



HARRISBURG GAY MENS CHORUS

Minutes, Board of Directors Meeting: Feb. 23, 2014

LOCATION: Unitarian Universalist Church, 1280 Clover Lane, Harrisburg, PA 17113

ATTENDING: Marlene Kanuck, Ed Diel, David Zayas (delayed), Jeff Mitchell, Bob Nease, Eric Laumer, Kevin Wagner, Kelly McEntee, Adam Gustafson

ABSENT: Robb Papapietro

GUESTS: None

-
1. CALL TO ORDER: Meeting was called to order at 6:00 PM by Jeff Mitchell
 2. MEETING AGENDA: Kevin wants to add Give-Out Day; Ed will add items to VP Report. EL moves to approve with changes, Ed 2nds. All in favor to approve, motion passed.
 3. MEETING MINUTES 01/19/13: Motion to accept made by Kelly, Marlene 2nds. Eric abstains. Approval to be finalized in March, quorum not reached.
 4. EXECUTIVE REPORTS:

PRESIDENT:

- I organized a small HGMC ensemble to sing at a last minute Wedding Event (thank you Kevin Wagner for forwarding contact info.) for last Saturday evening. The Chorus earned \$300. For this event and the event coordinator thanked us for our professionalism and looks forward to working with us in the future.
- I helped Eddie out with the **Drag Fundraiser last Sunday**. The event was a huge success thanks to all the efforts of **Eddie Diel** and **Robb Papapietro** for event organization and improvement. Eddie did an exceptional job helping to increase the profitability of this fundraiser. The event made more money than the previous year due to eliminating over-head costs of piano/accompanist. We also earned more due to the efforts of **Kevin Wagner** running the door (Eddie implemented Cover charge and drink sales revenue from 704). **Bill Sprout** was instrumental in increasing 50/50 raffle ticket sales. **Bob Nease** and his sister **Joyce** were a large part of our surpassing last years' income thanks to their snack sales. This is a successful, fun event, Many Thanks to Eddie for Chairing our Halloween and February Fundraisers.
- I have reached out to Louie Marven at the LGBT CENTER to help promote the **LGBT Supportive Youth Recruitment** for our Spring Concert. I need Board Members with contacts at area High Schools, CASA etc. to use their connections to help make this a successful venture. Offering this education component was a key to gaining the Grant from Jump Street this year.
- Many thanks to **Bob Nease** for the continued organization of **the Farm Show Events**. The Sportsmans Show was a LOT of work to provide coverage for but it will undoubtedly be our **most profitable Farmshow** event of the season. Special **Thanks to the CPWC** for working together with us on this event.
- We need to aggressively push to **promote the NJ Concert March 1**. Please use connections to get the word out and bring in as many people you can for this concert event. It promises to be a most excellent and memorable occasion. Extra postcards are available from Kevin Wagner.
- I am very pleased with the rapport **Adam Gustafson** is establishing with the HGMC as our guest AD.
- Work contacts for Students to March 31st rehearsal, MK will contact CASA, Cheryl Giles: Past Principal. Jeff to e-mail language to group for solicitation. GSA Summit @ Dickinson may have contacts. EL and JM to construct a sheet with solicitation. Due to e-mail out Wednesday Feb 26th.
- Please be prepared to submit and discuss your budget issues for next season at the April Board meeting.

Jeff Mitchell

VICE PRESIDENT:

- I worked with other members at the Farmshow complex for the Outdoor show. We were very busy.
- This Year's February benefit Drag show was a complete success. We made right around \$1200. I would not have been able to do it without the help of many people. Thank You Robb for his DJ services and for being the Liaison to 704 Lounge. Thank You Kevin W. for working all of the money and the door. Thank



HARRISBURG GAY MENS CHORUS

Minutes, Board of Directors Meeting: Feb. 23, 2014

You Ben for singing and for letting me over-work an elderly person. Thank You Bob and Joyce Nease for running the little food concessions. Thank You Bill Sprout for working his ass off, literally to help with ticket sales for the 50/50 and for being my go to person on that evening. I would like to thank Betty Whitecastle (Jeffery) for being such a great Co-Hostess and always being there for anything when I needed her.

