

HOLLAND COMMUNITY CHORALE BOARD OF DIRECTORS MEETING

FEBRUARY 11, 2019

THE LINKS CLUBHOUSE

PRESENT: Pam Wells (President), Sally Zenas (Secretary), Brian Carder, Carol Zeh, Carol Bechtel, Julie Anderson (Treasurer), Jean Lemmenes, Doug Wachter, Miha Craioveanu (Vice President) - late

Guest: Nancy Lohman

ABSENT: Patrick Coyle (Artistic Director), Jennifer Brunk (Office Manager), Pam Pierson, Jen Ritsema, Mihai Craioveanu (Vice President), Que-Lan Engels

CALL TO ORDER: 7:00

MINUTES JANUARY 7, 2019: Motion made and seconded to approve the minutes of the January 7, 2019 minutes. Motion passed unanimously.

60th ANNIVERSARY CELEBRATION COMMITTEE REPORT: In Patrick's absence, Nancy Lohman shared plans for this 2020 celebration. The 60th Anniversary year will begin with a free concert for the community October 13, 2019. The Christmas concert will be December 8, 2019 and Patrick is considering doing afternoon and evening performances. The Spring concert, March 15, 2020, will be an alumni homecoming event and will feature past singers and directors. April 15, 2020 will be a combined concert with the Holland Symphony Orchestra at the Jack Miller Auditorium with performances at 3:30 and 7:30. The Holland Chorale will not be part of Tulip Time 2020 because of the other spring events already scheduled.

Nancy said that a 60th Anniversary Logo is being designed and they are exploring other ways to be visible in the community and have more media presence throughout the year. Patrick is open to ideas from board members. The board recommended that the 60th anniversary committee schedule a Skype meeting with Patrick before his Sabbatical return in the spring, to address things like travel expenses for former directors, expected luncheon expenses, etc., and firm up a budget to present to the Executive Committee by March 18, 2019. The Grand Night for Singing Committee (May 23, 2019), would like a video or some other promotional materials to spark interest in the upcoming Anniversary year.

EXECUTIVE COMMITTEE REPORT:

1. NEW BOARD MEMBERS & RECRUITMENT COMMITTEE DISCUSSION AND REPORTS:

Several board members were tasked with talking to potential future board members before the January 2019 meeting. The following people were contacted and their responses are listed below:

Aaron Goodyke: Currently has 2 jobs and other commitments. Possibly a board or committee position in a few years.

Ann Query: Currently on 3 other boards. Interested in serving in the future.

Becky Bruns: Brian is meeting with her Feb. 19. She has Strategic Planning experience.

Terri Borgman: Not interested in being secretary. Interested in ticketing when Sally's term expires. She will work with Ruth and Sally at the ticket table for the March 23, 2019 concert. She is also interested in serving on a fundraising committee.

2. **VOLUNTEER JOB DESCRIPTIONS UPDATE:** Librarian job description is still needed.
3. **BYLAWS REVIEW:** Postponed
4. **HARASSMENT RESOLUTION PROCESS DISCUSSION:** A motion was made and seconded to accept the Harassment Resolution Policy. Motion passed unanimously. Pam Wells will date it and Carol Zeh will post it on both Board and Member website pages.
5. **ANNUAL MEETING RESCHEDULING DISCUSSION:** The Annual Meeting originally scheduled for January 22, 2019, was cancelled due to weather. The new date is April 16, 2019, pending Patrick's approval.

TREASURER'S REPORT: The current checking account balance is \$13,218. The Executive Committee 2020 Budget Draft meeting will be March 18, 2019. The Board of Directors Budget Draft meeting will be April 8, 2019. Julie will need to have 60th anniversary expenses built in by those dates. Also, she questioned how having a free Fall concert and two, rather than one, Christmas concerts would affect the budget.

OPERATIONS MANAGER'S REPORT: No report.

WORKING BOARD UPDATES:

ARTISTIC COMMITTEE: No report.

OPERATIONS COMMITTEE: No report.

ADVENTURES IN HARMONY: The date will be October 1, 2019. Because this is a Tuesday, Chorale rehearsals may have to be rescheduled to Monday that week.

