

**Chorus North Shore Board of Trustees Meeting
Ascension Church, Ipswich, MA
Wednesday, October 8, 2008**

Meeting Minutes

President Kathy Sullivan called the meeting to order at 7:35 PM.
Suzanne Bicknell, Recording Secretary, recorded the minutes of the meeting.

Present: Suzanne Bicknell, Kathleen Galvin, Bill Gelwick, Kit Gregg, Lynne Khambaty, Dorrie Kimkaran, Sam Otis, Tom Parkins, Wally Rowe, Mary Sepich, Kathy Sullivan, Priscilla Walter, Paul Weaver and Sunny Pryor, Artistic Director

Guest: John Shaunessy

Absent/Excused: Jennifer Arakelian, Jennifer Clark, Patsy Colhoun, Brent Keltner, Anne-Marie Keltner, Sheryl Knutsen

New Treasurer:

Kathy introduced Sam Otis who will be replacing Bill Gelwick as Treasurer.

Fundraising Raffle:

John Shaunessy reviewed the details of the previous fundraising raffle he organized for the chorus. The chorus earned \$14,000. Tickets sold for \$100 each – 300 tickets were sold. It took approximately 3 months to sell tickets in preparation for the raffle.

The chorus collected \$30,000 and gave \$15,000 in prizes. The 1st prize was \$10,000; 3 second prizes were awarded of \$1,000 and 4 third prizes were awarded of \$500. We would need to withhold 2K out of the 10 K for taxes and issue a 1099 form to each winner.

The group discussed if the raffle should be a social event or raffle only. Possible venues for a drawing were discussed. The board decided to go forward with plans for the raffle and will discuss additional details at a later board meeting.

Meeting Minutes from September 10th

The meeting minutes were reviewed by the board. The minutes will be revised to correct a spelling error and to reflect the invoice for the web to be \$600. Paul moved to accept the minutes with corrections and Lynne seconded the motion. The motion passed on a unanimous vote.

Treasurer's Report

Bill presented the Treasurer's Report. The chorus collected matching corporate funds from Paul Weaver's donation. The proposed auction will be replaced by the fundraising raffle. Lynne

moved to accept the report and Paul seconded the motion. The motion passed on a unanimous vote. The proposed budget will be revised to reflect:

- \$2,0000 fundraising income removed due to decision not to sell citrus
- 2009 auction will not be held and will be replaced by raffle sale (\$10,000 income minus \$2,000 expenses).

Wally moved to accept the proposed budget with the above changes and Dorrie seconded the motion. The motion passed on a unanimous vote.

Artistic Director

Sunny informed the board that she is planning a Saturday rehearsal with the HYC to be held on November 15 at the Unitarian Church in Beverly. She will be asking the soprano and alto sections to attend rehearsal early on an upcoming Monday evening to practice "Magnificat". Kathy mentioned the online www.cyberbass.com site which is free and provides an excellent practice opportunity by part. Mary mentioned she has informed the soloists and orchestra of the change in venue for the December concert.

Committee Reports:

Membership:

Dorrie reported 142 people have completed registrations. So far, 18 new people have joined the chorus. There are 39 children in the HYC.

Website

Dorrie reported that 25% of members registered online. She is looking for additional music clips for the site. Mary is working on getting photo release forms from the HYC. We may consider selling the raffle tickets online.

Grants

Dorrie circulated a form to the board requesting members update information regarding their background/qualifications. She will be using this information for grant requests. She and Suzanne are currently completing grant applications to the LCCs. The focus of the grant applications will be on funds to update the website and to provide money for the HYC.

Scholarship

Lynne reported that she and Priscilla have updated the criteria for the scholarship and will request review by the board at the November meeting. The scholarship has been renamed to be the CNS Choral Arts Scholarship.

Attire:

Lynne reported that new attire for women will cost \$604 which we will receive back from the respective members. She needs to pay the invoice prior to the outfits being sent. She will forward the invoice to Sam.

Performance/production

Kit will attend a mass at St. Richard's Church in Danvers to assess the space. He hopes to set up the risers like we do at Our Lady of Hope. Kathy will check to see if we will have a custodian at the St. Richard's Church concert and someone who can assist with the lights.

Fundraising Report

Kathleen reported that 37 people have joined Igive.com and we have earned \$37 dollars.

Tom reported that the "Tuscan Spring Dinner" won for the Eurostoves event. Bill sent a list of donors to Tom and Brent that they are reviewing for potential invitees. The goal of the event will be to break even and hope to solicit future donations from the group of invitees. The dinner will be held in Feb/March 2009. Tickets will sell for \$75 - \$100 which includes ½ bottle of wine.

Fundraising Letter

Kathy will print out the list of addresses from the fundraising letter mailing and ask the board to review for individuals who may have relocated etc. The goal is to make sure that the list is current.

Strategic Plan

Paul is working on updating the strategic plan for the chorus and will discuss this in greater detail at the November meeting.

Future Meetings:

The November meeting will be held on November 12th. The meeting in December will be held on December 3rd.

President Kathy Sullivan adjourned the meeting at 9:30 PM.