**MINUTES OF THE PCS BOARD MEETING –JANUARY 18, 2023**

**Attendees:**

Carole Wells Vice-President

Anneliese Zook President-elect

Crystal Crossler Treasurer

Gillian Sharma Secretary

Janice O’Toole Executive Director

Matt Myers Artistic Director

Jason Abrams Community Rep

Conny Kirchoff Chorale Rep

Kerry Darnall Chorale Rep

Deborah Collins Children’s Choir Rep

**Apologies:**

Susan Beamer President

**CALL TO ORDER**

Anneliese Zook called the meeting to order at 7:05 pm.

**EXECUTIVE DIRECTOR’S REPORT**

Janice advised the Board that, after discussions with Dean Luethi, the door proceeds from the Classical Collaboration concert on April 20 will be split between the two entities. PCS will retain proceeds tickets sold before the event. PCS will also handle the house. The Board discussed parking on WSU campus, acknowledging that parking is often perceived to be difficult, and parking lots some distance from Bryan Hall. The Marketing Committee will coordinate with WSU for marketing the event.

Janice said the paperwork to incorporate PCS in Washington State was ready to mail. In anticipation of this, PCS now has a PO Box in Pullman. PO Box 994, Pullman, WA 99163.

Janice shared a spreadsheet with information regarding ticket sales for the December concert.

**TREASURER’S REPORT**

Crystal presented a written financial report which was accepted after a motion by Deborah that was seconded by Kerry.

**ARTISTIC DIRECTOR’S REPORT**

Matt reported that Simpson United Methodist Church was a good venue for the December concert, which was sold out.

Matt reminded the Board that PCS is holding a retreat for all singers on Saturday, February 11, from 1-5pm at St. James in Pullman. Rehearsals on February 13 and 20 will see the Chamber Choir from 6:30-8:00pm and the Chorale from 8:00-9:30pm. Rehearsal on February 27 is Chamber Choir only.

Book People will hold a book signing for Diane Worthy at the concert on March 5.

Matt will present a pre-concert talk at the April 20 concert.

**CHILDREN’S CHOIR**

Deborah reported that the Children’s Choir has both lost and gained a few singers and has about 24 members currently.

**COMMITTEE CHECK-IN**

* **MARKETING/WEBSITE**

The committee is working hard to be ready for both the March and April concerts.

After a motion by Jason and seconded by Gillian the Board agreed to make $400 available as marketing costs for the March concert.

After a motion by Jason and seconded by Carole the Board agreed to make $300 available as marketing costs for the April concert.

* **FUNDRAISING/DEVELOPMENT/GRANTS**

Janice is currently working on a grant proposal, and the Board discussed other grant opportunities.

Members of the Board agreed to research grant, development and fundraising ideas which would be shared in a SLACK channel created by Anneliese and then meet on February 12 from 2:30-4:30pm.

* **SOCIAL COMMITTEE**

Though not discussed at the meeting, QUIZ NIGHT took place on November 17, and the CHRISTMAS CAROL COMMUNITY SING-ALONG took place on December 19 at the 1912 Center in Moscow. Both events were enjoyed by those who participated.

The meeting was adjourned at 8:50pm and was followed by a closed session.

**ADDENDUM**

On December 7, via the voting board members channel on SLACK, Jason proposed and Conny seconded a motion to approve an additional $500 for Fisheye as payment for the creation of promo videos for the October and December concerts which were not part of the original contract. The motion was approved via SLACK on December 11.