- We received many compliments from the Owners or the 704 Lounge. They were appreciative of our Professionalism and the large number of customers we brought in. 704 Lounge is very interested in teaming up with us on future events. I mentioned our interest in teaming up for the Halloween Party. I was told the second floor WOULD be complete by then.
- To thanks the professional Queens, motion was made to give them \$50.00 each, which is more than last year as the event netted more. Bob Nease 2nds and all were in favor.
- Thoughts for the next Party:
 - Possible Group Number to start off the show for an even more polished production. (Think Dream Girls)
 - Maybe an a capella number from the GUYS of the chorus (Something we already know)
 - Make the Show Non Smoking, maybe.
 - More Queens (we had four "real" queens lined up this year but two canceled in the last 18 hours.)
 - Pray that 704 gets a new sound system.

Ed Diel

SECRETARY:

- **Matt Scriven** will be seeking Beta Testers for his new Choral Intranet software in the near future.
- **Minutes** of the January Meeting were forwarded for consideration to the Board on February 20, 2014.

Eric Laumer

TREASURER:

There was no Financial Committee meeting for the month of February.

- **"Just Because...I Love You" Valentine Benefit Final Report:**
 - Kudos to Eddie, the final tally was \$1090.00 taken in from the benefit. The breakdown is:
 - \$40.00 from the sale of our special drink at Bar 704
 - \$155.00 from food sales (thanks to Bob Nease and his sister, Joyce!)
 - \$104.00 from the 50/50 raffle drawing
 - \$791.00 from tips and door donations
 - Best guestimate is that approximately 75 people attending the event
- **Additional Sponsorship:**
 - Kudos also to Eddie Diel for securing a \$250.00 donation from Members 1st FCU this month!!!
- **Amazon Smile:**
 - We received notification on February 12, 2014 that a \$10 donation from the Amazon Smile Foundation will be deposited into our account shortly. This is an amount we collected over just a two month period using the new program. I hope to more actively promote this on the website, Facebook and concerts to get even more activity. Remember to use www.smile.amazon.com when you purchase items online at Amazon and select HGMC as the organization to give towards.
- **GALA Savings:**



HARRISBURG GAY MENS CHORUS

Minutes, Board of Directors Meeting: Feb. 23, 2014

- We currently are in good standing with our projections for the 2013-14 budget year in terms of the GALA savings account. I will continue to move the \$275 amount each month provided we can meet our monthly operating expenses first. Right now the balance stands at \$2011.30.
- **Court Ruling:**
 - On February 5, 2014 District Justice Barbara Pianka ruled in HGMC's favor in terms of collecting a debt owed the Chorus from a prior member with the GALA 2012 event. The amount awarded is \$449.49. We now must attempt to collect the debt. A letter was sent to the individual involved as of February 19, 2014 asking for payment. I will continue to update the board in terms of collecting the debt.
- **Budget Projections for 2014-2015:**
 - We need to begin the process of collecting information from all committee chairs and board members to formulate a budget for next year. I will provide each committee chair and board member with a breakdown of last year's budget and ask that each of you submit this document back to me by our **March 2014 board meeting** so that a preliminary budget can be drawn up for the April 2014 board meeting. I ask that you consider how we can continue to keep costs where they are or reduce spending in the coming year. Your prompt attention to this matter is greatly appreciated!
 - Additional Notes:
 - A preliminary budget sheet for committee estimating for next years' expenses has been created by Kevin and can be found at the end of these Minutes.
 - \$50.00 line item represents our gift to the UU Church for all they do for the Chorus.
 - \$10.00 line item was from Amazon Smile.
 - April Board meeting will focus on Budgeting – Farm and Drag shows seem to generate the most income.
 - Kelly and David move to accept the Treasurer's report. All in favor
- **All treasurer reports are attached.**

  
BALANCE SHEET - PROFIT & LOSS PROFIT & LOSS -
FEBRUARY 2014.pdf DETAIL - CURRENT F. FEBRUARY 2014.pdf

Kevin Wagner

ARTISTIC DIRECTOR:

- Ada reports feeling very welcomed and supported.

