



**Amended Board Meeting Minutes,  
January 13, 2020**

Attending: Cady Girten, President

Lisa Blunck, Vice President

Trevor Girten, President Elect

Margaret Beardall, Artistic

Brad Folsom, Marketing

Kay Frevert, Membership

Dan Meyer, Outreach

Brian Frevert, Production

MK Schnese, Treasurer

Jann Folsom, Bookkeeper

Kent Hugill, Development

Brian Leatherman, Fearless  
Leader

Cindy Runkel, Executive Director

Absent: Nancy Lauth, Secretary; Tom  
Reiners, Past President

1. Meeting was called to order at 6:30 PM.
2. December minutes approved with amendment (pg. 2 should read March 4th, not March 1st)
3. Financial Statement
  - a. Clarifying question about the December concert "actual total deposit" compared to what we think we collected.
  - b. Financial spreadsheet, individual donations question: Some income from Colorado Gives Day + individual donations were mis-coded and need to be fixed.
  - c. Financial spreadsheet, travel and lodging question: Is this line item related to Santiago? If not, why the reclassification? MK will collaborate with Elaine and then clarify.
  - d. New York trip funds may be on the incorrect balance sheet, MK will resolve.
  - e. Question about insurance fee going up almost 50%, we may need to shop around a bit

to find a better rate.

#### 4. Leatherman Lowdown

a. Discussion about whether expenses for future Lone Tree Symphony collaborations might be appropriate to include in a Special Project grant request to SCFD.

b. Showcase Concert: The artistic committee staff heard the auditions, resulting in @ 96 minute show with transitions. 27 acts signed up to audition and 20 acts were selected. Request from the artistic committee to firmly establish some guidelines for the Showcase Concert.

Discussion: The goal continues to be getting the greatest number of people involved. This year we eliminated the Tones act and the final whole cast piece. Is it a competition or is the audition committee just there to establish preparedness? People in more than one act were considered this year. Acts were rated: definite yes, definite no, maybe/if there is enough time in the show. Consider including a recommended time frame for the concert (i.e. February). Consider building Showcase expenses into future budgets (accompanist stipend paid by CCC funds per board policy, acts still need to buy their own tickets to the event). Room rental is currently included in the production budget.

Board Recommendations/General principles of how we will run things:

- Aim for 90 minutes of content
- Can have an intermission
- Involve as many people as possible
- If members try out for multiple acts, plan on possibly being chosen for only one
- Auditions are to determine preparedness, we are not trying to make this a competition
- Not advertised to the public
- Ticket sales revenue is for the purpose of covering event expenses, not to make a profit
- Auditions conducted by artistic staff and committee chair so the decision is not made by just one person
- Purpose of the event is to have fun with quality
- If there are too many quality acts that can't be fit in, they would be bumped to the top of the list for the following year and given first chance to be in next year's program (as long as the act is prepared)

Brian will formalize these ideas for our member handbook, to be approved by the board.

The goal of this is to reduce hurt feelings and angst in what was originally designed to be a Chorale family activity.

Brian will contact the acts not included in the February 2020 Showcase program or who auditioned for multiple acts but were not chosen, prior to Jann publishing the written list.

Brad F. will ask if we can use the church's sound system/mics.

c. Discussion about scheduling the fall retreat a week later. Brian shared that the purpose of the retreat is to bang out notes, so scheduling it after the 2nd rehearsal week is ideal.

d. Davidson College collaboration: Maura says thank you for hosting the Davidson College group. It was highly successful and the kids were “giddy” after the joint Tuesday rehearsal. Potluck was good, the main meal cost of \$142 was underwritten by Maura Mackintosh and Kay Frevert. The students enjoyed what was served and the vegetarian options were a hit. Continue to encourage similar collaborations when the timing works. Discussion about whether we need to add a budget item in the Membership budget to cover such collaborations. We decided it might be put into a “misc.” budget line, but likely will not be needed as there is no guarantee when we will have another group come in.

e. Brian and Cindy are working to schedule a meeting with Jacinda Bouton, the Lone Tree Symphony's Artistic Director & Conductor, her Executive Director and Board President, to discuss future collaborations.

f. Cindy is in discussions with the Arapahoe Philharmonic re a Verdi *Requiem* collaboration in March of 2021. The APO has asked about the possibility of a reduced Chorale stipend from what Cindy has quoted, but she and Brian are not comfortable with that. If the collaboration moves forward, an important stipulation will be for CCC members to have the opportunity to audition for solos.

g. Forrest Guittar has given the CCC "first dibs" on scheduling at Bethany for next season, however Brian's requested dates for 2020-2021 have not yet been confirmed.

h. Our concert programming cannot exceed 90 minutes (including a 15-minute intermission), so that we can be completely out of the building by 10:00 pm as mandated by Bethany.

