



## **Harrisburg Gay Men's Chorus Board Meeting Minutes September 17, 2017**

**Location:** Unitarian Church of Harrisburg

**Attending:** Aaron Menzer, Kyle Junk, Steve Creps-Rougeau, Ted Neal, Doug Wentz, Bob Nease, Tom Lynes, Bob Reisch, Adam Gustafson

**Absent:** Marlene Kanuck

**1) Call to order:** The meeting was called to order at 6:12 PM by Vice-President Kyle Junk.

**2) Additions/Deletions to the Agenda:**

- New Business
  - CPGLCC Notes
- All voted to approve the changes to the agenda.

**3) Approval of August 20th Annual Meeting Minutes**

- Approval of the August minutes was proposed by Doug and seconded by Bob N. with all voting in favor.

**4) Reports**

- **President:**
  - N/A
- **Vice President:**
  - Kyle worked on the Annual Campaign mailing and is currently conducting a 2016 Annual Financial Review.
- **Secretary:**
  - N/A
- **Treasurer:**
  - Refer to following documents:
    - HGMC Balance Sheet 2017-09-17
    - HGMC P&L 2017-09-17
    - HGMC P&L Detail 2017-09-17
    - HGMC Treasurer Report for 2017-09-17
  - Invoices are posted on Groupinizer for Fall, Spring, and Board Member dues.
  - Steve noted the purpose of the board dues; to show support of the board members for the chorus mission as documentation in grant requests.

- The Treasurer's Report was accepted with all voting in favor, except for the Treasurer who abstained.
- **Artistic Director:**
  - Adam reported the scripts for the Christmas concert are complete.
  - The Gay Men's Chorus of Washington D.C. contacted us about joining them in a performance to benefit the Central PA LGBT Center to be held on Saturday March 24<sup>th</sup>. Adam's and the Board's reaction was favorable.
- **Committees:**
  - **Finance:**
    - **Annual Campaign.**
      - Refer to Annual Fundraising Campaign Report-September 2017.
    - **Grants.**
      - Ted reported no positive or negative responses have yet been received from Jump Street, The Foundation for Enhancing Communities, or Pinnacle Health. He noted that their merger with UPMC could be causing the delay for Pinnacle.
      - Kyle will send Ted and Doug information about applying for a Tyco Inc. grant.
    - **Farm Show.**
      - Refer to FarmShowReport-September2017.
      - The Board agreed that if people are available to work, the farm Show coordinator (Bob N.) may schedule events without presidential or board approval.
  - **Public Relations:**
    - Refer to document PR Report - September 2017.

## 5) Old Business

- **Defining Roles and Responsibilities for Executive Board Members.**
- **Updated Bylaws, Mission and Vision Statements**
  - These two items were combined.
  - The bylaws committee will begin meeting again to begin addressing these issues and hopes to have results by February. The proposal for this was put forward by Doug, seconded by Bob R., and was approved with all voting in favor.
  - The committee consists of Doug, Marlene, Ted, Steve, and additionally Kyle.
- **Financial Review**
  - Kyle is about 50% complete with the 2016 review.
- **HGMC Storage Unit**
  - Currently our storage space is in Mechanicsburg, and rents for \$57 per month.
  - Doug investigated alternative spaces either closer to Harrisburg and/or less expensive.
  - During the ensuing discussion, the following points came up:
    - The current location is now convenient for Adam, as it is near his new home.
    - If we choose a different location, it should perhaps be larger to house costuming currently at Theater Harrisburg and promotional items (e.g.

tent, chairs, signs) currently at Doug's residence. Therefore, a new location should be larger and continue to be climate controlled.

- Aaron will get together with Paul to inventory the current location. The bulk of the storage is sheet music.
- **Member Concerns**
  - Aaron will start sending weekly update emails to the members.

## 6) New Business

- **Potential Venue at Gamut Theater**
  - Discussion was held over whether to switch our Spring Concert venue from HMAC to Gamut. The consensus was to pursue Gamut for future concerts, but to remain at HMAC for Spring 2018, since preliminary arrangements have already been made, and the chorus does not wish to appear to be acting in bad faith.
- **Committee Assignments**
  - It was agreed a Production Committee should be reinstated. Adam will head the committee. Tom, Bob N, Doug, and Aaron agreed to serve on the committee.
  - It was noted that committee heads are always free to reach out for additional help from the board and the membership. Committee heads are not expected to do everything on their own. The president is a de-facto member of all committees.
  - The following board members agreed to head committees:
    - Publicity – Doug
    - Finance – Steve
    - Fundraising (including Farm Show and Annual Campaign) – Kyle
    - IT - Ted
- **Adoption of Data Collection and Security Policy**
  - Refer to document HGMC Data Protection and Security Policy under bylaws, policies, and procedures.
  - Doug reviewed the main thrust points of the document. The purpose is to ensure that personal data concerning members, contributors, and mailing list persons and entities is kept secure.
  - Doug proposed and Steve seconded the adoption of the policies. Everyone votes in favor.
- **Making Concert DVDs Available for Purchase by Members.**
  - Doug floated the possibility that HGMC could offer DVDs of our concert to chorus members and make a profit for the chorus as well. Steve noted copyright issues. DVDs may not be made for profit unless royalty fees are paid. (This contrasts with Facebook or You Tube copies, where Facebook and You Tube pay royalties.)
  - Steve will investigate the amount of the fees to see if offering the DVDs is feasible.
- **LGBT Center Welcome Open House for Amanda Arbour, Friday September 22nd.**
  - Doug noted the event and urged member(s) to make an appearance on behalf of the chorus if possible. Ted offered to attend. The event will also be publicized at Monday's rehearsal.
- **Fundraiser Event Proposed for Saturday December 16 by Jeff Mitchell and Eddie Diehl.**
  - Jeff and Eddie offered to head up a fundraiser at the Brownstone Lounge involving Karaoke where donations would be taken for people to sing songs or request others to sing songs. The board was agreeable and grateful for the offer. However, there was concern expressed about having a fundraiser, especially one at a smoky bar, on a night before a concert.
  - Kyle and Aaron will talk to Jeff and Eddie about modifying the plan.

- **Central PA Gay Lesbian Chamber of Commerce.**
  - It was agreed that Doug will be a representative from HGMC along with Bob N in place of Aaron when the next annual dues come up for renewal.
  - The chamber offered HGMC to be a sponsor for a 2018 mixer. Doug offered to contact them about the chorus sponsoring a mixer in the March or April timeframe.

7) **Next Board Meeting:** Sunday October 15, 2017 6:00 PM at Unitarian Church of Harrisburg.

8) **Adjournment:** Adjournment was proposed at 8:06 PM by Doug and seconded by Kyle with all voting in favor.

Respectfully submitted by Ted Neal, Secretary.