5. COMMITTEE REPORTS

● FUNDRAISING

- Bob Nease reported that the Outdoor show should yield \$2,843.78.
- Bob Nease, Robb Papapietro, Ben Martindale and Kevin Nield have attended RAMP training for the group to be able to work the alcohol sales booths.
- For the next Bullride Mania, it was asked if the Chorus could work a beer-only booth. Bob Nease to investigate.

Bob Nease

● FINANCE



HARRISBURG GAY MENS CHORUS

Minutes, Board of Directors Meeting: Feb. 23, 2014

- Please refer to the enclosed Budget spreadsheet provided by Kevin Wagner at the end of these Minutes.
- ANNUAL CAMPAIGN
 - Terry Karanen will be spearheading efforts again for the 2014-2015 season.
- PR

All issues relating to PR has been handled by Kevin Wagner with no committee being formed.

Publicity for Garden in the Keystone:

- 1) The following items were posted on February 9, 2014 for the "Garden in the Keystone" concert on March 1, 2014:

- | | |
|--|--|
| • WGAL Online Events Calendar | • Events in PA – Online database of events |
| • WHTM Online Events Calendar | • American Towns – Online database of concerts |
| • WHP-21 Online Events Calendar | • WINK 104 – Online Events Calendar |
| • WITF – RSVPA Online Events Calendar | • River 97.3 – Online Events Calendar |
| • PennLive – Patriot-News Online Calendar | • LGBT Coalition Center Calendar |
| • Cumberland – Online Sentinel Events Calendar | • Central Voice Online Calendar |
| • Eventful – Online database of events | • Craigslist – Event Center |
| | • Eventmap.us |

- 2) The poster was issued to the members on Monday, February 10, 2014.
- 3) The postcards were mailed as of Monday, February 17, 2014. **Dickinson Print Center offered to allow us usage of their bulk rate program which saved the Chorus a total of \$13.63 in mailing costs.** They offered this service to us for all future mailings!

Pride Festival 2014:

- 1) I have received all the necessary paperwork for HGMC to apply for a space during the 2014 Pride Festival on July 26, 2014. The cost for a non-profit space is \$75.00 (with a \$15 reduction in cost if we apply before 5/31/14). The cost to purchase wristbands for Chorus members is \$7/each. Request board approval to submit the application for a space rental and for wristbands. All were in favor of continuing participation. Board agreed to purchase wristbands for 10 persons @ \$7.00 each.

Publicity Information for New Members:

- 1) Eric Laumer provided me with the text and background information in order to send out e-blasts in an attempt to secure new members for the Chorus.
- 2) E-blasts were sent to all within our mailing list on the following dates – January 3, January 10, & January 17.

Chorus Website and E-mail Account:

- 1) Within the past week our website showed an increase of 85 new visitors and there has been an increase of 29% in terms of traffic to the website over last month. Most of this was viewing our Valentine Fundraising event.



HARRISBURG GAY MENS CHORUS

Minutes, Board of Directors Meeting: Feb. 23, 2014

Jeff suggested for purposes of this year's grant it would be smart to state that we've increased publicity. David and Jeff to investigate the Electronic Board at M&T Bank.

We have added 19 new friends to our Facebook page over the last month. Birthday greetings from the HGMC continue to go out to individuals via our Facebook page.

