**MINUTES OF THE PCS BOARD MEETING –NOVEMBER 16, 2022**

**Attendees:**

Susan Beamer President

Carole Wells Vice-President

Anneliese Zook President-elect

Crystal Crossler Treasurer

Gillian Sharma Secretary

Janice O’Toole Executive Director

Matt Myers Artistic Director

Stephanie Sant Children’s Choir Conductor

Conny Kirchoff Chorale Rep

Kerry Darnall Chorale Rep

Deborah Collins Children’s Choir Rep

Jason Abrams Community Rep

**CALL TO ORDER**

Anneliese Zook called the meeting to order at 7:10pm.

**MEETING MINUTES**

After a motion made by Carole and seconded by Kerry, the Board approved the agenda.

After a motion made by Carole and seconded by Jason, the Board unanimously accepted the minutes from the Board Meeting held on Wednesday, September 21, 2022.

**TREASURER’S REPORT**

Crystal presented a written financial report which was accepted by consensus.

**EXECUTIVE DIRECTOR’S REPORT**

Janice presented a written report regarding accessibility at Moscow High School, venue of the recent October concert.

**ARTISTIC DIRECTOR’S REPORT**

Matt indicated that recruitment of musicians for the December concert is going well, though he is still looking for a harpist.

**CHILDREN’S CHOIR**

With 22 members the choir is preparing Christmas music. They are especially looking forward to flash mob performances and their party on December 6.

**OCTOBER CONCERT**

Janice presented a written report showing a break-down of ticket sales and attendance for this concert. Generally, the Board was pleased with attendance.

**SLACK/EMAIL**

The Board discussed the use of email and SLACK to communicate with PCS members. The Board agreed we should continue using both email and SLACK and try to grow member participation in using SLACK.

**PRESIDENT-ELECT OBSERVATIONS**

Anneliese expressed concern about participation from members on committees and other tasks. While most committees would benefit from more involvement, the Board noted that when asked to help with specific tasks (e.g. breaking down concert set-up) members were very responsive.

**HOLIDAY DINNER**

PCS received a request to sing at the Edward R. Murrow College of Communication Holiday Dinner on December 8. Janice would approach Chamber Choir members about their availability.

**COMMITTEE CHECK IN**

* **MARKETING/WEBSITE**

The committee has worked hard to be ready for the December concert.

After a motion by Kerry and seconded by Carole the Board agreed to make $400 available as marketing costs for the December concert.

After a motion by Carole and seconded by Jason, the Board agreed to purchase a “ZOOM recorder.” Anneliese would research this item and share findings with the Board via SLACK.

The Board also approved a Black Friday ticket sale.

* **FUNDRAISING/DEVELOPMENT**

Members of the Board agreed to research grant and fundraising ideas.

* **SOCIAL COMMITTEE**

Gillian reminded the Board that QUIZ NIGHT would take place the following night, November 17, and that the planned CHRISTMAS CAROL COMMUNITY SING-ALONG would take place on December 19 at the 1912 Center in Moscow.

The meeting was adjourned at 8:55pm.