

HGMC Finance Committee Report for August 21, 2023

Finance committee meeting was held July 25, 2023 at 6:30 pm by zoom

Members present: Steven Creps-Rougeau, Paul Foltz, Lawrence Turner

Fundraising subcommittee meeting was held July 20, 2023 at 6:30 pm by zoom

Members present: Steven Creps-Rougeau, Paul Foltz, Marlene Kanuck, Robb Papapietro, Fred Warner

Report for the 2023 HGMC Annual Meeting

2023-2024 Budget Planning (Steven Creps-Rougeau)

Budget preparation was done at the July 25, 2023 meeting and has been submitted to the HGMC board for approval.

The chorus budget year runs from August 1 – July 31 annually. The previous budget expired on July 31, 2023. The Board approved a continuing budget resolution at its July meeting to allow for payment of items necessary to be paid until full budget is approved. The delay in budget preparation was due to the heavy workload of the board this summer regarding preparations for transition to a new AD, and the need for planning for GALA Festival.

Grant Writing (Steven Creps-Rougeau)

The chorus has been a recipient of two major grant funds over the past decade. Both grants are currently administered by the Foundation for Enhancing Communities. The grants have provided up to 20% of the operating budget of the chorus. Grants were also instrumental for the solvency of the organization during the Covid-19 Public Health Emergency. Jeff Mitchell prepared the grant applications while he was Board President. He was followed by Ted Neal while he was Board Secretary. Currently Steven Creps-Rougeau has been the grant coordinator for the past 3 years. Chorus members with skills or interests in grant writing are encouraged to discuss assisting or taking over the project with Steven.

PPA (PA Partners in the Arts) Program Grant/Creative Sector Flex Fund

2022-2023 PPA Program Stream Grant Application was filed January 16, 2022. Award letter was sent in December. Has been signed and returned. Check has been received and deposited. Final report will be due in January 2024.

2024 Program Grant has been replaced by Creative Sector Flex Fund. Grant will now run on a calendar year. Maximum grant of \$5000. Program stream grant has sunsetted. Application for 2024 will be due September 1. We are requesting funding for our Spring 2024 concert at \$5000. Grant awards will be announced this fall. Steve is currently preparing this application.

Arts for All Partnership Grant

2022-2023 Grant We have been approved for \$7500 grant for 2022-23 season to produce our Holiday Concert.

Acceptance letter returned. Funding has been received and deposited. Final report is due October 1, 2023. Steve will be filing that report soon.

2023-2024 Grant We have been awarded \$5000 for Holiday 2023 concert. Contract has been signed. We are awaiting a check. Final report will be due October 1, 2024.

Additional Grants

The chorus is always looking for additional grant funding. If any member has information about possible grants please provide that to Steven Creps-Rougeau.

Annual Campaign (Steven Creps-Rougeau)

- YTD tallies (we exceeded targets in every category!)
 - Playbill advertising - \$2, 062.50
 - Sponsorships Corporate - \$9, 824.00
 - Sponsorships Personal - \$11, 035.86
 - In kind donations – \$3, 023.39
 - Concert Income - \$2, 356.00 (not including VU)
- 2023-24 Annual Campaign
 - Mailer to be sent in early October 2023

- Fundraising Letter
- Reply for advertising and sponsorships
- 2023-24 Season brochure
- Assistance will probably be needed with stuffing envelopes
- Concurrent email campaign with same material
- Social Media campaign to follow the mailer in late October 2023
- Sponsorship levels are unchanged.
- Playbill advertising level are unchanged.

Fundraising Sub-Committee

Farm Show (Robb Papapietro)

2022-23: We raised \$6791.75 this past year at the GAOS show and the Fireman's Expo. We had great fun working with the Evergrain Brewery staff for the event.

2023-24 plan: We plan to work the GAOS again this season. This is a major fundraiser for the chorus. Generates about 10% of our annual income. We expect a minimum of \$5000 from this event. The dates of Feb 3-11, 2024, will include two weekends. The show runs from 10 am to 7 pm at the latest. We work a beer stand, the work is essentially easy. You either check IDs, take credit card payments or pour beers. Please put this on your calendar so that you can help fill the shifts.

The second event we have planned is the Fireman's Expo which is the 3rd weekend of May.

We may schedule additional events if we have worker availability.

2023-24 goal: \$5500

Silent Auction (Marlene Kanuck)

2023-23 Report: see separate financial report under the Treasurer report and report by Marlene as well.

The event was very successful this past season. We had a net income of \$5000. Thank you to the committee: Marlene Kanuck, Kyle Reilly, Fred Warner, Jim Goodyear. We had 50 unique items to bid on.

2023-24 plan: There are two distinct parts to this fundraiser. First we need to solicit donations of items to be sold. This will start in the fall with the Annual Campaign letter, which will include information about donating an item. We will have a push for donations along with the Holiday concerts as we did this past year. We will begin actively soliciting items in person in March, we need as many member that can assist with this part at that time. We will need item donations to be completed by late April. The auction will open the week of our opening spring concerts, May 18-19, 2024 and continue until the week after our final spring concerts, June 7-8, 2024.

2023-24 goal: \$5600 gross income

Halloween Fundraiser (Fred Warner)

2022-23 Report: See separate report by Fred Warner. 2022 marked the return of this event after a 2 year hiatus for Covid. We had middling success and some growing pains.

2023-24 plan: Scheduled for Saturday, October 21, 2023 with Lizzie Beaumont and Betty Whitecastle hosting at 704. \$10 cover charge. Chorus members who are interested in performing should discuss with Fred. This will primarily be a drag performance/karokee event and not a cabaret. We want the focus from the chorus to be on the fundraising aspect. We will need people to manage the buffet, man the entrance, solicit 50/50 ticket sales, assist performers. \$10 cover charge. We are soliciting prizes for the Costume Contest. Food buffet will be from items donated by chorus members. Anyone with additional ideas should approach Fred.

2023-24 goal: \$1000 gross income

Dining with HGMC (Steven Creps-Rougeau and Fred Warner)

2022-23 Report: 2023 event was successful. Raised gross income of \$1910. Three members homes were host: Steven Creps-Rougeau (Jefferson Rougeau), Jim Goodyear and Derek Knisely (Nathan Cole). Steve Keefer provided musical entertainment. Fred Warner and Jose Venereo assisted with meal preparations. Prices ranged from \$30 – 100 per meal.

2023-24 plan: The fundraising committee felt that the events were too close together. We plan to move the dinners to February-March time frame with no more than one per week. We would like to have 4-5 hosts and a variety of menus and price ranges. We plan to have entertainment as each event again. It would be helpful to have one person to assist in the kitchen and one person to facilitate serving and entertainment coordination at each event.

2023-24 goal: \$1500 gross income

Anti-Valentine Cabaret (Paul Foltz)

2022-23 Report: Very well received event and also enjoyed by participants. Gross income \$1271. Full house of 97

2023-24 plan: Scheduled for February 14, 2024. Dillon will be coordinating the performances. We will be working with Theatre Harrisburg again. Desserts and champagne to be donated. Tickets will remain at \$30. This event is coordinated through the production committee, by Paul Foltz. A second performance (possibly at another venue) is also being considered.

2023-24 goal: \$1200 gross income

Merchandising (Allan Jesperson)

Allan and Steven are working on ideas for merchandising and possibly opening an online store. We hope to have a 2nd annual Christmas ornament this year as well. Anyone with ideas can approach Allan.

Respectfully submitted on August 17, 2023

Steven Creps-Rougeau, HGMC Finance Committee Chairperson