Kevin Wagner

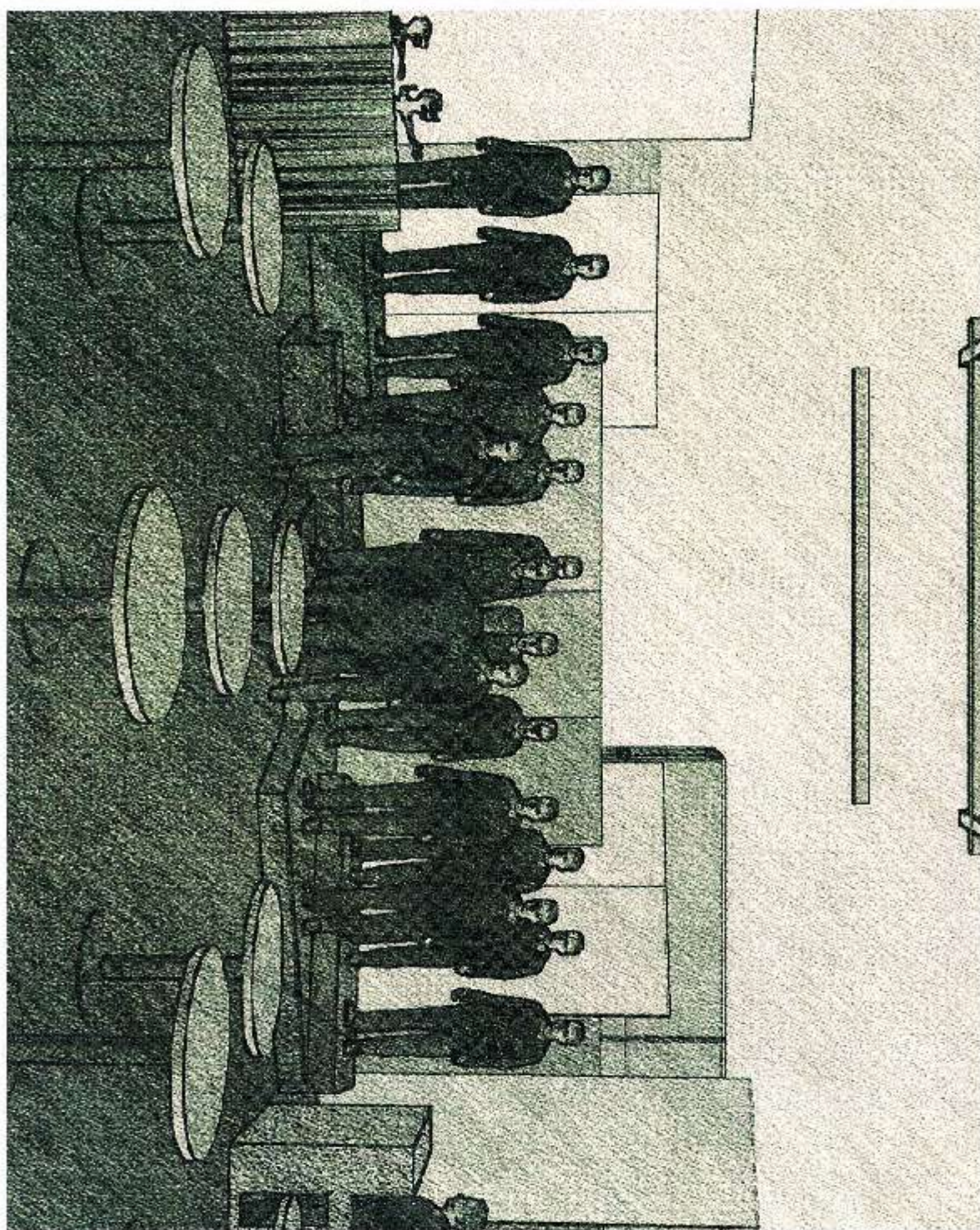
- **PRODUCTION**

- The Production Committee had a very focused hour long meeting on Wednesday 12th February at the Unitarian Church of Harrisburg. Present were Adam Gustafson, Guest Artistic Director, Jeff Mitchell, Board President, Wayne Minich II, Kevin Nield and Paul Foltz, Chair. Members Bob Eisenhower and Bill Sprout were unable to attend.
- We dove right into the meat of the matter of the Spring Concert with a review of a proposed stage layout produced by Kevin N. There were a few questions on the height of platforms and flats etc. as well as a discussion on if, how and where we could use projections. Kevin Wagner had offered the use of A.V. equipment from Carlisle High School. It was decided to chat with Kevin W., get as many specifics about the equipment as possible as well as see if there was a possibility of borrowing things early so they could be experimented with in the Theatre Harrisburg space. Kevin N. and Paul are working with Kevin W. to accomplish this. Without any other questions, Kevin's layout for the concert was accepted and a copy is attached. The meeting continued with a discussion on the specifics of the concert: song selection, song placement, ensembles, movement etc. A final list of that layout follows.



