

Palouse Choral Society Board Meeting
11/15/2023 7:00pm- 8:30pm
Approved

Present: Deborah Collins, Crystal Crossler, Kerry Darnall, Gillian Sharma, Royal Toy, Carole Wells, Anneliese Zook,

Ex officio: Stephanie Saint (Zoom), Matthew Myers, Janice O'Toole

Absent: Becky Weber

Action Items

Proposed Action	Responsible	Date to Report	Action Taken
Vote to hire a crew for the Platforms at the concert			Crew was hired
Recommendation for Children's Choir Representative: Page Robinson	Anneliese		
Get Holly's attire items to Bradyn for Inventory	Janice		Still waiting on items to inventory
Discuss at every Concert: Clothes, Money, Music, Attendance Form	TBD		Ongoing
Make a timeline for takedown for each concert venue	Janice		
Cost for Bookkeeping	Crystal		

Call to order

Approval of Agenda: Gillian, Kerry

Acceptance of Sept minutes Carole, Kerry

Treasurer Report 7:05

ED Report:

- 253 people attended... could have seated 313, more tickets sold than were used including comp tickets
- Went to Pullman HS and measured. We will take up 28'x20' total size of the stage is 36'
- Requesting that we hire a crew for the platforms up to \$600 if WSU crew is not available.

Action Item: This item is not in the current budget. A vote will be needed prior to the next meeting.

AD Report:

- Soloists are now in-place for Messiah. 2 nights donated to Alto for housing
- Carnegie Hall Bach Magnificat June 6/2025 Choir of 125 wanted as many PCS as want to could participate.
- January Auditions are looking pretty full already. Matt is willing to drive to Moscow to hear auditions if interested.

CC Report:

- Rehearsing songs for a performance on Dec 2nd
- Hopefully Caroling 2 rehearsal nights in December
- Is St. James open Tuesday December 12th, perhaps the fellowship hall?

Action Item Janice to reserve 6:00pm - 7:30pm

Recommendation for Children's Choir Representative: Past action item

Old Business 7:20

- Books reconciliation - Done
- Housing for Soloist - Done
- Pre meeting talks - Done prior to this meeting
 - Deborah to speak with Stephanie prior to each meeting
- Email addresses assigned - in process
- Trailer rental space - Space rented. Will continue to inquire about space as appropriate.
- Marketing representation to the board - Janice is tasked & she will send the report to Royal prior to each meeting.
- Talk to symphony about big donors for Messiah - Janice will confirm and communicate
- Each fundraising group present their forward movement thus far - Still need to move forward with this process.
- Meeting style Virtual vs in Person

Motion to meet virtually for full-board meeting: Made by Deborah, 2nd by Kerry 7, 3 opposed, 1 abstention... motion carried

- Discussion:
 - Important to meet in-person,
 - conversation issues with both Zoom and in-person,
 - Zoom meetings can be more efficient,
 - Purpose of video recordings and access to recording.
 - We only meet 4 times in a year as a full board.
 - Connection issues for Becky
 - We have access to each other at Monday rehearsals
 - Investigate the Zoom expense as we may have an account.
 - Feeling less engaged on Zoom
 - We all have strong opinions and are unlikely to change our minds
- Concert attire. Lots of not black spaces that were clearly communicated to be black.
 - T-length with no stockings, tall boots and short skirt.

- Jewelry policy is very confusing
- Old Attire - Selling for \$25 Skirts & Tops
 - Who could do this? Bradyn

Action: Get the attire items to Bradyn

- Report on Web Developer, website issues, etc. Consultant fee cost incurred? Kevin Watt was able to do it for no fee

New Business 7:35

- Follow-up on Oct Concert
 - Thank you letters sent to Bruised Books & Guild Mortgage
 - 13 WSU Students

Action Item: Discuss at every Concert: Clothes, Money, Music, Attendance Form

- Good return rate for music
- Make sure that singers wait until the audience is served prior to partaking

Action Item: Make a timeline for takedown - Janice

- Policy surrounding ticket sales online/at venue what is our plan moving forward when we get close to selling all the tickets we have.
 - There is a practice 10/5 till the concert, any seat not filled can be sold...
 - Mull this over... Beginning of a season and clearly communicated
- Treasurer Elect- THANK YOU CRYSTAL
 - Announcement next two meetings regarding the open position - Treasurer Elect election in December...

■

Action Item What would bookkeeping cost? - Crystal

- Position descriptions for FOH-Receipts Treasurer-Box Office Manager
- WSU TABLE!! All fancy and decorated for WSU students. Manned by Elizabeth Chilton and Anneliese.
 - Beginning in December to get tickets, etc.
- As a board we are responsible for making some big decisions. Do we earn that? This is likely due to leadership -ME, but committees are slow going this year so far. Lets re-establish and pick it up.
 - Membership is not receiving the information about the action of the committees
 - We need to know who the Perhaps

Motion that once draft minutes are posted in slack they can be thumbs up for approval. Once they are approved they can be sent to the membership. Made by Matt, 2nd by Janice Motion passed.

- Who's going to help Ray? Lets invite him to our next meeting and find out what his process was for getting so many program ads.
 - Does this need to be a board meeting, or can someone ask him to report and review for the board?
- Official Post Concert Hangs
 - Pullman Lumberyard
 - Moscow Where?

- Teambuilding Social Activities- Dueling Piano Bar in Spokane. Anneliese will Organize. Please help me think of the things that me being 'me" simply wont think of. Mainly issues.

- Flashmob?

Action Item: Singalong? Dec 11th? Gillian to call the 1912 Center, Anneliese to share PPT

- MORE by this time last year we had already had the quiz night and a Holiday Sing along was well in the works.
 - What are some fun things to do in Pullman
 - What is fun to do in Moscow
 - What is fun to do in Lewiston
- Janice 240 tickets sold for Messiah out of 800