



**November 10, 2025 Board Meeting Minutes
(approved 12/15/25)**

Attending: Gia Viscardi, Nancy Lauth, Colleen Parsley, Nathan Bill, Kathleen Meier, Leslie Beahm, Brian Leatherman, Karen Sandberg

Meeting called to order at 6:35 pm

1. Approve October Minutes

- a. Correction: spelling on page 3, Advertisers for Programs, first bullet "Finding advertisers is **normally**.
- b. Motion to approve by Nathan
- c. Seconded by Colleen
- d. Approved unanimously

2. Financial report (Kathleen)

- a. Nothing of note other than what she has already reported.
- b. Tax return was filed in October.
- c. Kathleen requested recommendations for a CPA.
- d. We are renewing general liability and umbrella insurance (Travelers). Colleen will review.
- e. Our rent keeps going up.
- f. Kathleen requested to follow up on box office for concert.

3. Priority Business

- a. Nathan reported on progress of email. We can send-receive-forward emails now. Nathan provided a link to instructions in his email to the Board.
- b. Digital concert tracks: Some members would like them. Our website doesn't have a lot of space for this. Brian suggested people could turn on the video and just listen. Nathan will look into this.
- c. Bylaw update: Gia sent these to Gareth and Colleen for suggestions. Bylaws will be ready by our next meeting.
- d. Contact Lists
 - i. Brad may have had the contact lists in the past.
 - ii. Kathleen has a spread sheet list of donors, approximately 235 entries.
 - iii. We'll send post cards to our mailing list, membership and donors for the December concert.
 - iv. Hannah and Kathleen should coordinate in the future.
- e. YouTube live stream
 - i. Nathan will follow up with Tom.
 - ii. Tom needs a contract.
- f. Program Ad sales: tabled
- g. Tim approached Gia about compensation for his (really cool) cards.
 - i. If we request a card, we should pay some reimbursement.
 - ii. We need to talk to Tim so he can suggest an amount.

- h. Now that we have a copy of Mike's death certificate, we can proceed with cancelling the Verizon account.
 - i. Colleen will investigate getting an original certificate for us.

4. Project Updates

- a. Jay has the photo gallery of CCC members underway.
- b. Kathleen has purchased the candles and batteries for the December concert.
- c. All season ticket holders have had tickets mailed to them.

5. Kudos

- a. To Nathan for the google calendar.
- b. Jay has put the minutes up on the website.

6. Committee Reports

a. Leatherman Lowdown (Brian)

- i. Brian reported that we have room for 40 singers for the Paris trip. He may be able to get more people by contacting people from choirs who have sung "Illuminaire." If they join us, they will have to attend the May concert rehearsals.
- ii. December concert: we'll have a contract for Laura and will write one check for the instrumentalists.

b. Marketing (Gia)

- i. Gia has taken care of printing posters, postcards and business-sized cards for the 2025-2026 season concerts.
 - 1. Business-sized cards will be the most convenient size so that people can put a card in their wallet.
- ii. Senior outreach: Kathleen and Hannah are working on this.

c. Fundraising (Sue)

- i. Sue is in Egypt.
- ii. Colleen, Nathan and Gia attended the SCFD Funding reception on October 29.
- iii. Gia will ask Hannah to send an email blast for Tagawa gift cards and Colorado Gives.

d. Membership (Leslie)

- i. Leslie has the roster updated and the Handbook is done.
- ii. An additional paragraph needs to be added to the Handbook: members joining the choir mid-season will have to pay full dues, while new singers joining midseason will pay half dues.

e. Artistic

- i. Committee will meet Saturday, November 15, 2025.
- ii. A big reason for the success of the October concert was due to the input from the Artistic Committee.
- iii. Nathan is interested in the Artistic Committee Chairman position.

f. Production (Karen)

- i. We need to condense a lot of our "stuff" and put as much as we can into the storage unit.

7. On the Horizon

- a. Gia will let the choir know about upcoming vacancies on the Board and Committees.
- b. Showcase concert: tabled until December meeting

8. Next meeting is on December 15, 2025

9. Meeting adjourned at 8:02 pm

Respectfully submitted

Nancy Lauth

Vice President and acting Secretary