

Meeting Minutes
 Choral Society of Durham Board of Governors
 7:00 - 8:30 PM, April 15, 2020
 Zoom Meeting

Board Member		Board Member		Board Member		Ad Hoc		Guest	
*Bennett, John	P	*Junker, James	P	Sheridan, Ellie	P	Parham, Susan	P		
Butler, Doug	P	Lamb, Gwen	P	Smigelsky, Melissa	P				
Ellis, Alan	P	James, Suzanne	P	*Tremmel, David	L				
Fries, Justin	A	Morrison, Travis	A	*Wynkoop, Rodney	P				
*Grice, Victoria	R	Poag, Coleman	A	Ziegler, Liz	A				
Hardman, Carol	P	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 March 18, 2020 Mtg as amended	Moved: Rodney	Second: Suzanne	For: 12	Against: 0	Abstain: 0
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REPORTS

President:

- This year's budget projection
 - For the rest of this year, budget projections will need to be adjusted
 - Originally projected about \$7,000 budget deficit
 - Without the spring concert, we are now projecting a little over \$21,000 budget surplus
 - Realized gains and losses are numbers that show up on the investment reports through December 31, 2019
 - Haven't received March 31 report yet
 - Don't expect to take any money out of those funds this season
 - May be able to add to our reserves
 - No way of knowing what the investments will look like by the end of the fiscal year
 - Numbers may not be perfectly accurate but we should be in the black
 - Actual Projection column refers to actual YTD plus projections for the remainder of the year
 - Expect income to increase before the end of the fiscal year
 - Not planning to prorate the dues but offered financial assistance or delayed payment for quarterly dues payers who still have one payment left this season.
- Board recruitment

- Not much has happened in this area since we cannot meet face to face
- Waiting to hear from Sarah Wood about any new information
- Still need to fill two positions
 - Liz's position
 - At-large position
- Still open to suggestions - contact Dave
- If no suggestions, will put out a request to the membership to nominate themselves
- ESC
 - List of people we want to interview for the first batch
 - Have questions drafted
 - None of this can happen very soon because of COVID-19
 - Plan to contact them again June 1 for an update
 - Could do interviews via Zoom
 - Did not want to focus on this kind of thing right now, given the situation
- DAC grant
 - Submitted this past Monday
- Anonymous donor
 - Expecting another check soon
 - Have been notified that \$150,000 check is ready to mail
 - Amount wasn't what we expected
 - Uncertain of plan for remaining funds expected
 - Linda will follow up if Dave does not receive more information in a reasonable time
- Videos of rehearsals
 - For next semester and season, thinking about doing videos of rehearsals
 - Members who miss rehearsal can catch up
 - Can help those who cannot play piano well when there isn't a good source online for learning parts
 - Presented itself as an option since Zoom and other online meetings have become more prevalent
 - Expected not to cost very much
 - Can distribute the link after the rehearsal or via YouTube
 - Consider having the microphone near Rodney/central location, rather than where the camera is
 - The board generally supported the idea and Dave will look into it more
 - Could use for informal clips on the website or YouTube to advertise concerts
 - Sound quality might not be very good
 - Images would be from behind the singers
- Youtube channel
 - Chamber Choir concert from a few years ago had been put up on YouTube
 - Triangle Sings wanted to promote our performances on our channel and sent an e-mail referring to the recording
 - Was not known to Rodney until he received the e-mail
 - Recording did not reflect the Chamber Choir's best work
 - Would like to promote something more intentional and polished

- Audio recording of Rachmaninoff All Night Vigil
 - Use photos of the choir and translations for graphics
- February concert had so few instrumentalists, it came up as a possibility
 - For a nominal fee, can post on YouTube for six months
 - Will cost less than \$900 to post
 - Dave is working on the graphics to go with it because it is sound only
 - Ellie would like some suggestions of images so she can provide them to Dave
 - Photos of composers
 - Other images related to the music or concert
 - Texts from the works
 - Can do a PowerPoint slide show of images that could even repeat
 - Prefer a smaller number of pictures that can be put out quickly rather than waiting a long time to get the perfect images
 - Will decide in six months if we want to continue to keep these up
 - Rutter Requiem - would have to renew with musicians
 - Vierne Mass - could stay up indefinitely with no additional fees
 - Payments for first six months have already been made to the musicians

Artistic Director:

- Musicians who cannot work during the pandemic are hurting financially
- Many were in contracts with orchestras and concerts were cancelled, so they did not get paid
- We will probably get most of the players who were going to play in May will probably end up doing the fall concert
 - Might decide to go ahead and pay a third of what we would have paid them now
 - Would pay the remaining two-thirds in the fall if they play for us
 - Would be out a small amount for those who don't end up playing in the fall
 - This would cost about \$7,000 now
 - Would be a gesture of goodwill and support for the relationships we have formed with these instrumentalists
 - Many of the musicians play with us often
 - If the board thinks this is a good idea, will reach out to the individual who contracts the musicians to make sure he supports this
 - Some concern that musicians might be upset that some players got a "free" payment
 - Expect that this will not be a problem and that the musicians will be understanding and act on good faith
 - Will need to pay the contractor his fee for the spring concert
 - He completed his portion of the work before the concert was canceled
 - Will have to do more work in the fall, as well
 - Rodney will send Susan the invoice for spring

