

Minutes
 Choral Society of Durham Board of Governors
 8:00 – 9:30 PM, February 12, 2020
 Rand Board Room, DAC

Board Member		Board Member		Board Member		Ad Hoc		Guest	
*Bennett, John	P	*Junker, James	P	Sheridan, Ellie	P	Parham, Susan	R	Wendy Kuran	P
Butler, Doug	P	Lamb, Gwen	U	Smigelsky, Melissa	P				
Ellis, Alan	P	James, Suzanne	A	*Tremmel, David	L P				
Fries, Justin	P	Morrison, Travis	U	*Wynkoop, Rodney	P				
*Grice, Victoria	R U	Poag, Coleman	P	Ziegler, Liz	U				
Hardman, Carol	A	Sherck, Linda	P						

Codes: L = Chair/Leader, R = Recorder, A = Absent, P = Present, U = Unable to attend

* Members of the Executive Committee

Approval of Minutes from November 20, 2020 Mtg	Moved: Alan	Second: Ellie	For: 7	Against: 0	Abstain: 4
Approval of Minutes from January 15, 2020 Mtg	Moved: Alan	Second: Rodney	For: 9	Against: 0	Abstain: 2

REPORTS

President:

- Still working on forming nominating committee Sarah Wood working on nominating committee.
- Several board positions open
 - Vice president
 - Treasurer
 - Programs and publicity design
 - Publicity marketing (maybe)
- Exploring the possibility of outsourcing some of the program and design work

Artistic Director: There is concern about lighting outside the chapel, several patrons have fallen after the last 2 concerts. Rodney has been in contact and met with Duke, showing them the problem areas and asking Duke to make improvements to lighting.

Justin and Rodney met with people at Chapel to go over standards, crowd control, etc. They now have an increased clarity of what is needed. Requirements: 1 person trained in crowd control for every 250 attendees, rounding up. Rodney will write up guidelines for CSD to have. We have hired Steve Harper as head usher and house manager for the February 7 and future concerts. We need to hire Staff 1, one per 250 attendees.

Duke Chapel will not move a scheduled event for an outside group (us). We cannot have Sunday, December 13, 2020 as of right now. Rodney has appealed this answer and is waiting for a response.

Repertoire for next season: brass group for Christmas concerts, Christmas: Rutter Gloria, Daniel Pinkham Christmas Cantata, 2nd half will include one carol sing along, Rodney looking to invite a younger choir to sing with us. Jazz oriented pieces for 2nd half.

Winter concert Friday, March 5 with Durham Medical Orchestra, Rachmaninoff The Bells sung in Russian.

Spring Concert-Bach Mass in B minor, 2 performances, May 1 Baldwin, looking at options for venue for 2nd performance.

Chamber Choir: Tango for Buenos Aires (40 minutes), still planning the rest of the program, possibly have Tango artists to perform with audience participants.

Administrative Assistant: unofficial ticket sales for February 7 concert were 470, stubs counted were 400. Income of about \$8000. As of this concert we have reached the ticket sales budget.

Working on annual Durham Arts Council grant due March 23.

Winter Concert Programs -ran out, need to look at procedures for calculating the number of programs to order. Ask singers not to take programs until after the program to make sure that the audience has enough. Justin to include an email to the choir before the next concert. Look at social media for gauge.

Treasurer: 2 \$1000 donations, \$4500 better this year than last year. CD sales are up this year. Christmas concert expenses were a little over budget. TFC up \$10,443 from last year and Edward Jones up \$2690 from last year.

Financial Oversight: Gathering information on investment accounts to help make decisions going forward. Working on the 2020-21 budget.

Financial Development: Dinner with Conductor is March 27. Dinner for \$1000+ donors. Business partners are included in dinner.

May 31st Fundraiser is on at St. Stephens, 4-6 p.m. Committee has met. More information to come.

Rodney and Linda reported that we are receiving an anonymous gift of \$500,000 over 5 years. \$125,000 of this gift, (\$25,000 each year), will be for CSD to spend fully on annual operating expenses each year. \$375,000 of this gift, (\$187,500 this year and \$187,500 next year) will be placed into a new endowment fund (yet to be named) with the understanding that we will move \$50,000 of our current cash reserves into the new endowment and that we will work to raise an additional \$75,000 over the next five years to bring the endowment up to at least \$500,000. Once the endowment is fully funded, CSD will then be able to spend the proceeds earned from it each year at the discretionary use of the Board. If we are unable to raise the additional \$75,000, we may consider an additional \$50,000 transfer from our current cash reserves into the endowment during the coming 5 years, but only if necessary.

Wendy Kuran, (who along with Rodney and Linda made the proposal to the donor), noted that the proposal was accepted because the donor shared our vision of the positive impact it will mean for our community if CSD continues to expand collaborations and undertakes new initiatives to enable more people, from diverse backgrounds, to experience TOGETHER the joy and enrichment of high-quality choral music.

James asked where these funds will be kept. Doug is in the process of researching if there are other or better options than The Triangle Community Foundation. If the money is received before a final decision is made, the money may temporarily be placed in a money market fund.

Linda moved that we move \$50,000 from current CSD reserves when we receive the \$187,500 from the anonymous donor, Alan seconded. Passed 11 For 0 Against 0 Abstaining.

Linda after a discussion with Executive Service Corps, she motioned for an additional \$500 for ESC to do more interviews. Rodney seconded, Motion passed 11 For 0 Against 0 Abstaining.

Policy and Planning:

Publicity and Programs:

Technology:

Diversity, Equity, and Inclusion:

Membership:

Concerts:

OLD BUSINESS

NEW BUSINESS

Motion to Adjourn	Moved: Coleman	Second: Alan	For: 11	Against: 0	Abstain: 0
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