



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

Location: Unitarian Church of Harrisburg

Attending: Kyle Junk, Doug Wentz, Steve Creps-Rougeau, Ted Neal, Marlene Kanuck, Robb Papapietro

Absent: Bill Sprout, Tom Lynes, Bob Reisch, Adam Gustafson

- 1) **Call to order:** The meeting was called to order at 7:07 PM by President Kyle Junk.
- 2) **Additions/Deletions to the Agenda:**
 - New Business – Savor Contract
 - New Business – April Bull Ride Mania
- 3) **Approval of February 17 Meeting Minutes**
 - Steve noted a correction in Fundraising Wrap-up.
 - Approval of the February minutes after corrections was proposed by Robb and seconded by Doug with all voting in favor, apart from Ted as Secretary and Marlene who abstained.
- 4) **Treasurer Report**
 - Refer to following documents:
 - HGMC20190317Balance Sheet
 - HGMC20190317PLbyMonth
 - HGMC20190317PLDetail
 - HGMC20190317PLFinal
 - Steve noted that *HGMC is in excellent financial shape, and well prepared for the greater than usual Spring concert expenses.
 - All voted in favor of the acceptance of the monthly report apart from Steve as treasurer who abstained.
- 5) **Reports**
 - **President:**
 - N/A
 - **Vice President:**
 - Refer to VicePresidents Report –March 2019
 - **Secretary:**
 - N/A
 - **Artistic Director/Production Committee:**

- N/A

- **Committees:**

- **Finance:**

- Refer to HGMCFinanceCommitteeReport20190317

- **Publicity:**

- Refer to PR Report –March 2019

- **IT:**

- N/A

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**

- **April 6 – Capitol Rotunda Photos.**

- The Rotunda has been reserved to assure a location in case of bad weather. We are also considering other locations. An outdoor venue may also be chosen.
 - Chorus members will be reminded of the photo shoot and date at next rehearsal.

- **April 8 – Sharing Our Caring.**

- There were no updates, Chorus members will be reminded of the event at rehearsal.

- **April 28 – Pay the Rent Concert.**

- We are planning to use two of the numbers from the upcoming “Two Boys Kissing” concert to fulfill this commitment.

- **May 18 – Highmark Walk for Healthy Communities.**

- It was noted that this will occur on the date of our last concert for Spring. This is not considered to be an issue.
 - Steve moved, and Doug seconded a motion for HGMC to participate in the walk. All voted in favor.

- **2019 Spring Concert Updates.**

- Doug commented on the progress being made to stage and publicize the event. Reference the “PR Report –March 2019” noted above.

- **Voices United 2019.**

- It is tentatively decided that HGMC will handle the finances for the event while turning over the rest of the preparation (publicity, event planning, programming) to *CPWC.
 - Marlene suggested, and it was agreed to, that a meeting between the two groups should be held to resolve the details.

- **2019 – 2020 Season Planning.**

- Reference the board meeting agenda, 201903MeetingAgenda item 7g, for tentative Winter and Spring dates.
 - Themes – Looking to complete by end of March if possible.
 - Details remain to be worked out concerning a potential joint Spring concert with CPWC.

- **2018 Internal Audit.**

- Steve is preparing the books to turn over to Chris Aulbach, who was approved to conduct the audit at the previous board meeting.

- **Collaboration/Communication Tool – Slack Phone Application.**

- The consensus on the Slack application was favorable, and it was agreed to create a message group for chorus members, with any additional groups to be determined. Current message groups are for board members and executive board members.
- Doug noted that to receive alerts of any new communications by Slack, the application itself must be closed.

8) New Business

- **Performance Request – Elizabethtown UCC.**
 - Doug reported that Christ Church UCC of Elizabethtown submitted an online web request form asking HGMC to perform at the church on Sunday December 1st at 1:00 PM. The church has recently become LGBT welcoming and affirming. The request offered payment as well.
 - The consensus was that this is a good opportunity for the chorus to expand its performance range. It was also viewed as positive that the Unitarian Church of Harrisburg (UCH) Pay-the-Rent concerts will be that same morning, so the members will not have to reserve an additional day for performing.
 - Doug moved and Ted seconded a motion to accept the performance request. Doug will ask if the performance can be moved to 1:30 to allow more travel time from UCH to Elizabethtown.
- **Savor Food Service Contract.**
 - Kyle discussed a contract mailed to us by Savor, the food service provider for whom the chorus works when running concessions at the PA Farm Show Complex.
 - While enumerating various fines and penalties for contracted groups, the contract does not indicate the base commission the contracted group earns.
 - There are sections listing requirements that have not been stated before or have been unclear or haphazardly enforced relating to dress, RAMP certification requirements, arrival times, and tipping, among others.
 - Robb will meet with Jason from Savor to get a more realistic idea of what is expected, and to clear up the details before Kyle signs it.
- **April Bull Ride Mania Fundraising Event.**
 - HGMC will participate in the April 13th Bull Ride Mania at the PA Farm Show Complex, staffing two beer portables. The hours are 5:00 PM – 11:00 PM. Participation is somewhat dependent on the results of Savor Food Service Contract.

9) **Next Board Meeting:** Sunday April 14th, 7:00 PM at Unitarian Church of Harrisburg.

10) **Adjournment:** Adjournment was proposed at 8:50 PM by Doug and seconded by Robb with all voting in favor.

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

Respectfully submitted by Ted Neal, Secretary.