AD SALES: Brian hasn't started soliciting advertisers for next year. He needs help getting new advertisers and will ask for help at the April Annual Meeting.

INDIVIDUAL FUNDRAISING: Mihai reported having no success in finding possible student interns.

COMMUNICATIONS/MARKETING: Carol will begin email blasts soon to promote the March concert. Posters are ready for distribution.

GRANTS: No report. MCACA is distributing their grant money in a new way which requires bank account information. Jennifer will take care of this.

SPECIAL EVENTS:

GRAND NIGHT FOR SINGING: Carol B. announced that a committee meeting is scheduled for Feb. 21.

FALL FUNDRAISER: no report

TICKETS: Nine individual tickets have been sold for the March concert in addition to very few season subscriptions. Discussion led to Brian and Jean agreeing to contact area church music directors, asking them to promote Holland Chorale concerts. Sally pointed out that Tulip Time 2019 is promoting A Gift of Nature on their website events page, but the Holland Chorale name is not under the concert title. Brian and Carol Z. will contact the Tulip Time office and Sally will point this out to Jennifer.

MAILING LIST: No report.

GOOD WILL AMBASSADOR: No report.

STRATEGIC PLANNING: Jean reported that she met with Pam W., Jennifer and Patrick in November. They decided that it is time for a complete overhaul of the mission and values statements. This process will likely take at least a year to complete and they have a possible consultant to guide them. Some statement will be required before the next MCACA grant applications is filed.

ADVERTISING: Doug will place ads in the Sentinel, look into a Day Sponsorship with Blue Lake Radio and arrange radio interviews pending Patrick's approval. Doug suggested that someone ask Liz Colburn if she has any intern candidates for this year.

MEETING ADJOURNED: 8:56

Sally Zenas, Secretary

May BOD Meeting moved to May 13, 2019 (TT concert is May 6)

NEXT CONCERT: Spring Concert, Saturday March 23, 7:30 pm, St. Francis Church, Holland

NEXT MEETINGS:

-Executive Committee: February 25, 2019, 6:30 pm, Panera, Holland

-Board Meeting: March 4, 2019, 6:45 Social Time - 7:00 Meeting start, Links Clubhouse

Refreshments: Carol B, Sally

To Do List before March meeting:

Patrick: Talk to Clarissa Wiebe

Put Grand Night for Singing on singer's calendar

Clarify 2020 theme

60th budget info to Jennifer and Julie by March 18

Approve Sept. 30 rehearsal – Adventures in Harmony is Oct. 1

Put Annual Meeting on calendar if new date is ok

Do telephone radio interviews for March concert?

Note from Sally: Bob Batastini is part of a relatively new Holland ecumenical group of pastors (CUSP). This resulted in him forming an ecumenical choir which has been in place for two years. Last year they did two community-wide services: November 2018 (Thanksgiving) and January 2019 (Christian Unity). Contact Bob if you think joining them for the 60th year is something that might increase community visibility for the Chorale. In January Gary Bogel sang with the choir and Cal played tympani. St. Francis Brass is also part of the music for these services.

Jennifer: Get sponsor for free concert Fall 2019

Thank auction donors

Bank account info to MCACA for future payments

Look at TT events - A Gift of Nature

Pam W: Send updated Harassment Resolution to Carol Z. for posting

See if Patrick is willing to do radio interviews for March concert

Ask about rehearsal night change because of Adventures in Harmony

Ask Patrick about singers for Grand Night for Singing

Julie: Follow up on insurance

Jen: Bylaw update p.8

Que-Lan: Meet with Jennifer Wolfe

Has Yacht Basin been thanked?

Brian: Meet with Becky Bruns

Work with Jean to contact area church music directors

Librarian job description

Contact TT office (with Carol Z?) about TT concert promotion(?)

Doug: Arrange radio interviews for Spring concert

Blue Lake Day Sponsor for Spring concert

Mihai: Talk to Jennifer about sending a note to people who bid on your concert at the Fall Fundraiser.

Carol Z. Work with Brian and contact TT about concert promotion

Jean: Work with Brian to contact area church music directors