



Harrisburg Gay Men's Chorus Board Meeting Minutes February 17, 2019

Location: Unitarian Church of Harrisburg

Attending: Kyle Junk, Doug Wentz, Steve Creps-Rougeau, Ted Neal, Tom Lynes, Bob Reisch, Adam Gustafson

Absent: Bill Sprout, Marlene Kanuck, Robb Papapietro

- 1) **Call to order:** The meeting was called to order at 7:00 PM by President Kyle Junk.
- 2) **Additions/Deletions to the Agenda:**
 - New Business – Reserve Capitol Rotunda
 - New Business – 2019 Highmark Walk for Healthy Communities
 - New Business – Philadelphia Gay News article
- 3) **Approval of January 20th Meeting Minutes**
 - Approval of the January minutes was proposed by Doug and seconded by Tom with all voting in favor, apart from Ted as Secretary who abstained.
- 4) **Treasurer Report**
 - Refer to following documents:
 - Monthly Balance Sheet
 - YTD by Month P&L
 - Monthly P&L Detail Report
 - Written Treasurer Report
 - Valentine Fundraiser Preliminary Report
 - HGMC 2018 Balance Sheet Review
 - HGMC 2018 P&L Detail Review
 - HGMC 2018 P&L Review
 - HGMC 2018-19 Proposed Revision3
 - HGMC 2019 Spring Concert proposal explanations
 - All voted in favor of the acceptance of the monthly report apart from Steve as treasurer who abstained.
 - All voted in favor of the acceptance of the 2018 annual report apart from Steve as treasurer who abstained.
- 5) **Reports**
 - **President:**
 - N/A
 - **Vice President:**
 - Refer to VicePresidents Report –February 2019

- **Secretary:**
 - N/A
- **Artistic Director/Production Committee:**
 - N/A
- **Committees:**
 - **Finance:**
 - Refer to HGMC Finance Committee Report 2019-02-17
 - **Publicity:**
 - Refer to PR Report – February 2019
 - **IT:**
 - Refer to IT_02_17_2019

6) **Executive Session** – This is an off-the-record portion of the meeting where board members can speak freely about their concerns. No official business is decided.

7) **Unfinished Business**

- **Fundraising Wrap-up.**
 - Kyle noted that the February 10 Valentine Fundraiser at 704 Lounge exceeded expectations in fund raising and crowd size. Over \$1,300 was raised. The biggest flaw having fundraisers at 704 continues to be the faulty and unreliable sound system. The owners were made aware of the problems including wireless microphones on invalid frequencies.
 - Everyone agreed the Beer Concessions at the Sports and Outdoor Show at the PA Farm Show Complex were a huge success this year. Steve noted that income should be at least \$5000 and may reach \$7000. In addition, tips were over \$1600 and have already been deposited. 23 volunteers contributed almost 350 hours of their time.
- **2018 Internal Audit.**
 - Chris Aulbach has agreed to perform the 2018 Audit. Doug proposed, and Bob seconded a motion to select Chris as the auditor. All voted in favor.
- **Collaboration/Communication Tool – Phone App.**
 - Doug introduced the application “Slack” as a potential collaboration and communication tool for the chorus to limit the need for emails and text message threads. The application can be run on a smart phone and a computer desktop.
 - The executive board members have been using and testing the application and are all pleased with it. It is planned to add the entire board of directors to the application during February and add the entire chorus in March.
 - Communication groups within the chorus can be created for specialized communication such as singer sections or committees.
- **2019 Spring Concert Budget Revisions.**
 - Steve created extensive budget changes as a result of higher than expected expenses for the “Two Boys Kissing” concerts, along with higher than expected fundraising income. He reviewed the changes (which are documented in some of the treasurer’s reports listed above.)

- It was agreed to include an addition of up to \$400 to reimburse the four volunteer script readers.
- Adam noted that it isn't necessary to purchase another set of risers as he can acquire the use of an additional set if necessary, for the concert.
- Doug noted that the concert venues are not finalized due to our search for larger locations and the need of those locations to be made aware of and approve the profane language that occurs in the libretto.
- Tom moved, and Doug seconded a motion to approve the budget changes. All voted in favor.
- **2019 Season Planning.**
 - Themes – Adam indicated that the general themes for the Winter 2019 and Spring 2020 concerts should be in place by late March. The music has all been received. The singers will receive all their music in a spiral binder, as the concert will consist of one oratorio.
 - Winter Dates – Kyle referred to a listing of proposed dates for Winter 2019 and Spring 2020. Refer to document ConcertDatesProposedw3yrhistory. He also noted that Winter 2019 would be the alternating year where HGMC* would travel to Baltimore for a joint concert with the Baltimore Men's Chorus. Because venues and dates are not final, it was agreed that the Spring 2019 concert programs would refer to the coming Winter concerts without specific dates and locations being given.
 - Spring Dates – Adam is participating in ongoing discussions with CPWC* concerning developing a joint Spring 2020 concert or concerts. This arrangement could allow both choruses to allot more time for preparations for GALA 2020, as their individual concert contributions would be shorter. Feasibility depends on the choruses to come to agreements on dates, venues, and presentation issues.

8) New Business

- **Reserve Capitol Rotunda for April 6.**
 - HGMC is due for new pictures as a result of an increasing membership, and the publicity surrounding the "Two Boys Kissing" concert. Tom will arrange to reserve the rotunda as a site for the pictures.
- **2019 Highmark Walk for Healthy Communities.**
 - Doug noted that the 2019 walk is coming in May, and the event should be noted in our calendar.
- **Philadelphia Gay News Article.**
 - Tom suggested contacting the Philadelphia Gay News for potential coverage of the "Two Boys Kissing" concert. Doug agreed to reach out to them.

9) **Next Board Meeting:** Sunday March 17, 7:00 PM at Unitarian Church of Harrisburg.

10) **Adjournment:** Adjournment was proposed at 7:59 PM by Ted and seconded by Doug with all voting in favor.

*Abbreviations: HGMC - Harrisburg Gay Men's Chorus, CPWC – Central Pennsylvania Womyn's Chorus

Respectfully submitted by Ted Neal, Secretary.