



Harrisburg Gay Men's Chorus Board Meeting Minutes May 21, 2018

Location: Unitarian Church of Harrisburg

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

Absent: Bob Reisch, Adam Gustafson

Patrons: John Folby, Eric Selvey

1) Call to order: The meeting was called to order at 7:05 PM by President Kyle Junk.

2) Additions/Deletions to the Agenda:

- Approval of the agenda was proposed by Steve and seconded by Bill with all voting in favor

3) Approval of April 15th Meeting Minutes

- Approval of the April minutes was proposed by Bill and seconded by Doug with all voting in favor, apart from the Secretary who abstained.

4) Treasurer Report

- Refer to following documents:
 - HGMC Balance Sheet 2018-05-21
 - HGMC P&L by month 2018-05-21
 - HGMC P&L Detail 2018-05-21
 - HGMC P&L for spring Concert 2018-05-21
 - HGMC Treasurer Report for 2018-05-21
- Steve noted that Aaron Menzer's tax return money was deposited in HGMC's account by mistake, probably because Aaron has an account in our bank (Members' 1st). Steve mailed Aaron a check.
- Additional documents will need to be signed after the board meeting by Kyle, Doug, and Ted for the Members' 1st account.
- Name in P&L Detail will be changed from Erica Buckalow to Bucklew
- All voted in favor of the acceptance of the report apart from the treasurer who abstained.

5) Reports

- **President:**
 - Refer to 2018-05 Presidents Report.
- **Vice President:**
 - Refer to VicePresidents Report - May 2018

- **Secretary:**
 - N/A
- **Artistic Director/Production Committee:**
 - N/A.
- **Committees:**
 - **Finance:** It was decided that Kyle, Doug, and Steve will constitute the Budget Committee..
 - **Fundraising:**
 - Refer to 2018-05 Fundraising Committee Report
 - **Publicity:**
 - Refer to PR Report -May 2018
 - **IT:**
 - Refer to IT_05_21_2018

- 6) **Public Feedback on Spring Concert** – HGMC was contacted by patrons wanting to express their concerns about the Spring Concert. The patrons were each given 5 minutes to express their concerns, and the board has taken their comments under advisement.
- 7) **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.
- 8) **Unfinished Business**
 - **2017 Financial Audit.**
 - Chris Aubach has agreed to conduct the audit.
 - Steve needs to forward Chris the relevant material.
 - **Hosting CPGLCC Mixer (November 2018)**
 - It has been decided to not use HMAC for the mixer.
 - Various possibilities were discussed, and set aside due to financial or logistical issues.
 - Unitarian Church of Harrisburg appeared to be the most promising prospect. It has meeting space as well as a performance space. There are concerns as to whether UCH will allow wine to be served as wine is usually provided at the mixers. Theatre Harrisburg is also under consideration.
 - It was agreed the Publicity Committee should have authority to finalize the decision without board approval.
 - **Pride Festivals – Lancaster(6/24), Harrisburg(7/28), York(8/05)**
 - Sign-up sheets are needed for each event, and the events will be noted in Groupinizer.
 - Kyle and Doug will handle the details of getting participation.
 - **Solicitation of for Annual Campaign LGBT/LGBT Friendly Businesses**
 - Doug is still waiting for suggestions on approaches to this.
 - It was decided to close this item due to a lack of ideas.
 - **Election Committee**
 - President (Kyle), Secretary (Ted), and 3 at-large seats (Marlene, Tom, Bob N.) are up for election at the August annual meeting.

- There has been very little interest shown in the positions by members not currently on the board.
- Current members will contact Doug and Steve with their intentions.
- **Artistic Director Contract**
 - Tabled.

9) New Business

- **Financial Help for Chorus Members in distress.**
 - This item concerns specific individuals, but their names are not noted here in order to protect their privacy.
 - It was noted a GoFundMe Facebook page currently exists in this instance.
 - The board members were all in favor of providing help, but it was noted that the protocols of a non-profit organization do not allow direct outlays to individuals.
 - It was agreed to take up a collection at one or more of the Voices United rehearsals.
- **2018 – 2019 Budget.**
 - Steve asked board members to contact him with line items to add to the budget.
- **2018 – 2019 Concert Season – venues, dates, themes.**
 - Unitarian Church of Harrisburg and St. Peter's Lutheran Church in Middletown are under consideration for venues for the Spring concert. The calendar was approved with the exception of the unfinalized venues under consideration.
- **Voices United 2018 – Outstanding Issues.**
 - Doug noted that since Adam will not be at the rehearsals, one or more members of HGMC should assume authority to keep rehearsals running smoothly and in a timely fashion. Each director should be held to their allotted time. Kyle and Doug agreed to serve in that role.
 - The board needs to know who a substitute director will be for HGMC if Adam cannot attend, and whether they need to be paid.
 - HGMC will provide addressed post cards for all the performing choruses, as they did last year, but HGMC will not mail them due to the high percentage of invalid addresses. Invalid addressed items are returned, and fees are charged as part of our bulk mailing agreement.

10) Next Board Meeting: Monday June 18th, 7:00 PM at Unitarian Church of Harrisburg.

11) Adjournment: Adjournment was proposed at 9:20 PM by Bob N. and seconded by Marlene with all voting in favor.

Respectfully submitted by Ted Neal, Secretary.

Addendum 1 – May 15, 2018

Note that this actually occurred before this board meeting.

On Thursday May 17, 2018, Executive Board members communicated electronically. Doug proposed, and Kyle seconded a motion to allocate two \$150 stipends for Kaitlyn Burylo and Chelsey Hall, who performed at the three Spring concerts. All voted in favor. In addition, Kyle donated flowers as an in-kind gift.

Addendum 2 – June 5, 2018

A supplemental board meeting was conducted electronically at 8:00 PM.

Present: Kyle Junk, Doug Wentz, Ted Neal, Steve Creps-Rougeau, Marlene Kanuck, Tom Lynes. Adam Gustafson

The purpose of the meeting was to enable an enhanced Spring concert featuring the original composition “Two Boys Kissing” by composer Joshua Shank and librettist David Levithan.

Steve proposed, and Doug seconded a motion to authorize the allocation of funds to hire eight musicians for a dress rehearsal and three performances of the work in the 2018-2019 budget. All present voted in favor.

Steve proposed, and Doug seconded a motion to authorize the payment of royalties necessary for the rights to perform the composition from the 2017-2018 budget. All present voted in favor.