5. Runkel Rundown (no separate agenda items, topics will be addressed during committee reports)

## 6. Committee Reports

### a. Artistic (Margaret):

- Electronic Search Committee Report will go into the archives
- Question about the process to be a part of the Artistic Committee: 6 members max, no term limit, new members may join following attrition. The Music Committee allows for input from the entire chorale. Music ideas may also be shared directly with the Artistic Committee/Brian.

### b. Development (Kent)

- Thank you to Brian Frevert for pulling the zip code survey. It was almost identical to last year. Margaret shared that 10 years ago the audience zip code percentages were very similar.

c. Marketing (Brad)

- Gross revenue generated from our December concerts was \$14,264; amount budgeted was \$14,400.

d. Membership (Kay)

- Reviewed dues scholarship guidelines from 2016.
- Proposal to reallocate \$600 travel expense budget item and \$500 vocal coaching budget item to scholarships (vocal coaching is already in the Artistic budget)
- Proposal to approve 2 scholarships per year, offered 1x/member for life of membership. Membership Chair + Treasurer/Finance Chair will grant the scholarship. The recipient must already be a consistent member of the Chorale in good standing, who has fallen on hard times. It will not be awarded to a new member. Scholarships will not be publicized in the Member Handbook. Scholarships will be reserved for cases when there is no other option, such as a payment plan.

Kay will write up a motion to review at the next board meeting.

Motion to reinstate a previous policy with these concepts, as an interim. Motion passed.

- Discussion about grocery gift cards: income has declined with new King Soopers program format. We will again bring computers to rehearsal + retreat to try to increase sign-ups. Nancy and Lisa will continue to explore new grocery fundraising sources.

e. Outreach (Dan)

- We currently have more magnificent Usher and Ambassador volunteers than we have openings for.
- The Cherry Hills Village Police Department officers have worked out well, with positive response from CCC members and patrons.
- Discussion: Do we need the community officer for the Showcase concert? Cost is minimum 3 hours at \$65/hour. Following discussion, determined that the cost is not currently in the budget and there is not a need.

f. Production (Brian F.)

- Room reservations are in the works
- Shared Davidson Choir thank you

7. Old Business

a. New STAR Center address: 6911 S. Yosemite St, Centennial. Located just South of Arapahoe Road. Cindy will arrive early (@ 5:45 pm) to let people in because their doors lock at 6:00 pm.

Board Meeting dates for the remainder of this Fiscal Year:

- February 10
- March 9
- April 13

- April 27 (annual meeting planning)
- May 11
- May 12 (annual meeting)
- June 8

b. Voting by email update: Roberts Rules discusses voting by snail mail with a signature, but email is not secure because one is unable to verify who actually sent the email. It was agreed that, at this time, our needs do not warrant amending the Bylaws to accommodate email voting. Cady will explore Roberts Rules provisions for other "remote" voting options such as conference calls, GoToMeeting, etc, and report at next months' meeting.

#### 8. New Business

a. Showcase Concern: A member who is part of the Showcase Concert has expressed concern that they had to pay for a ticket, as a performer. Feedback was given that this is an optional event and ticket sales revenue pays for the hall rental and other event-related expenses. All performers and audience members must each buy tickets, no exceptions.

b. Board elections are fast approaching, openings include: President Elect, Artistic Committee Chair, Treasurer/Finance Chair. Start including this information in announcements beginning tomorrow night. Can invite prospective candidates to board meetings. Keep this as an old business agenda item for next board meeting.

c. Thank you to Kay and Brian F. for arranging tonight's meeting space.

9. Meeting adjourned at 8:13 PM.

Respectfully submitted,

Lisa Blunck, Vice President