

**ORPHEUS MALE CHORUS OF PHOENIX
BOARD MEETING APPROVED MINUTES
CIGNA Healthcare Office, Scottsdale, AZ
Tuesday, May 22, 2018**

Call to Order by President Drew Peterson at 6:01 p.m.

Present: Bob Meier, Drew Peterson, Skip Pepers, Gary Hapip, Ira Rubins, Jeremy Harris

Absent: Jay Kereny, Vic Quiros,

Ex Officio: Brook Larson

Guests: Dave Thomas, Owen Swenson, J.D. Helms, Carric Smolnik, Jim Loui, Dave Kelly

Assigned Timekeeper: None

Minutes of April 28, 2018

Ira Rubins, Secretary

**Gary Hapip moved and Jeremy Harris seconded to accept the minutes as distributed.
Unanimously approved.**

Treasurer's Report

Bob Meier, Treasurer

May report should have all major year-end financial items reflected.

April financial reports previously sent.

Ira Rubins moved and Drew Peterson seconded to accept the financial reports. Unanimously approved.

Artistic Director's Report

Brook Larson

Report submitted and reviewed.

ACTION: Drew requested that Brook resend the recordings from December 2017 to the Board for review.

Committee Reports

Development

JD Helms

Report submitted. JD reviewed raffle results. Discussion of how to better inform attendees about use of raffle funds for student scholarships. More information in the concert program was suggested, along with a more detailed narrative from the MC.

Finance

JD Helms

Report submitted. JD reviewed 90th anniversary year increased expenses, including the commissioned piece.

Advisory Update

JD Helms

Report submitted. JD reviewed four names to date who have agreed to serve on the Advisory Committee. (Jen Rogers, Dieter Bollman, Bonnie Kasten and Mary Jo West.) Additional names were discussed. JD will approach Makoto Matsumoto to be listed as well. JD will follow up with Jim Ballinger.

Marketing

Kevin Staab (not present)

Report and Power Point submitted. Dave Kelly reviewed report for Kevin Staab. Discussion of Big Marlin activities and possible audience surveys. Marketing Committee is very pleased with Big Marlin's activities. Skip Pepers asked about other social media opportunities like Twitter. Consensus from the Board that Marketing should approach Big Marlin for feedback on additional social media opportunities.

Outreach

Justin Ferris/Brook Larson

Brook reported on three scheduled outreach activities. Discussion of possible 100 Club partnership for Spring 2019.

Production

Jeremy Harris

Jeremy indicated that Zak Tenpenny had expressed interest in assuming the chair. Jeremy will work with new chair and is open to remaining a part of Production. A volunteer coordinator is needed as well. Some contracts have been sent out. Only Camelback contract has been returned.

ACTION: Brook will work with Jeremy on some possible names of individuals who might step up as Production Chair.

Membership (No report)

Skip Richards (not present)

90th Anniversary Status

Bob Meier

Tour Update: Final cost is dependent on number of participants. Singers, partners, spouses, friends, parents, etc. will all count toward the total tour participants. 43 singers currently committed. Bob is following up on five singers who are not current with their payments. Discussion of potential of additional singer participants once we start rehearsals again in August.

90th Logo selections

Drew Peterson

Initial samples were reviewed. Some suggestions were made to revise. The 90th Anniversary Committee will also review at their upcoming meeting this Thursday.

Special Events

Member Fall and Spring Socials. Discussion of possibilities including a year-end social event.

Special Music and Accompaniments

Brook Larson

Brook reviewed next season's needs in relation to budget and tour singers mix.

Old Business

Administrative/Executive Director Process

Drew Peterson

Drew reviewed the discussion points from previous meeting and asked everyone to create a "wish list" of items that an admin staff support person might handle and forward it to him and Ira.

ACTION: Drew established a task force to explore and make recommendations to the Board regarding hiring an ED/Admin support staff person. Ira Rubins agreed to chair the task force. He will consult with Drew and Brook for additional task force members.

Office Space at CUMC

Bob Meier

Bob Meier reviewed status of space availability at the church. The "robe room" is the space being considered. We should have confirmation on possible availability by August 2018. Rooms currently used by Rosie's Place are also being considered should they move to a bigger space at the church.

Quality Assessment/Accountability Project

There was general discussion and review of the quality assessment process and town hall feedback. Various available methods, in addition to individual phone recording, for singers to get reviewed and get assistance were discussed.

Town Hall Meetings.

Drew Peterson

Drew is working on consolidating the notes collected. He shared some comments from the Glendale town hall. Brook shared some comments from the town hall at his house.

ACTION: Drew will compile all the town hall comments and share the key feedback items with the board.

New Business

Bob Meier brought up the remaining gifted American Airlines 50,000 miles which needs to be banked by July 2018 to be valid. Jeremy Harris agreed to bank the miles for the board.

Chase Bank Card Authorization

Bob Meier moved and Jeremy Harris seconded to add Dave Thomas as a signer to the Chase accounts. Passed unanimously.

Educational Proposal – Bob Meier reviewed an educational proposal for singers who are interested in learning to read music.

Bob Meier moved and Gary Hapip seconded to move forward with a learn-to-read-music training program for next fall with Sean McComb as instructor with compensation of \$300 for the full year. Unanimously approved.

Bob Meier reviewed our scholarship program status and the opportunity to grant a second scholarship. **Bob Meier moved and Skip Pepers seconded to award a 4-year scholarship at \$1000 per year to Jesus Galaviz. Passed unanimously.**

Meeting adjourned at 9:01 p.m.

**Next Meeting: June 23, 2018, 9:00 AM
CIGNA Healthcare Office, Scottsdale, AZ**

Respectfully submitted,

**Ira M. Rubins
Board Secretary**