

Siskiyou Singers Board Minutes

November 18, 2023 9:00 am

ZOOM

Board Members Present: Mark Reppert, Steve Thomas, Laura Barlow, Mary Van Wesep, Mary Bergstrom, Loretta Barker, Michele Kyle, Scott Nelson **Absent:** Howie Seay

Meeting Called to Order at 9:06 AM

Approval of October 2023 Minutes – *(It was pointed out that the choir has not, as yet received a list of Emergency Contacts as was stated in the October minutes and that it is imperative that members have that document before the concerts.)*

ACTION ITEM: Steve will get the list from Howie our Database Manager

MOTION: Scott Nelson moved that the Board Minutes of October 2023 be approved.
Motion seconded by Loretta Barker. MOTION PASSED

WRITTEN REPORTS

Director – Mark Reppert –

I was disappointed to have to cancel the Josquin Ave Maria, but it needed to be done so that we could do well on the rest of the pieces for the program. It is already on the list for Fall of '24.

The harpsichord will be on stage for our concert. It was a much more complex negotiation than I imagined, but I believe it will be worth it.

We will not sing Shalom Chaverim on the program because of the possibility of sending a political message that we do not intend. We will do a sing-along instead.

Unfortunately, Emma McNairy, our top-flight soprano, will not be able to join us in the Fall of '24 for the Poulenc Gloria. She has provided me a list of excellent sopranos that she would recommend. We may want to check with one of them (I'm on it).

I look forward to wonderful concerts Dec. 8, 9, 10.

President – Steve Thomas –

We are rolling right along in preparation for our December concerts. We've only had a couple singers drop out for different reasons. Mary Van Wesep has graciously taken on the Ticket Manager job. Laura Barlow secured Becky Martin (her late husband, Jim Martin, used to sing tenor with us several years ago) to be our House/Usher Manager and we currently have 7 of the 12 volunteer ushers that we need signed up. Laura also ran a very successful EMEY campaign in October. Howie has volunteered to be our Box Office Manager and is making arrangements for our Sunday after party at the Baldwin's home.

Information and food signups for the potluck party need to get started soon. I have reserved the truck and movers for transporting our risers and signed up enough people to setup and takedown. Sally Peterson wrote and sent an email template for singers to use in selling tickets and she will begin the poster and postcard distribution at rehearsal Tuesday evening 11/14/23.

Also, Sally, Michele Kyle and Katharine Lang have been working hard on a "Communications and Connections in the Digital Age Task Force" to figure out ways to expand our use of social media for advertising and communicating more consistently with our singer members, audience members and the public at large.

Mark and Mikiko have made arrangements for use of the SOU harpsichord at our Drech rehearsal and all 3 concerts.

Big "**Thank You**" to everyone for all your help in making our organization successful and continue to improve and grow! Lots Happening!

Publicity – Michael Zuzel –

- * Publicity activities for the holiday concert are going according to schedule. The last major task of the season is layout of the concert program, which is happening now.
- * We got a nice story from the Rogue Valley Times this week regarding our holiday concert and next year's Italy trip. We didn't pitch it; they came to us with the story proposal, which is always nice. In the four hours after the story appeared on the RVT website, we sold \$200 in tickets online. In the print edition, the story dominated page 3 of the entertainment section and included two photos.
- * The SOPBS promo turned out really well, I think, thanks to new photos (taken at last spring's concerts), some masterful audio engineering by Andrew, and a great sounding choir.
- * I found out too late that the board had decided to raise ticket prices this season, so the ad that appears in the SOPBS bimonthly program guide has the old (\$20) price. I was able to get a revised ad to JPR in time for their program guide, and all other ads going forward will have the correct information.

ADDITIONAL COMMENTS AT BOARD MEETING: The board has to do a better job of informing Michael and Cynthia of decisions made that effect the work they do for the choir.

ACTION ITEM: Steve will inform Howie, Box Office Manager, that if a person claims to have seen advertisement claiming tickets are \$20, he is to give them the ticket at that price.

Membership – Howie Seay –

My update today will summarize the planning of the season's After-Party, which will be held at the Baldwin's house on December 10th at 6pm. Normally, I do not believe that we have set a specific start-time, but Margaret and Keith are asking for an hour from the end of the concert to give them time to finish preparing for the party. In addition to the parking attendant, the Baldwin's also need some help preparing for the party.

I have arranged for a kitchen staffer and the parking attendant. Caitlyn Abshire, the party staffer, will arrive by 4pm, and again this year, my brother, Ted, will be there by 5:30pm to assist with the parking. They are donating their time.

If you have not seen it yet, [here is the A2er-Party Sign-up Form](#). The board will need to discuss:

- The wine budget: The Baldwin's insist that singers not bring wine and that it is supplied in routine fashion of Keith's Costco selections.
- The pianist: We need to select and compensate the pianist.

Choir Tour – Cynthia Tank – no report

Communications and Connections in the Digital Age – Sally Peterson

Siskiyou Singers – Communicating and Connecting in the Digital World

October 11, 2023 Meeting: Michele Kyle, Katharine Lang, Sally Peterson

Report from Sally for the media communication group, Siskiyou Singers – Communicating and Connecting in the Digital World:

- * Two specific areas to focus upon at this point
- *. Continue to increase, improve, and connect use of Facebook and the Website.
- *. Add Instagram to our social media outreach.
- *. Consider applying for a grant so we can pay someone to update and possibly maintain the website, Facebook, and Instagram.