Motion: to pay musicians from the spring 2020 concert $\frac{1}{3}$ of their salary (rounded to the nearest dollar) now, with the remaining balance paid at the time of the rescheduled concert.	Moved: Gwen	Second: Rodney	For: 12	Against: 0	Abstain: 0
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- Had a Zoom meeting a week and a half ago with eight high school choir directors and Jeremy Tucker of Durham Public Schools
 - Presented the idea of engaging six or eight of their very best singers in preparation for a joint concert with the Chamber Choir
 - Got as far as finding the best weekend in April 2021
 - Misa Tango would be planned repertoire
 - Would rehearse with their choral directors then with Rodney before joining with Chamber Choir for that piece
 - Cannot finalize until choral directors know their schedules for next year
 - Expect that several of them will be able to participate, even if all of them cannot
 - Very enthusiastic to be able to offer some enrichment for the best singers
 - Gave them carte blanche for dates
 - Preferred date is two weeks before the first of May
 - Second date preference is three weeks before May 1
 - These are the only dates that work for them without conflicting with other required school activities
 - Will be a little close to the planned May 1st Bach B Minor Mass
- Had a great deal of fun putting together the second half of our Christmas program after the Stroope and McCullough pieces
 - Have about 12 pieces chosen
 - About half involve saxophone, other half involve a jazz combo (piano, bass, drum set), a few involve brass quintet
 - A lot of music by Will Todd - a lot of jumping arrangements of well-known carols
 - Plan to end with O Come, All Ye Faithful and invite the audience to sing a couple of verses with us
 - Encore with a gentle jazz arrangement of Silent Night
 - It should advertise well and be a fun concert with a lot of variety
- Ruggero concert
 - Contacted them to ask if we are still doing this if allowed
 - He did not want to cancel yet
 - Doesn't seem likely we could do a late-June concert this year
 - He is open to rescheduling for another time

Administrative Assistant:

- Big thing is that the Arts Council grant proposal has been submitted
- Refund for May Concert
 - Duke Box Office (DBO) is handling those

- Only 19 tickets sold at the time
- DBO sent Susan the contact information for those purchasers

Treasurer:

- Winter Concert Ticket Income - \$8055.82
- Received Individual Donations as of today - \$42,148.48
 - That's slightly less than last month's figure of \$42,446.52
 - Susan transferred NCCU donations [\$1108.03] to Fundraising - Development Events & Functions category
 - Still a little better than Last FY
 - Last FY to date was \$39,570.94
- Edward Jones accounts actually were up about 3% from last month's total
 - 3/16 - \$28,611.99
 - 4/15 - \$29,574.74
- Triangle Community Foundations, based on today's figures on their website were down about 4.8% from last Month
 - 3/16 - \$203,534.12
 - 4/15 - \$193,721.84
- The DOW fell about 400 points today, so these figures will change

Finance Committee:

- FY 2020-21 Proposed Budget
 - Document shared through Drive
 - Upcoming season does not show May concert from 2019-20 season
 - Does include rescheduled Chamber Choir concert
 - Shows a budget deficit of about \$7,000
 - Union rates went up
 - Included more exact figures from Rodney
 - For 2019-20, generating a surplus
 - Will need to determine how that carries forward to pay for rescheduled May 2020 concert
 - Had we done the May concert this year, we would have still had a slight surplus
 - Investment earnings show up as income
 - Those projections will change
 - No way to come up with good numbers for that right now
 - Current budget proposal does not include the May 2020 concert
 - Should this be added in before the budget is presented to the members?
 - Unknown when we could reschedule, but hope to do it in the fall of 2020
 - Duke will prioritize weddings that had to be canceled once they open again
 - The optimistic view is that we can cover the May concert
 - There are some risks because a lot of unknowns about what next year will bring
 - Original plan was to reschedule (postpone) and definitely perform the concert in as soon as we can, regardless of the budget
 - The concert is estimated to have a net loss of \$17,000

- Need to set up a Google Form for voting
 - Privacy concerns?
 - Would not show other voters' responses to the form within membership
 - The administrator can still see who voted in case someone votes more than once
 - Might want to tell members that their votes won't be anonymous, but also won't be public

Financial Oversight:

- Going through the process of finding a way to invest the money we will be receiving
- Moving along and have some good resources for the process
- We talk about this money as invested funds and not as an endowment
 - This could cause a problem or misunderstandings
 - There is a definition of endowment from the past that needs to be clarified
 - Doug and Linda will talk offline about this distinction

Financial Development:

Will not have anything to report or discuss in April

Policy and Planning:

Publicity and Programs:

Technology:

Diversity, Equity, and Inclusion:

- DEI meeting (via Zoom) scheduled for 4/20
- Data collection on DEI training continues gradually.

Membership:

Concerts:

OLD BUSINESS

NEW BUSINESS

- Thinking of how small businesses have been affected by the pandemic and stay-at-home orders
 - Are there members who are small business owners who are struggling
 - Could let the membership know about these businesses and encourage them to support these businesses
 - Would be a way to support our members and the community

- This should go beyond those who have been business partners with CSD in the past
- Dave could do a poll to find out
- Individuals needing assistance
 - Several people (six) came forward to offer assistance
 - So far, only one person has come forward to request help
 - Dave will resend the poll for this, as well

Motion to Adjourn	Moved: Rodney	Second: Doug	For: 12	Against: 0	Abstain: 0
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