



**Harrisburg Gay Men's Chorus**  
**Board Meeting Minutes**  
**April 15, 2018**

**Location:** Unitarian Church of Harrisburg

**Attending:** Kyle Junk, Steve Creps-Rougeau, Ted Neal, Doug Wentz, Bob Nease, Tom Lynes, Bob Reisch, Marlene Kanuck

**Absent:** Bill Sprout, Adam Gustafson

**1) Call to order:** The meeting was called to order at 7:11 PM by President Kyle Junk.

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

- n/a

**3) Approval of March 18th Meeting Minutes**

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

**4) Treasurer Report**

- Refer to following documents:
  - HGMC Balance sheet 20180415
  - HGMC P&L 20180415
  - HGMC P&L by month 20180415
- Doug noted HGMC's expenses towards the Gay Men's Chorus of DC can't be specified as philanthropic, because we did not directly deduct our expenses from the proceeds.
- All voted in favor of the acceptance of the report apart from the treasurer who abstained.

**5) Reports**

- **President:**
  - Refer to 2018-04 Presidents Report.
- **Vice President:**
  - Refer to VicePresidents Report - April 2018
- **Secretary:**
  - N/A
- **Artistic Director/Production Committee:**
  - Refer to AD Report April 15.

- **Committees:**
  - **Finance:** n/a.
  - **Fundraising:**
    - Refer to 2018-04 Fundraising Committee Report
  - **Publicity:**
    - Refer to PR Report -April 2018
  - **IT:**
    - Refer to IT\_04\_15\_2018

6) **Executive Session** – This is an off-the-record portion of the meeting where board members can speak freely about their concerns. No official business is decided.

## 7) **Unfinished Business**

- **Purchase of Risers**
  - The Central Pennsylvania Womyn's Chorus already has risers they purchased from Craig's List, so the idea of sharing risers with them will not be feasible.
  - The board discussed the idea of purchasing three risers rather than two, especially if the price is prorated according to how many risers are bought.
- **Relocation/Upgrade of Storage Unit.**
  - Transfer of contents from the previous storage unit to the new was completed Saturday April 14<sup>th</sup>. There is plenty additional room for articles from Paul Foltz and Doug as well as risers. The account for the previous storage unit was closed.
  - Bob R. noted he may be able to donate additional shelving units.
  - Chorus members will be asked to donate unneeded file cabinets, as some sheet music is being kept in boxes. Additional shelving units are useful also.
- **Highmark Walk for a Healthy Community**
  - Kyle created a team page on the Highmark web site for signup.
  - Alder Health is being specified to receive the donations.
- **2017 Financial Audit.**
  - Steve noted the materials are ready and only need to be printed.
  - Chris Aubach is considering conducting the audit and will contact Kyle with his decision.
- **2018 Initiatives and Goal Setting**
  - Kyle noted the goals we're measuring against.
    - Storage Unit – complete
    - Rates and Requirements for paid performances – Nothing this month.
    - Revision of Bylaws – Nothing this month.
    - Member Recruitment.
      - Doug noted we don't have a budget line specifically for this. Steve motioned, and Bob R. seconded a motion to allocate \$250 for member recruitment under Publicity. All voted in favor except for Tom who abstained.
      - Doug noted that social media, especially Facebook, is more and more becoming our most effective outreach tool. See New Business below.
  - Starting a Social Committee.

- Kyle asked if any board member was interested in heading up a social committee since no member has volunteered. Tom offered to lead this on a trial basis.
  - Kyle also proposed making the annual meeting a more social event.
- **Solicitation of for Annual Campaign LGBT/LGBT Friendly Businesses**
  - Doug is open to suggestions on approaches to this.
  - Kyle suggested looking towards more donors in the Lancaster and York areas.
  - Bob N. noted some new potentially gay and gay friendly businesses opening on Queen Street in Lancaster.
  - Steve suggested making an announcement at rehearsal asking members to suggest businesses they may be aware of.
  - Steve suggested HGMC being listed with the United Way Campaign.
  - Steve noted that generally responses to email are decreasing while responses to Social media are increasing.

## 8) New Business

- **Farm Show Events**
  - Savor contacted Bob N. on April 11 about staffing two beer portables at Bull Ride Mania on April 14, after having previously told us there were no positions available. This did not provide us with enough time to recruit volunteers.
  - PA Flavor – Saturday April 21: Bob N. noted that if we can provide 4 volunteers to check IDs from 12:00 PM – 5:00 PM, the chorus will receive \$400. Two volunteers have already signed up.
- **Facebook Advertising**
  - Doug noted that we should be shifting our advertising and publicity efforts to social media, especially Facebook, and that Facebook would be the primary focus of the \$250 allocated for Membership Recruitment. (See 2018 Initiatives under Old Business above.)
- **2018 – 2019 Venue Selections**
  - Adam has suggested considering St. Peter's Lutheran Church in Middletown to be an additional potential concert venue for Christmas or Spring.
  - Doug has contacted our current venues to confirm dates for Christmas 2018.
  - Tom mentioned the recently purchased Scottish Rite Cathedral in Harrisburg as a potential future venue, citing its large size and ample parking.
  - Steve noted the type of Spring Concert in 2019 should influence our venues. For example, a cabaret format would suggest a more secular venue with alcohol possibly available, while a gay advocacy or inspirational focus would work well in a religious institution.
- **Pride Booths (Lancaster 6/24, Harrisburg 7/28, York 8/5)**
  - Doug noted the Lancaster festival this year will span 6 blocks downtown.
  - The booth fees for Lancaster and Harrisburg are budgeted. York has no fee.
- **Artistic Director Contract**
  - A performance review needs to be conducted before a contract is finalized. It should be conducted after the Spring concerts.
  - The Board President and an additional board member will conduct the review with Adam.
  - The review should include input from chorus members. Marlene will provide us with the singer survey that CPWC uses for their director.

- Marlene and Doug will prepare a survey, and the members will be given advanced notice that they will be surveyed.
- **Election Committee**
  - President (Kyle), Secretary (Ted), and 3 at-large seats (Marlene, Tom, Bob N.) are up for election at the August annual meeting.
  - The committee should be chosen for board members not up for election.
  - Doug and Steve offered to serve as the election committee.

**9) Next Board Meeting:** Sunday May 20th, 7:00 PM at Unitarian Church of Harrisburg.

**10) Adjournment:** Adjournment was proposed at 9:23 PM by Marlene and seconded by Ted with all voting in favor.

### **Addendum 1 – April 16, 2018**

On Monday April 16, 2018, Executive Board members along with at large members Bob R., Bob N., Tom, and Bill met at the Unitarian Church of Harrisburg during our regularly scheduled rehearsal. Doug proposed, and Bill seconded a motion to allocate up to \$3,000 for the purchase of 3 risers. All voted in favor.

### **Addendum 2 – April 24, 2018**

On Tuesday April 24, 2018, Executive Board members along with at large members Marlene, Bob N., Tom, and Bill met electronically. Doug proposed, and Steve seconded a motion to increase funding for 3 risers to cover any taxes and shipping over the \$3,000 allocated for the purchase. All voted in favor.

Respectfully submitted by Ted Neal, Secretary.