

Siskiyou Singers Board Retreat Minutes

August 20, 2022

9:00 a.m. – 2:00 p.m.

Board Members Present: Mark Reppert, Howie Seay, Mary Van Wesep, Laura Barlow, Mary Bergstrom, Cynthia Tank, Michael Zuzel, Scott Nelson, Loretta Barker

Meeting Called to Order at 10:09 AM

Ice Breaker – Howie led us in a short icebreaker. Everyone chose a coin and told a brief story about themselves according to the date on the coin

Approval of the April 2022 Minutes was tabled until September due to the minutes not being available at this time

Written Reports:

Artistic Director – Mark Reppert

I am looking forward to a wonderful concert. The Mozart pieces are challenging but not crazy. The 2nd half pieces will provide a nice, interesting balance to the Mozart. I think we will have a good mixture of easy flowing and meaty deep pieces.

I am also looking forward to the celebration of the 40th anniversary of the choir. I think we are coming out of the pandemic with renewed vigor!

President – Howie Seay

Despite our best efforts to maintain a safe singing-environment, we were not able to pull off a concert last season. We knew going in that it was going to be a tough effort to get through. With the COVID-19 virus circulating in the Rogue Valley the week of our performance, we were not able to perform our abbreviated show. Luckily, everyone appears to be happy, healthy, and looking forward to the Winter 2022 concert. Financially, we are doing better than one might expect after two years of pandemic. This is because of the foresight and strong work of past boards who knew we might have ups and downs in our ability to support the choir's needs, as well as a strong fundraising effort last season.

The Winter 2022 concert that Mark has planned looks to be one to remember--and the Carpenter Foundation agrees--they are awarding the Siskiyou Singers with a \$5,000 grant. Performing Mozart's Coronation Mass, and other historic choral pieces, with an orchestra and soloists will be an honor. I know I can't wait to see the latest iteration of our concert programs!

We also have a wonderful tour to plan and look forward to. In 2024, the choir will be in northern Italy, performing in the Alta Pusteria International Choir Festival. That is "when the homeland of alpine sport is transformed into one of the most fascinating choral stages in the world". There are many ways to be involved, and hopefully return to other traditions of the choir, caroling and community outreach.

I am looking forward to another great season with the dedicated board members and singers of this choir!

Membership – Currently, there are no members on the Membership Committee.

Publicity/Programs/Public Relations – Michael Zuzel

- Auditions: Media release is prepared and already up on the website. In the 10 days prior to the start of the season I will be posting it on social media. Britt Buzz, the weekly email

newsletter for Britt Festival subscribers, is including a link to our auditions page this summer as part of our ad exchange with them. I will also pre-record an audition announcement for JPR's Jefferson Exchange First Friday Arts Segment (I will be out of town on the morning it airs, so I won't be able to phone in live as usual).

- Website redesign is mostly done, with a few tweaks left to do. Navigation and basic layout remain the same, but I think the new typeface is more readable and attractive, and the large photo of the choir atop the home page is more attention-grabbing. I also made the "donate" link more prominent on the home page, per advice from Chorus America's marketing gurus.

Choir Tour – Cynthia Tank

Rachel Flamm of ACFEA, our tour agency, will attend our Saturday, Oct. 1, workshop to present two proposed itineraries to choir members.

Both itineraries include the 27th Annual Alta Pusteria International Choir Festival, June 13-16, in northern Italy, followed by a day, and possibly one concert, in Venice. Itinerary 1 takes us to Munich and Innsbruck, with 2 possible concerts, prior to the Alta Pusteria Festival. Itinerary 2 takes us to Milan, Lecco, and Ravenna, Italy, with 2 possible concerts, prior to the festival.

After the workshop, we will poll the choir, just as we did for the 2019 tour, to see which tour has the most support, and then the board will decide which itinerary we will sign up for.

The preliminary estimate on the cost of the tour is:

- Itinerary 1 (Germany/Innsbruck) \$4640-\$4952, depending on how many people sign up for the tour.
- Itinerary 2 (northern Italy) \$4598-\$4912, depending on how many people sign up for the tour

The tour committee will be recommending 2 types of concert attire: our usual white tops, black bottoms for the more formal concerts, and Hawaiian shirts with khaki bottoms for the more casual concerts during the festival.

Treasurer's Report – Laura Barlow

Laura expects we will end the fiscal year \$2000-3000 in the negative and we will be able to cover that deficit with funds in the checking account.

Bills and checks pertaining to the upcoming fiscal year should be held until Sept. 1.

Revenue next year is projected to be lower due to fewer singers than pre-Covid, therefore less revenue in ticket sales (singers sell the majority of tickets) and less donation money from singers.

The soloists for the winter concert will cost more than Mark's original projection.

The advertising we sold for the Spring concert will be run for the full 2022/2023 fiscal year without asking those advertisers for more money.

The Profit and Loss statement does not include Shawn's bill which just came in.

Rich Gleitsmann has agreed to approach Adroit Construction about being a sponsor for the winter concert.

The Oregon Cultural Trust has offered some grants in the past for operating costs for small arts organizations. The last application deadline was in March 2022. We will check back to see if this type of grant will be offered again next year.

Given the cost of the orchestra and soloists for the winter concert, and projecting less-than-record-breaking revenue, we expect to run a deficit in the upcoming fiscal year which we will be able to cover with funds on hand.

