

THRESHOLD CHOIR BOARD MEETING

FEBRUARY 21, 2024

Present: Leeann Enright, Carrie Andrews, Jan Booth, Bridget Baker, Glenda Guinn-Gilles, Caitie Deranek Stewart, C.J. Robinson, Natasha Phillips, Sudie Pollock

1. Bridget opened with a song: *May The Long Time Sun*
2. Leeann introduced Carrie, our new MCD
3. Minutes from our Board Retreat were approved
4. Natasha gave a budget report
 - a) Requested new line item: \$10,000 travel expenses for MCD specifically to attend Grand Rapids, Michigan Gathering in June. Visiting other choirs as needed. Approved
 - b) Suggested ED and Admin Assistant track their times into Categories: Program, Fundraising, Admin. Leeann is already doing this.

Leeann: talk to Priscilla about separating her hours into those categories.

- c) Bridget joined Natasha to discuss the need for clear guidelines to be offered in a Zoom, Finance 101, showing members Exactly how chapter money is held and how it can be spent. We need columns of Yes, No, and Maybe. They will get to this mid-March.
5. Leeann reported
 - a) Orientation for Carrie is proceeding; meeting Committee chairs, attending Zooms
 - b) Directors' ED surveys are completed. ED Search continues.

Leeann: Send survey results to Natasha

- c) Signed contract with FPLG (For Purpose Law Group) for legal representation. They rated A+ with BBB.
 - d) We don't list donors in our Newsletters and Annual Rpt.
 - e) We need to decide on what to call our Home Office (MotherShip). Need input from Bd Members.
 - f) She needs a Work Plan from Bd Members who have specific assignments, so there is accountability for what gets done, who does it. Format: What's the topic? Who Owns It? When Is It Due? What's The Status?
6. Caitie discussed:
 - a) fundraising proposal for 2024 which includes meeting major donors, encouraging members and directors to reach out in their own communities to create donor networks
 - b) Major donors could be designated as \$500 or more.
 - c) Consider a CRM: Constituent Relationship Manager (volunteer)

- d) Plan to reach out quarterly to former donors.
- d) For large donations, follow with a written thank you note and an immediate phone call.

Leeann: gather Fundraising Committee: Bridget, Glenda, Caitie AND check with Priscilla to see if we already use "SalesForce".

Caitie: create a 4 point work plan for your report—maybe by quarters.

- 7. Sudie: Coaching Committee saw 3 choirs launched in February
- 8. Bridget: DEI on hold
- 9. Sudie: Educ/Training/Curr report on hold until after MCD can be Involved.
- 10. Outreach: On hold until ED is hired.
- 11. Personnel
- 12. Sudie: met with Repertoire Committee. Thoughtful group.
- 13. Glenda: Sounding Board—its purpose explained to Carrie.
- 14. Bridget: Website work is ongoing.
Glenda: Bd Recruitment on hold
- 15. Gatherings Task Force. On hold for MCD
- 16. 25th Anniversary March 25, 2025

Leeann: work with Kate Munger to gather past members,
Kindness Made Audible Annual Award
Media exposure- timeline

- 17. Bridget: Leave Behind Cards—in process
Virtual Accounts: Thinking about a Zoom class for this.

May harmony prevail,
Sudie Pollock
Feb 25, 2024