

**GOLD COAST CONCERT CHORUS  
BOARD MEETING**

**DATE**      October 5, 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 October 5, 2016 Board Meeting to order at 6:34 PM.

**APPROVAL OF MINUTES:**

- Motion made by Sandy to approve the September 7, 2016 Minutes. Paul seconded the motion. Motion unanimously passed.

**Treasurer's Report: Karen**

- Treasurer's report was submitted for September plus a revised August report as well as an Income report for 2016-2017 and Transactions report for 2016-2017.
- Check given to Valerie to deliver to Church of the Foothills for use of their facility.
- Karen will purchase 20 black folders to sell to choir members wanting them.

**Presidents Comments: Rebekah**

- We do not have confirmation yet on our concert venue for December Concerts.
- Rehearsal location will be at Church of the Foothills on October 24<sup>th</sup>.
- It was agreed that Karen and Bekah would do a presentation to the choir on choir financial information at the October 10<sup>th</sup> rehearsal. Karen has the information that the prior Treasurer Bonnie provided previously so she will use the same format.
- Discussion regarding the need for assistance from Board members for certain tasks. Choir members can also be enlisted to help when needed.

- Board Holiday get together needs to be scheduled. Dates to consider are Sunday the 11<sup>th</sup> and Monday the 12<sup>th</sup>. If the 11<sup>th</sup> works, Valerie has offered to host at her home. Decision to be made at next Board meeting.

**Concertmaster's Comments: Scott**

- None

**Director's Comments: Liz**

- We are still waiting for approval for our concert venue for December concerts from First Presbyterian Church of Oxnard. Burns Taft thinks it will be approved. We also discussed other options. Liz and Bekah will make a few phone calls to see if another venue can be arranged.
- One of the pieces we are singing at the December concert is "O Magnum Mysterium" by Stroepe. We have approx. 60 copies of music but need approx. 40 more. The music supplier is no longer printing them. Karen agreed to research if payment needs to be made to someone as we have made copies of the music.
- John Biggs, Composer has approached our choir to premiere a Christmas work of his. We are very honored for this opportunity. He will also help with a trumpeter needed for the piece.

**VP Report: Valerie**

- March concert CD's have all been delivered.
- June concert CD's are now available and in the process of being distributed at rehearsals.
- Tom Scharf will record the choir at the Saturday concert only -as that is the only date that he is available. He also may not be available for final dress rehearsal so an alternative sound person may need to be found for that rehearsal.
- Diane Flynn is not singing this concert so Scott Groeneveld has volunteered to act as section leader for the Tenors for the December concerts.
- Valerie will check with section leaders to see how the new singers are doing.
- Paul agreed to send a final list of singers to Liz.
- The Auction Committee met. We need to promote the event! Sign up sheets will be available in the middle of October for choir members to assist. The venue, Church of the Foothills will be available from 6-9 pm on Friday, Nov 4<sup>th</sup> for set up and Saturday morning, Nov 5<sup>th</sup> at 10:00am.
- Greg Brown from Church of the Foothills has agreed to be Auctioneer.
- Section leaders need to submit a list of items contained in their section baskets as well as items by October 24<sup>th</sup>.
- Board basket theme was decided upon: Election Night Survival Kit.
- Sebastian (Giselle's husband) has agreed to act as official photographer for the event.
- Board is meeting on Saturday, October 29<sup>th</sup> at the Groeneveld's at noon to put gift baskets together and organize donated items.

- Host Liquor liability for the Auction event has been quoted at \$201.00. Sandy made a motion to purchase Host Liquor Liability Insurance for the Auction Fundraising event for \$201.00. Sharon Groeneveld seconded the motion. The motion was approved unanimously. Karen agreed to go online and purchase the insurance.

**Concert Support/ Hospitality: Michelle (Absent)**

- Concert attire will be concert black for the ladies with red scarf and Tux with red bow tie and red Cummerbund for the gentleman. Second half of concert can be more casual holiday festive wear.

**Equipment: Pam (Absent)**

- Some risers may need to be repaired prior to the December concerts due to the size of the choir.

**Fundraising:**

- Auction discussed during the Vice Presidents report.

**Music and Membership: Paul**

- There are 98 singers registered for the December concerts. One additional singer will submit payment on Monday, Oct. 10<sup>th</sup>.
- Paul will be not available from October 12<sup>th</sup> through Nov. 7<sup>th</sup>. Valerie agreed to take over the responsibility for Notes and Measures during his absence.
- Several registration forms still need to have demographic information completed on them by choir members for VACE.

**Publications/ Programs: Sharon Groeneveld**

- Ad has been placed in "Happenings" and "Breeze" to promote Auction. Will try to add to "Community Briefs" in the Ventura "Star" newspaper, as well.
- Need to start printing season brochures for mailing to season ticket holders. Will leave venue blank for December concerts.
- Sharon Groeneveld will purchase 500 envelopes for mailing and create order blanks. Karen agreed to print mailing labels for Season Ticket mailing. Rita will e-mail mailing list to Karen.

**Tickets: Rita**

- Individual discounted tickets of \$11.00 will be available for sale to choir members at rehearsals on October 31, Nov 7 and Nov. 14. It will be announced at rehearsals starting Oct. 10<sup>th</sup>.

**OLD BUSINESS:**

- Board position descriptions are to be sent to Bekah. She will then send an e-mail with them to all board members to review so this can be discussed at November Board meeting.

**NEW BUSINESS:** None

**NEXT MEETING:**

<b>Date</b>	Wednesday, November 2, 2016
<b>Time</b>	6:30 PM
<b>Place</b>	Groeneveld's House

**ADJOURNMENT:**

Rebekah closed the Board Meeting at 7:56 PM.

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Sharon Graeter  
Secretary