To access the full profit and loss (P&L) report, contact treasurer Laura Barlow

Development Committee – No Report

Board Business

*** Review 2022-2023 Board Calendar and Board Meeting Schedule**

The following items were addressed:

- October 15 Board Meeting Time was changed to 2:00 PM
- No change to the November 19 Board Meeting Date / Time
- The October Workshop Date is set for October 1
- We confirmed times for the fall concerts December 8, 9, and 10, 2022 The times are:
Friday at 7:30 pm, Saturday and Sunday matinees.

ACTION: Howie will complete the update of the '22-'23 Board Calendar and send out to board members.

*** Mountain Meadows Performances** – Mark talked to Roy regarding interest. Roy's reply was a resounding YES. The questions for the board are, Do we want to do that? And WHEN. In the past we have done so on a Tuesday night. We set the date for Tuesday, November 29.

ACTION: Mark will confirm the date

We need to start thinking about a location for the end of the Fall term choir party.

LUNCH BREAK

Meeting was called back to order at 12:42 pm

Board Business, cont.

*** Changes To The Board** - After lunch we spent a time looking at our current board configuration and changes that need to be made. We started off with a nomination for a new board member.

MOTION: Nominate Fallon Stewart to be elected to the board. Motion was seconded.

MOTION PASSED

ACTION: Michael will inform her

ACTION: Howie will bring her up to date with board materials

Howie gave us an update on the president-elect position. He wants to nominate the next President-elect. They have plans to meet and discuss the responsibilities.

Next, we reviewed board positions recently vacated. The positions are Membership Committee chair; Board Secretary; Siskiyou Singers archivist

Membership Committee Chair - Rich Gleitsmann served as Membership committee chair. Now that he has stepped off the board, the position needs to be replaced. It does not have to be filled by a board member. Howie has talked with Sally Peterson about the position. She has ideas. Howie suggests that we work on there being more than one person on the committee. Regarding that, it was decided that it would be up to the chair to recruit additional people for the committee. Suggestion from the board: Ask newly elected board member Fallon if she is interested in taking on the Membership Chair position. It was agreed that Sally would make a good chair but suggest to her that she ask Fallon to participate.

ACTION: Howie will follow up with Sally and report to the board.

The board looked over the current job description for the Membership Chair position. It was determined that we need to update the Membership Chair job description and the board suggests that new chair does the updating.

Board Secretary - The Secretary position was recently vacated when Katharine Lang stepped down from the board. This position is one that must be filled by a board member.

MOTION: Nominate Mary Van Wesep to the position of Board Secretary. Motion was seconded.

MOTION PASSED Mary accepted.

Archivist – Mark is currently housing all the archival materials. It was suggested that in the future we digitalize everything. It was decided that we will transfer the materials from Mark's garage to the storage unit along with the materials used for Workshops which is currently stored in Mary Bergstrom's garage. Mark suggested we scan all the archived materials currently in storage.

ACTION: A committee was formed of Cynthia, Mary VW, and Mark to devise a plan for the current hard copy archives.

Going forward, the board suggests asking Barry Anderson and Carolyn Sprogis to consider being nominated to the board.

* **2022-23 Siskiyou Singer's Handbook Review**– it was clarified that the handbook is updated every season. The current president and artistic director have to update their piece each season. The current president is in charge of getting the handbook out before the first rehearsal of any given season.

* **School Outreach Program** –Historically, Ashland Rotary gives us a grant for this program. Scott offered to return monies (\$200-\$400) to rotary that we did not use due to COVID. It most likely won't happen this 2022-23 school year because Sally usually sets the calendar with teachers the previous Spring.

ACTION: Mark will talk with Sally about the possibility of resurrecting Outreach.

The board talked about Comp tickets for orchestra members and soloists. The following suggestions were lodged: give each person who qualifies two Comp tickets for the Friday performance (there are 23 orchestra members and four soloists); give each qualifier one ticket only; let those who want Comp tickets ask for them directly.

DECISION: One comp ticket only

* **Filing Cabinets for the Music Library** - Discussion was **tabled** until September.

* **COVID Protocols** – Discussion ensued.

DECISIONS: We will have full rehearsals with a break with doors opened; We will require that members be fully vaccinated; Masks will be optional and we will use up the masks we have and not purchase more; We will continue with spacing; Singers will be encouraged to notify their section leaders if they test POSITIVE.

ACTION: Howie will include the above information in his first email to the choir.

We will revisit this decision should there be a spike in COVID cases.

* **Recruiting for the Choir** – It was suggested that section leaders call previous singers

ACTION: Mark and Howie will compile a list of persons to call

* **Registration Plan & Duties** – arrive at 6:00 pm

- Laura and Mary at the money table
- Scott and Mary checking forms
- Michael & Howie will check vac cards
- Marilyn will hand out music
- Cynthia and Michael will mark spacing
- Auditions in the chapel.
- Mary will print out forms (Cynthia will send Mary the templates)

* **Zazzle store** – we have a Zazzle store on our website. Siskiyou Singer merchandise is available.

* **Update Stationary** - Now that we have a new PO box and a change in board members and board positions, it is time to update our stationary. It was suggested that we have the letterhead template on our individual computers to save money. Another way to save money would be to continue to use our current envelopes but put a new PO address label on top.

ACTION: Cynthia will talk to our printer to determine this possibility.

MEETING ADJOURNED: 2:29 PM

Board Meeting Calendar 2022/2023

- September 17
- October 15 @ 2:00 PM (note time change)
- November 19
- January 21, 2023
- February 18
- March 18
- April 15
- May 20

Location of next board meeting: Ashland Works