HARRISBURG GAY MENS CHORUS

Minutes, Board of Directors Meeting: Feb. 23, 2014





HARRISBURG GAY MENS CHORUS

Minutes, Board of Directors Meeting: Feb. 23, 2014

- **Order of May concert pieces with focal piece in CAPS, dance pieces in "", and small group in ()**

Family: "CIRCLE OF LIFE" ---Opening scene Pure Imagination Rainbow Connection (Girls Just Wanna Have Fun)	(Always Look on the Bright Side of Life) (I Get Around) Fantasy Medley – Adam arrangement
Classics: OVER THE RAINBOW -- catch phrase / scene tbd "Steppin Out" (Blue Skies) As Time Goes By	Harrisburg: MOON RIVER -- I think the chicken bone scene would be hilarious! As in, one of our choristers could be a hoarder of chicken bones. It might be a bit obscure! My Girl "Mr. Sandman"
Tearjerkers: MY HEART WILL GO ON --- I'm the King of the World! The Rose <i>I Will Always Love You</i>	Romance: "Wishin and Hopin" When I Fall In Love Can't Help Falling in Love TIME OF MY LIFE -- Nobody Puts Baby In A Corner! This scene is how we have to end the show! I think the failed lift is the way to go.
Comedy: "OH HAPPY DAY" -- As for a catch phrase, we could just do the scene. Fa la la la la la la la la....fa lalalala!	

- Adam has secured two PSU students to be our puppeteers for the show and there is a possibility of students as tech crew but they would need to be supervised.
- Kevin shared a sample puppet scene to open the show. Everyone liked the direction so he and Jeff will continue developing the texts for the other scenes. Adam and Paul will work on developing the iconic moments that will be staged by the chorus as well as who will be assigned to which scene and what may be able to be incorporated into their wardrobes.
- Bob and Wayne were unable to meet this month so nothing has been developed for the lobby decorations. They will try to have something laid out for the March meeting. Kevin asked to incorporate some of the plastic curtain columns to tie the two areas together.
- We concluded the meeting with a review of the plans for the New Jersey concert and a look at a rendering of the decoration for the rood screen at the church. All seems to be in place for that concert.
- The committee will reconvene on 12th March at 6:30 at the Theatre Harrisburg Production Center.

Paul Foltz

- **OLD BUSINESS**

- Bob raised concern of flagging membership. Discussion yielded that those members not currently singing mostly have pressing issues to tend to outside of the Chorus. New Member



HARRISBURG GAY MENS CHORUS

Minutes, Board of Directors Meeting: Feb. 23, 2014

Turpin sought us out and made contact via the Web site. (Info to EL to set up Musetta Account)

- March concert with New Jersey.
 - EL to assist Kelly with food prep.
 - Desserts have been taken care of via JM. Wayne & Ron will assist with coffee and serving.
 - Chris Gatesman/Partner are able to help with the house, David Zayas will run the box office.

- NEW BUSINESS

- GiveOut Day – Friday at 4PM. A national program to encourage donation to local LGBTQ organizations.
- Jeff, Dan D, Adam and Paul will meet on Feb 24, to map out the next rehearsal season. This will be formally adopted at the next Production meeting.
- David Zayas raised the concept of treating members as shareholders. Further investigation to be reported as discovered.
- REVISED BOARD MEETING DATES FOR THE BALANCE OF THE SEASON: March 23rd. April 27, May 18 and June 22.
- Next Board Meeting, Sun. MARCH 23rd, 6PM UU Church. Written reports/agenda items due to President by Thursday, Mar 20. 6PM.

Adjournment – Bob, Ed 2nds, all in favor. 6:50 PM Adjournment.