Next steps for this concert:

- *. Sally will continue to post on Facebook photos and information about our upcoming concerts at least once a week. This will include our 15 second SOPTV video. This will also include photos from our

Mountain Meadows concert. The plan will be to have the same information on our website.

* Michele will communicate with the Board to keep them apprised of what is happening.

* At the next meeting, Michele will discuss applying for a grant to pay someone to update and possibly maintain the website, Facebook, and Instagram.

Where we are as a committee:

* Sarah has resigned from the choir and is at this point not responding to emails.

* Katharine is having knee replacement surgery and is basically out of commission until after the new year.

At this point the committee feels it needs to put a hold on creating a blog or an email blast. Our focus needs to be on improving and expanding what digital outreach we currently have.

ADDITIONAL COMMENTS AT BOARD MEETING: Due to circumstances, Sarah and Katharine are not currently involved in this committee. Only Sally and Michele. They want to come up with a way to record rehearsals so that people who have to miss a rehearsal will be able to stay on track. It was pointed out that Michael Zuzel has done some research in this area. The group also wants to explore the possibility of acquiring a project grant to fund their goal of streamlining two or three platforms. In addition, they want to explore Facebook possibilities, such as removing an administrator, Peter Wycliff, who no longer is associated with the choir.

ACTION ITEM: Michele and Mark will talk to Michael Zuzel to find out what research he has already done regarding the taping of rehearsals.

ACTION ITEM: Michele will talk to Michael Zuzel about how to best to blend several platforms

ACTION ITEM: Michele will check with Michael Zuzel how to make Sally Peterson the administrator of our Facebook page.

ACTION ITEM: Michele will meet with Sally and, with computers in hand, explore the capabilities of Facebook.

Treasurer's Report – Laura Barlow

- **Balance Sheet as of October 31, 2023** - Keep in mind the funds in the Italy Tour account are not SS funds.
CD will be maturing on Dec. 21. I will roll it over into the best rate available on that date.
- **Profit and Loss Statement as of October 31, 2023** - Some additional ad revenue has been received in early November.
Ticket sale revenue in October? – PayPal oops.
Music purchases – no bill from JW Pepper. Last year it came in September. Maybe Marilyn could check our account with them and make sure they have the correct PO Box?

ACTION ITEM: Mark will check with Marilyn to find out if JW Pepper has sent an invoice.

ACTION ITEM: Mary Bergstrom will check with JW Pepper to determine if they have the correct mailing address for Sisikiyou Singers

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

- **Development Committee Spreadsheet as of October 31, 2023** - A grant for \$2100 from the James F. and Marion L. Miller Foundation was received last week but is not reflected in any of the reports since the cut-off for the reports is October 31.
- **Fundraising** - EMEY - 96% is definitely a success!
Letters have been going out this week to non-singer donors.

Grant Application Status - Oregon Arts Commission – We have been notified we would receive \$2363 in a few months.

James F. and Marion L Miller Foundation – Received \$2100.

Oregon Community Foundation – Still waiting for notification.

- **Box Office** - Howie has offered to do the Box Office in December since he had to bail on singing due to work and family travel.

ACTION ITEM: Laura and Mary B will firm up where to place grant money in Sales Force

ACTION ITEM: Scott will continue to monitor the Rotary grant which funds Outreach

OLD BUSINESS

HOUSE USHER MANAGER- Becky Martin has agreed to be our House Manager. Laura Barlow has been busy finding ushers and we have 11 of the 12 usher spots filled. We need one more for Friday night. SUGGESTION: Have Steve announce the need at our next rehearsal or ask Sarah or Inga directly. *(at the conclusion of our meeting Mary Bergstrom announced that her husband, Bruce, agreed to be the 12th usher)*

AD SALES STATUS – Sarah intends to finish what she started. Sarah was to collaborate with Michael and Shawn to wrap up the Ad Sales. The deadline for ads has passed

LAND ACKNOWLEDGMENT FOLLOW-UP – Scott followed up with SOU. It is up to us what we want to do with this. Scott recommends that we put a blurb in our program. We could use an abbreviated SOU piece.

ACTION ITEM: Scott will put together a blurb to be included in our program. He will write it and send it on SLACK for board approval before sending it to Michael Zuzel.

DONATING TICKETS

THE ABOVE ITEM IS TABLED UNTIL NEXT SEASON

CHRISTMAS PARTY – Keith Baldwin wants to take care of the wine. The last time we had a Christmas party at the Baldwin's we incurred the following costs:

\$695 – cheese plates, wine

\$150 – pianist

There was a cost for valet parking but this year the service will be donated by Howie's brother. The board would like to set a budget. Scott will talk with Keith further on this issue. The board also suggested that we offer the pianist job to Mikiko. Mark offered to talk to Mikiko about it.

ACTION ITEM: Scott will talk to Keith about a wine budget

ACTION ITEM: Mark will ask Mikiko if she would like to play the piano at the party for her regular service fee of \$150. If she says no, then Mark will ask Rob to do it for that same price.

