

Holland Chorale  
Board Meeting  
Monday, May 2, 2022 7pm  
First Reformed Church and Zoom

Attending: Julie Anderson; Keon Atkins; Tom Busa; Patrick Coyle; Jenny DeGraves; Mark DeWitt; Steve Hook; Casey Lampen; Jean Lemmenes; Maura Reynolds; Sarah VandenBrink; Carol Zeh

Absent: Mihai Craioveanu;

Jean called the meeting to order at 7:04.

1. There were no additions to the agenda.
2. Carol moved and Sarah seconded that the minutes of the April 11, 2022, Board meeting be approved as submitted; the Board approved unanimously.
3. **Executive Committee and President's report** (posted separately)
  - a. Job posting and interview process. Maura will contact the Boerigter Center at Hope College about posting the ads for development director and operations manager; Jean will check with Pam Wells about posting through Grand Valley State. Jean believes we should send another email to our supporters since she believes word of mouth will be the best form of advertising.
  - b. Board positions needed. We're trying to find a CPA who could serve as our treasurer; two who have been contacted declined. Singers and the Board are encouraged to use their networks to help find such a person. We will wait to advertise the Member Engagement Chair since this position has been reconfigured.
  - c. Covid protocol/update for summer. Jean moved that, for the summer months, we put a pause on the Covid protocol and make masks optional; Steve seconded. The motion did not pass. **Mike moved that masks be optional at Greg and Patrick's home for the end-of-year party; Sarah seconded. The motion passed with three nos. Jean moved that, for the summer months, masks be optional for social events and Board meetings subject to venue requirements and any new recommendations from the CDC or State of Michigan. Mike seconded.** In discussion, Patrick wondered what the protocol would be for auditions since he hopes to hold several in May: the current Covid vaccination mandate would be in effect at the audition. Patrick will audition non-vaccinated potential Chorale members via Face Time. **The motion passed unanimously. In July/August, we will determine an official Covid policy for next season.**
  - d. Development report. In June, Jean will bring sponsorship level recommendations to the Board; until we hire a Development Director, Jean will continue to serve in that role and will help the new person transition.
4. **Treasurer's report** (posted separately). Julie reported that she had made a good start on determining the next budget; she will have a draft at the next Executive Committee. Julie added that we were able to manage expenses successfully this season. As we look at the next budget, Julie believes we are positioned to begin the season in good shape and hire the two positions. The Executive Committee will meet to set a budget to bring to the Board for approval.

5. **Artistic director's report** (posted separately). Patrick added to his report: he was proud of the Chorale's performance at the Holland Symphony concert, especially at the evening performance. There were two questions about Patrick's report: Carol asked Patrick what a "streamlined" concert for the holiday concert might mean. Patrick said there would be fewer guest artists and selections, but the performance would still be ticketed. Casey wondered about what might be included in the concert for the Hope Academy for Senior Professionals. Patrick reported that the group would be smaller since the concert is during the day; selections could be drawn from *Adventures in Harmony* and/or *Grand Night for Singing* in addition to holiday music and perhaps a sing-along. **A title has been chosen for the 2022-2023 season: *Love Can Build a Bridge*.**
6. **Operation manager's report** (Betty has resigned effective April 30, but she is picking up mail weekly and will help the new hire to transition) Carol has asked Betty to follow up about an item (major works section) on the Chorale website: has the Chorale performed the Beethoven 9<sup>th</sup> before? The website suggests it has. Jean will follow up with Cal to verify.
7. **Working board updates:**
  - a. Operations/communications/marketing: Carol Zeh. Carol will begin working on publicity for the upcoming events when titles are chosen.
  - b. MACC grant: Mike Pikaart. Mike has met with Betty to talk about the grant application process.

**Jean moved that the Chorale Board approve the application of a FY 2023 operational support grant from the Michigan Arts and Culture Council (MACC). Carol seconded; the motion passed unanimously.**

Mike will post the grant information in Google Docs and will limit editing access. Mike will work with Patrick who will draft a narrative. Since a Development Director is being hired and bookkeeping is being added to the Operations Manager's responsibilities, it will be important to include these added expenses in the grant application.

- c. *Grand Night for Singing* chair: Casey Lampen. GNfS is set for Thursday, September 22, at Windmill Island. We are receiving the non-profit rental rate; Casey will walk through with Windmill Island staff on Friday. Carol suggests that a theme be selected so save-the-date cards can be sent: perhaps something suggesting the 22-23 season theme *Love Can Build a Bridge*?
- d. Community engagement: Sarah VandenBrink. No major updates. AiH will be team-led rather than chaired. Sarah Malone will be a consultant. It's hoped that, if the venue is West Ottawa, the WO vocal teachers would also be involved. Perhaps the girls can be given tee shirts, as the boys have in the past.
- e. Diversity, equity, and inclusion: Keon Atkins. No major updates. Mike will contact Keon about involving DEI issues in the MACC grant. Jean will meet with Keon to talk about his new role on the Board.
- f. Strategic planning: Tom Busa. Our current three-year strategic plan expires in 2023; Tom will take the lead in creating a new strategic plan for the Chorale in 2023.
- g. Philanthropy service: Mark DeWitt. In light of the collaborative role the Chorale played in the Holland Symphony concert, Mark believes it is important to remind our donor community of the Chorale's leadership role in this concert. Both current and new donors, he reports, like to support big projects, and Beethoven's 9<sup>th</sup> certainly was that! He believes involvement in this concert should be emphasized in our communications to donors. Jean will meet with Mark for assistance and advice.
- h. Good will ambassador: Steve Hook. No major updates. Carol suggested a thank you to Eric Reyes at Hope College; others added Jo Meeuwssen, Joe Terpstra, Tom Samuelson, Dan

- Gillette, Aaron Goodyke, and John Griffin. Steve will talk to Betty about getting stationery and note cards.
- i. Individual fundraising coordinator: Mihai Craioveanu. No report.
  - j. Legal and grant assistance: Jenny DeGraves. No report. Jean wonders if the upcoming review and revision of our bylaws might be her purview; Jennie was enthusiastic about taking on this responsibility.

We will try to have the next meeting (Jean's last as president) in person, with those unable to attend joining via Zoom.

Carol moved that we adjourn; Sarah seconded. The meeting ended at 8:45 pm.

Next concert/event: *Grand Night for Singing* September 22, 2022  
Next meetings: Executive Committee May 15 7 pm and May 24 (for interviews via Zoom)  
Board meeting June 6, 2022 First Reformed or Zoom