

Towne Singers

Board Meeting

August 25, 2008

Minutes

Members Present: Vykke Bradford, Angie Browne, Dick Emerson, Chuck Hains, Lina Kerr, Ken Kimball, Beth Richey

The meeting was convened by Ken Kimball at 6:00 pm.

Mike Shaughnessy attended the meeting to present a check from the Los Angeles County Arts Commission received as the final installment for the grant approved in 2007. Board members discussed whether to apply for another grant for 2009-2010. Deadline for grant submission is 12/10/08. Members decided to consider possibilities of what to request in the upcoming grant proposal. Mike will forward a list of grant requests that have been approved by the Los Angeles County Arts Commission.

Dick Emerson reported that we have \$9858.90 currently in the bank.

Most of the music selected for the holiday concert has been received. Angie will prepare packets of music for each choir member for distribution at the first rehearsal. Some choir members have asked if they could use previous copies of concert selections. After discussion, Board members agreed that if the music is the same version, it can be reused, however, the music fee is set and credit will not be given to members for music returned. Angie Browne requested that choir members be contacted and requested to bring the \$30.00 music fee to the first rehearsal.

Schedule of rehearsals for the season has been completed, except date of the recording session. The church is not available for the original date.

Rehearsals for Carnegie participants will be scheduled on-line.

Dues are currently \$28.00 per month. Dick Emerson moved that we set the music fee at \$30.00 per member. Vykke Bradford seconded the motion and it was approved by the Board. Beth Richey suggested that we put links on the members section of our website for members to download the rehearsal version of our concert selections. After discussion, the Board agreed that it would be legal to link to a rehearsal download as it will be for fair use.

The attendance policy for the holiday concert was reviewed. There will only be fifteen (15) rehearsals this season. Beth Richey approved the policy of missing only four (4) rehearsals, including sectionals. She will perform a voice check for members who miss more than four (4) rehearsals and still wish to sing in the concert. Ken Kimball suggested that Towne Singers policies and procedures be updated on our website.

Final date to accept new members will be Monday, September 15, 2008. Beth Richey advised the Board that one of our new members last season thought Merrilee was great and made her feel very welcome.

Chamber auditions will be September 22, 2008. Beth Richey will announce the audition selection on September 15.

The joint concerts with the Glendale Symphony Orchestra were discussed. Towne Singers will receive \$700.00 from the Glendale Symphony Orchestra. The Orchestra has a fund raiser planned for November 7, 2008. They have requested that the Towne Singers provide a short concert of approximately fifteen (15) minutes at the Oakmont Country Club in Glendale. Towne Singers would receive a donation of \$500.00 for the performance. Board members agreed that this would be a good opportunity to preview our holiday concert and receive additional exposure to the community.

Ken Kimball suggested that the Board consider moving elections to the month of June with newly elected Board members beginning in September. This would give the previous Board members ample time to transition responsibilities to the new Board. The fiscal year for the Towne Singers is from January 1 through December 31. State regulators generally expect that the Board of Directors' terms correspond to the fiscal year. Dick Emerson advised that it would be possible to change our fiscal year to correspond to September 1 through August 31. There are details to be considered and worked out, but nothing too difficult.

Vykke Bradford reported on current preparations for the holiday concert. This year's title is *Carols 'Round the Towne*. The Artistic Committee is currently delegating tasks to committee members. Kate Kahler-Rickman has advised that she may not be able to attend the technical rehearsal on December 6, 2008 as that is her daughter's birthday.

Board members discussed partnering with local restaurants for discounts on concert day. It was agreed to ask Sylvia Holmes or Lynn Kern to assist with this task.

Wayne Meseberg presented the upcoming holiday wreath fundraiser and suggested adding the large spruce centerpiece to the current items being sold. The Board agreed to the suggestion.

Plans for the Greeting Card fundraiser were discussed. Samples were circulated among the Board members for comment and consideration. The Board members decide to use only the Holiday greeting cards at this time.

The mailing list for our concert audiences was discussed. E-mail is a very economical method of contacting our audience. Chuck Hains will explore methods of requesting e-mail addresses from people who visit our website.

Jeremy will have audio CD ready for September 8, 2008. Cost for members will range from \$5.00 to \$7.00 per CD.

Beth Richey and Dick Emerson will obtain licenses for the upcoming Holiday CD.

The Board discussed Beth Richey's request for a wireless microphone system to be used during rehearsals. The approximate cost would be \$300.00. Jeremy Satchell will be consulted for further information and suggestions.

Jeremy Satchell will conduct rehearsal on September 29, 2008 as Beth Richey will not be available.

Towne Singers Board Meeting
August 25, 2008
Page 3 of 3

The Board will meet on the fourth Monday of each month. The next meeting will be September 22, 2008 at 6:00 p.m.

Respectfully submitted,

Vykke Bradford
Director, Artistic Committee