



Harrisburg Gay Men's Chorus
Board Meeting Minutes
April 14, 2019

Location: Unitarian Church of Harrisburg

Attending: Doug Wentz, Steve Creps-Rougeau, Ted Neal, Marlene Kanuck, Robb Papapietro, Tom Lynes

Absent: Kyle Junk, Bill Sprout, Bob Reisch, Adam Gustafson

- 1) **Call to order:** The meeting was called to order at 7:04 PM by Vice President Doug Wentz.
- 2) **Additions/Deletions to the Agenda:**
 - New Business – GALA 2020
 - New Business – Board Position
 - New Business – Board Elections
- 3) **Approval of March 17 Meeting Minutes**
 - Approval of the March minutes was proposed by Marlene and seconded by Robb with all voting in favor, apart from Ted as Secretary who abstained.
- 4) **Treasurer Report**
 - Refer to following documents:
 - HGMC Balance Sheet
 - HGMC P&L by month 2019-04-14
 - HGMC P&L Detail 2019-04-14
 - HGMC Treasurer Report for 2019-04-14
 - Steve noted that the annual N990 form was completed and sent to the IRS.
 - 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 – April 2019
 - **Secretary:**
 - N/A
 - **Artistic Director/Production Committee:**
 - N/A

- **Committees:**
 - **Finance:**
 - Refer to HGMC Finance Committee Report 2019-03-17
 - Robb noted that he has set up a meeting with Jason from Savor, Inc. to discuss the Farm Show Complex contract issues.
 - **Publicity:**
 - Refer to PR Report – April 2019
 - Marlene will contact CPWC on getting back to HGMC concerning joint Spring concert issues and coordinating the dates. Doug will delay contacting the venues about dates for a few days.
 - **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 28 – Pay the Rent Concert.**
 - Nothing additional to report.
- **2019 Spring Concert Updates.**
 - Flight arrangements have been made for composer Joshua Shank to arrive in Baltimore on Thursday May 16 and to return Sunday May 19. We may have a “Meet and Greet” before the May 17 and 18 concerts with Joshua.
 - The concert playbills were discussed. It was agreed a synopsis of the story along with the titles of the sections would be included.
 - May 11 – Market Square Presbyterian.
 - Time and space have been reserved for a possible reception after the concert. It was suggested HGMC serve sheet cake, cookies, bottled water and coffee.
 - Our dress rehearsal will be held here Wednesday May 8.
 - May 17 – St. Peter’s Lutheran, Middletown.
 - It was suggested we arrange a reception after the concert for members of the show and Joshua. Lancaster Brewing Company was mentioned as a possible location.
 - May 18 – Union Lutheran, York.
 - Doug will contact the church about providing a reception.
- **May 18 – Highmark Walk for Healthy Communities.**
 - No updates.
- **June 21 – National Anthem for Harrisburg Senators.**
 - Pride Night at the stadium was moved from August.
- **June 28 – National Anthem for York Revolution.**
 - No Updates.
- **2019 – 2020 Season Themes.**
 - Themes are due by mid-May to allow advertising to be prepared.
- **2018 Internal Audit.**
 - Chris Aulbach will receive the audit materials Monday April 15.

8) **New Business**

- **GALA 2020.**

- CPWC has already received registration information for 2020. Registration is apparently open, and HGMC has not yet received notification. Marlene will send the appropriate information to Steve.
- CPWC is requesting that our choruses perform in adjoining time slots in the same hall so that we can perform a potential joint number.
- Steve moved and Robb seconded a motion to register HGMC for GALA 2020. All voted in favor excepting Tom who abstained.
- **Board Position.**
 - The bylaws were consulted to determine how to handle the situation where board member Bill Sprout has not attended a board meeting since September 2018, and never contacted anyone to explain his absence.
 - Steve moved and Tom seconded a motion to instruct Kyle to contact Bill Sprout and request he submit his resignation from the board before the next board meeting. All voted in favor (6-0).
- **2019 Board Elections.**
 - Vice President (Doug), Treasurer (Steve), and two at-large board member positions (Bob R., Bill) are up for election in August.
 - Steve moved and Tom seconded a motion to create a nominating committee consisting of Ted and Robb. All voted in favor.
- **May Board Meeting.**
 - Robb moved and Ted seconded a motion to move the May meeting to Monday May 20 due to transporting Joshua Shank to Baltimore on May 19. All voted in favor.

9) Next Board Meeting: Monday May 20th, 7:00 PM at Unitarian Church of Harrisburg.

10) Adjournment: Adjournment was proposed at 8:40 PM by Robb and seconded by Marlene with all voting in favor.

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

Respectfully submitted by Ted Neal, Secretary.

Addendum 1 – Monday April 22nd, 6:30 PM

A supplemental meeting of the Executive Board was held at Unitarian Church of Harrisburg

Present: Kyle Junk, Doug Wentz, Ted Neal, Steve Creps-Rougeau

Item 1 – It was unanimously approved to allocate additional funding for Joshua Shank's hotel room during his visit to Harrisburg over the weekend of May 17-19.

Item 2 – It was unanimously approved to approve the \$1000 contract for the pianist to accompany the chorus for all rehearsals from April 22 and concerts on May 11, 17, and 18.

Addendum 2 – Wednesday April 24th, 12:00 PM

A supplementary meeting of the Board of Directors was held via email.

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

Item 1 – Kyle moved, and Marlene seconded a motion to appoint Chris Aulbach board member to serve out the term of Tom Lyles, who resigned. The term extends through July 2020. All voted via email in favor.

