

**GOLD COAST CONCERT CHORUS  
BOARD MEETING**

**DATE      December 7, 2016**

<i>Member</i>	<i>Present</i>	<i>Absent</i>	<i>Member</i>	<i>Present</i>	<i>Absent</i>
Allison, Valerie	X		Pasamonte, Giselle		X
Artman, Sandy	X		Washburn, Pam	X	
Graeter, Sharon		X	Schnebelen, Paul	X	
Groeneveld, Sharon	X		Smith, Michelle	X	
Kachan, Caillie		X	Sullivan, Karen	X	
Newman, Rita	X		Vieira, Rebekah	X	

<i>Director</i>	<i>Present</i>	<i>Absent</i>	<i>Concertmaster</i>	<i>Present</i>	<i>Absent</i>
Elizabeth Helms	X		Scott Groeneveld	X	

ALSO IN ATTENDANCE: None

**CALL TO ORDER:**

Rebekah called the Board Meeting to order at 6:34 P.M.

**APPROVAL OF MINUTES:**

- Motion made by Pam to approve the revised November Board Minutes.
- Michelle seconded the motion. Motion unanimously passed.

**Treasurer's Report: Karen**

- November was a "good" month, \$18,000 in and \$3,000 out
- In reviewing Treasurer's report, some entries were recorded incorrectly, Karen to revise and provide correction next month: \$8956.02 should be fundraising (not Scholarship); \$6338.01 Tickets (not Contributions)
- Received \$2500 Anonymous donation & a \$500 donation with Ticket order
- \$50 was received from wine/beer tickets at auction
- CD account has not been updated
- Concert Band is sending a donation for our participation in Outreach
- The cash box is ready for this week's concerts
- We need to pay Church of the Foothills for 11/21/16 rehearsal
- There is \$.27/\$10 fee generated on PayPal "swiped" sales. In discussion regarding whether fee should be charged at time of sale, it was agreed that cost be tracked for a year & analyzed for possible adjustment.
- First Presbyterian Church invoicing is not clear so Karen will have checks available at concert time. Church requires staff member be present-Burns will be there Thursday but not Saturday. Victor Rodriguez, the sound tech will be there both days but his fee is unknown.
- Royalty checks will be issued to Ted Mathews and Ivan Shobe for their arrangements but not John Biggs, since we bought his music.

- Payments will be issued to Jim Grinta (trumpeter) and Steve Hernandez (drums and percussion)
- An honorarium of \$25 (gift card) will go to Denyse Barnes, bell ringer

**Concertmaster's Comments: Scott**

- Requested help maintaining order & decorum for Thursday rehearsal
- Managing space is a challenge-discussed placement of table for bells
- Scott assured us "We'll be fine." Choir will be on stage, small groups on stairs.
- Pam questioned ingress and egress, since an entrance must be blocked.

**Director's Comments: Liz**

- Drums were found in the back closet. The placement for the concert is still a question, since "sight lines" need to be established.
- Percussionist to come at 7:30 P.M. & trumpeter at 8:00 P.M. Thursday
- Karen gave Liz okay to order March 2017 music, 100 sets

**VP Report: Valerie**

- Sales of December concert CD's have been increasing
- Tom Scharf is all set. He connected with Victor, and since he cannot be at dress rehearsal, Valerie is going to take some photos to give him visual for his recording equipment set up.
- Section Leaders are okay; Jessica Odell filling in for Kay Brisslinger (Alto II). She sent an email asking their help in maintaining calm & focus.
- Thanked the Board again for all their efforts for the Auction – asked for consideration of what worked and didn't for future discussion regarding auction plans going forward.
- Reminded Board of upcoming Board Christmas Party on Monday, 6:30P.M. at the Allison's. As last year, event will be catered by taco bar ladies, a deposit has been paid and board to pay Karen \$15 per person, checks payable to GCCC. Bring dessert & drinks to share, if desired, and a White Elephant gift for game participation. Scott questioned if we want to extend an invitation to Kay, since her family has gone home and there was a resounding, "Yes!". Michelle will extend invitation since she will see her Thursday.
- Having attended a fundraiser with Caillie at the Four Brix Winery, a silent auction benefitting the Coalition for Family Harmony, she offered we might want to consider a partnership with them in the future. This started a lively discussion regarding other possibilities: Donna Hamer has suggested other partnerships (no specifics) and more community outreach events such as a caroling group for venues such as the Tower Club.

**Concert Support/ Hospitality: Michelle**

- Kay Brisslinger has the usher box
- Michelle (after much difficulty) got scarves from storage. Suggested a work party be formed after the first of the year to reorganize storage so that items can be accessible.

- Ticket table helpers are lined up with experienced volunteers, Anna Odell and David Minken. Gary Sullivan is helping ushers.
- Karen will get water for the Green Room

**Equipment: Pam**

- Have 8 people in place for riser set up at 2 P.M. Thursday. Burns is going to be opening the church.
- Questioned where monitors will go. Gordon Wilson was suggested as a resource regarding electronics.
- Gates will need to be opened for concerts. Burns has key but since he will not be there Saturday, Pam asked if she might get a key
- Pam suggested the phone be added to the chorus' equipment. Has been reconsidering her offer made last month for Tracfone use. To position ourselves for growth, she received the board's blessing to research costs, etc. for a Smart Phone since capabilities could better serve needs.

**Fundraising:**

- None

**Music and Membership: Paul**

- Nothing until January unless requested, such as, advising chorus of parking considerations. Bekah said she would make an announcement at the rehearsal regarding parking for chorus
- Paul will get together with Karen regarding music for next concert.

**Publications/ Programs: Sharon Groeneveld**

- Programs and inserts are done – stuffing to be done at rehearsal
- There are hardly any ads in the program – due to spacing/costs, the VACE ad was omitted.
- The new owners of the Star are more responsive to ads. Our concert ad will appear in the Breeze and Reporter, as well. The Reporter ad was placed at a discounted rate.

**Tickets: Rita**

- Data was not available but Saturday sales very brisk, Friday sales significantly lower.
- Rita questioned how many tickets were printed. There are 500 tickets but exact capacity of church is unknown-tickets printed before venue was confirmed. Don't think we will exceed capacity.
- Ticket line has been checked, PayPal tickets ready, Will Call tickets ready, Comp tickets done, including John Bigg's tickets.

**President's Comments: Rebekah**

- Due to the recent last-minute change of rehearsal venue, Bekah realized there is a need to distribute contact lists to all board member after sign-ups are complete. Section leaders need to receive their section lists only.
- Addressed Scott's Monday announcement regarding disruption/noise: all

board members are asked to be diligent regarding ways to minimize such situations going forward.

- Many feel we need to do something to help “an anonymous member of the Chorus” and his household. Possibilities include: providing prepared meal, caroling and gift cards in an ‘Adopt a Family’ effort and setting up a “Go Fund Me” account. Due to the sensitive issues of privacy and feelings – Pam is going to meet with Kris Bergstrom, Foothill Church minister, to see how to approach getting the family the assistance they need.

**OLD BUSINESS:** None discussed

**NEW BUSINESS:** see Bekah’s comments

**NEXT MEETING:**

<b>Date</b>	Wednesday, January 4, 2017
<b>Time</b>	6:30 P.M.
<b>Place</b>	Valerie Allison’s House

**ADJOURNMENT:**

Rebekah closed the Board Meeting at 7:41 P.M.

Respectfully submitted by:

Sandy Artman, sub for Sharon Graeter