

Treasurer's Report for January 24, 2015

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

- **Tax Year 2015 Documents:**

- The Chorus' Form 990-N was submitted to the IRS and accepted on January 13, 2016. This document is required to be filed by all 501c3 organizations each year.
- All 1099-MISC forms for current employees were sent to the IRS and PA Department of Revenue on January 14, 2016.
- All 1099-MISC forms for the Chorus' current employees (artistic director and accompanist) were mailed on January 14, 2016.

- **Financial Records**

- All of the financial records for the 2015 tax year are now complete and ready to be audited. I ask the board for a vote to consider two individuals to audit the financial records.

- **2015-16 HGMC Memberships**

- As of January 18, 2016 there are still three HGMC singers that have not paid any dues for the current season (Kevin Nield, James Mitchell and David Payne).
- As of January 18, 2016 there are five HGMC singers that have made partial payments (at least \$50).
- As of January 18, 2016 there are three HGMC board members that have not made the additional \$100 payment (reminder that board members' dues are \$200/year.)

- **Budget Planning for 2016-17 Season**

- All committees should begin to think about their budgeting needs for the 2016-17 season. I will have budgeting worksheets available to all committee chairs and board members at our February board meeting. The goal is to have all committees report their budgeting needs to the treasurer no later than May's board meeting so that a final budget may be approved at the June 2016 board meeting (or perhaps earlier).

- **GALA 2016 Updates**

- All housing for the Chorus has been secured as of January 18, 2016.
- The Chorus needs to begin development of a "video introduction" that will be used at GALA 2016. This video will be used when we take the stage in Denver; there will not be a person introducing each chorus this year.
 - Video must be 1 minute in length.
 - **Must be submitted by the Chorus liaison (me) by April 2, 2016.**
 - There will be examples posted on the GALA 2016 website that can be used as a template.
 - Consider things like: what makes us unique; what we hope to share; singing a greeting; a history of the chorus; type of music performing; a video montage of the chorus.

- **All treasurer reports are attached.**

Respectfully submitted to the board by Kevin Wagner, HGMC Treasurer, on January 18, 2016.