



Harrisburg Gay Men's Chorus Board Meeting Minutes March 19, 2017

Location: Unitarian Church of Harrisburg

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

Absent: Aaron Menzer, Marlene Kanuck

Guests:

- 1) **Call to order:** The meeting was called to order at 6:02 PM by Treasurer Steve Creps.
- 2) **Additions/Deletions to the Agenda:**
 - Old Business
 - Tuxedos
 - 2017 – 2018 Concert Venues and Calendar
 - Workgroup Update
 - Pay the Rent Concerts
 - New Business
 - National Anthem for ASCME on 4/29/2017.
 - Financial Review
 - Keyboard Purchase
 - Acceptance of Agenda additions was proposed by Doug and seconded by Tom with all voting in favor.
- 3) **Approval of Minutes**
 - Approval of the February minutes was proposed by Doug and seconded by Tom with all voting in favor.
- 4) **Reports**
 - **President:**
 - Aaron reported that the UCH would like HGMC to sing at services on April 9, 2017. See below.
 - **Vice President:**
 - N/A.
 - **Secretary:**
 - Ted attended a seminar at Dixon University Center on Marketing presented by Americans for the Arts Organizations can apply for a free training grant. 25

organizations will be selected. Two members from the organization will receive training over two years. It is geared more towards large organizations with paid staff. Training includes a mandatory 3-day marketing “Boot Camp”. In July 2017.

- **Treasurer:** refer to following documents:
 - HGMC Treasurer Report for March 19th 2017
 - HGMC Profit and Loss 2017-03-19
 - HGMC Profit and Loss Detail 2017-03-19
 - HGMC Balance Sheet 2017-19-03
 - HGMC 2016 Profit and Loss
 - HGMC 2016 Profit and Loss Detail
 - HGMC 2016 Balance Sheet
 - Approval of the Treasurer’s report subject to audit was proposed by Doug and seconded by Ted with all voting in favor.
 - Steve presented a document showing who still owes dues. Doug and Steve will reconcile discrepancies between their figures. The President and Treasurer will decide if and to whom to offer scholarships for the remaining dues.
 - The Treasurer’s report item regarding members and GALA refers to money owed the chorus by GALA.
 - Dues for Aaron and Bob to represent HGMC at the Central Pennsylvania LG Chamber of Commerce have been paid.
 - Pinnacle Health line item on Balance Sheet will be changed to a Grant. “Sponsorship – Other” item will be moved under “Sponsorship – Personal”.
 - Steve will compose a Thank You letter to Millersville University for their payment for the HGMC concerts at Ware Center, and to Tyco for their employee match contributions.
 - Steve noted that HGMC is financially very sound right now.
- **Artistic Director:**
 - Refer to document Artistic Director Report March 2017.
 - Doug and Adam will get together to discuss marketing of concerts.
 - See below for discussion of proposed purchase of electronic keyboard.
- **Committees:**
- **Fundraising:**
 - Refer to document Annual Fundraising Campaign Report-Mar. 2016.
 - See Fundraising under Old Business below.
- **Annual Campaign:**
 - N/A.
- **Production:** This item will now be covered by the Artistic Director Report.
- **Public Relations:** See Items in new Business.
- **Farm Show Report:** Refer to FarmShowReport-2017-03-19.

5) Old Business

- **Ordering tuxedos for the 30th anniversary concert.**
 - The tuxedos and shirts should have arrived last week. HGMC will reimburse Paul Foltz for the cost. \$600 was originally budgeted as the HGMC's share of the cost, with the members supplying the rest.
 - Rather than have all members pay the same portion of the cost, the board decided that HGMC will pay the entire bill, but request that members donate what they can to offset the cost. A motion to have HGMC pay for the tuxedos and shirts and request member reimbursement was proposed by Doug and seconded by Ted with all voting in favor.
- **Determine Target Dates and Potential Venues for 2017-2018 concert season.**
 - A motion for Adam, Aaron, and Doug to meet separately to discuss dates and venues was proposed by Doug and seconded by Tom with all voting in favor.
 - Steve will investigate the legal guidelines for supplying alcohol at venues where it is not sold.
 - It was determined HGMC should go forward with the experiment of having all regularly scheduled concerts for 2017-2018 be donation only, as was discussed at the annual brainstorming session.
- **UCH – "Pay the rent" concerts.**
 - Aaron contacted UCH. They would like to have HGMC perform for April 9th services. However, that date does not work for us, so we will have to get a different date.
- **Create and assign work groups**
 - A Finance Committee meeting consisting of Steve, Ted, Doug, and Marlene will be setup to discuss this.
 - A Bylaws Committee meeting will be scheduled.
 - Adam indicated that Rick Trynoski is willing to assist HGMC in grant writing.
 - Refer to February Minutes to see detailed breakdown of this item.
- **Follow-up Composition Contest**
 - Checks will be sent to the winners. No other action is necessary.
- **HMAC – Signed Contract.**
 - Aaron indicated the contract for the May concerts is signed.
- **Updated Mission and Vision Statements (split out from work group item)**
 - Doug distributed sample statements to review.
 - A motion was proposed by Steve and seconded by Bob to assign this to the Bylaws Committee. Everyone voted in favor.

6) New Business

- **Pride Booths for Harrisburg, Lancaster, and York.**
 - Doug will coordinate the booths.
 - A motion was proposed by Ted and seconded by Doug to allocate the funds for the booths indicated in the PR Report. Everyone voted in favor.
- **Print Advertising in Central Voice.**
 - Advertisements would be placed in the pride guides printed by Central Voice. An ad for each pride festival (Harrisburg, Lancaster, York) costs \$700. An ad for one festival is \$300.
 - A motion was proposed by Ted and seconded by Tom to place an ad in the Harrisburg Pride Guide only. The vote was 4 in favor, 1 against.

- **Voices United Coordinator.**
 - HGMC coordinates the Voices United Concert. Paul Foltz had been serving as coordinator. Adam volunteered to take over this position as part of the Artistic Director Role. We will essentially treat this as a regular concert with the additional task of contacting and facilitating the addition of other performers.
- **Review of mid-year 2016-2017 Income Analysis**
 - Doug presented the statistics, and the board reviewed them.
- **National Anthem for AFSME Conference**
 - HGMC was invited to sing the National Anthem for AFSME on the morning of April 29th. Adam is in favor of this.
 - A motion was proposed by Doug and seconded by Ted to perform. Everyone voted in favor.
- **Financial Review**
 - HGMC member Kyle Junk who is tax accountant was proposed as someone who could review the books.
 - A motion was proposed by Tom and seconded by Bob to ask Kyle to review. Everyone voted in favor.
- **Purchase of Electronic Keyboard**
 - Adam proposed that HGMC purchase an 88-key electronic keyboard that could be used at concert venues where there is no piano.
 - The idea was received favorably. This will be an ongoing item. Issues to be discussed are budgeting, and storing the keyboard.

7) **Next Board Meeting:** Sunday April 9, 2017 6:00 PM at Unitarian Church of Harrisburg.

8) **Adjournment:** Adjournment was proposed at 8:08 PM by Ted and seconded by Doug with all voting in favor.

Respectfully submitted by Ted Neal, Secretary.