

THRESHOLD CHOIR BOARD MINUTES

FEBRUARY 19, 2025

PRESENT: Bridget Baker, Glenda Guinn-Gilles, Natasha Phillips, C.J. Robinson, Leeann Enright, Sudie Pollock

ABSENT: Caitie Deranek Stewart

STAFF: Sarah Simoncini

1. **Song:** (Sudie) *This Too Shall Pass*
2. **Minutes:** (Sudie) No minutes to approve because of January Board Retreat
3. **Financial Report:** (Natasha)
 - a. The January 2025 Balance Sheet shows that we are under budget which is a good place to be.
 - b. Concern was expressed about high bank fees and sales tax paid. That is something to watch.
4. **ED Report** (Sarah)
 - a. Proposed a partnership with aerial artists for a fundraising event in May.
 - b. Dancing or movement at bedside should not be encouraged. Focus should be on the music alone and its therapeutic effects. Sudie will draft a letter to Leaders; send to Carrie Andrews and Sarah Simoncini first.
 - c. Sarah, Bridget, and Glenda discussed a new policy about annual cost of living adjustments and merit raises based on evaluations on hire date. Policy was approved and made retroactive to January. Evaluation process was outlined; need to develop a form to be used. Board evaluates Sarah, Sarah evaluates staff.
 - d. Based on Board feedback at the Retreat, the order of projects for 2025 has resulted in a 40-page Plan and will be available to the Board once it's finalized by end of February/ beginning of March.
 - e. An event to honor Kate Munger will be led by the San Francisco Threshold Choir chapter at the Columbarium. The choir will sing half of the top 25 songs, which will be recorded and available for purchase.
 - f. Developing outside funding sources is a priority. Thought is being given to involving a corporate sponsor as well as exploring grants. Sudie questioned why we need to raise money—what are our goals? She stressed the importance of voice quality of our singers over adding new chapters. Leeann pointed out we would be able to pay our staff for all the hours they work plus update our website to make it more attractive to prospective members and donors.
5. **Repertoire** (Sarah)
 - a. The committee is hard at work on the Favorite 25 songs, gathering, recording, and distributing. With 600 songs already, no new songs are being added this year. In the future, we can raise the standard for new songs; accepting only those that truly speak to our mission.

6. **Coaching** (Sarah)
 - a. A chapter that has no paid members, yet uses TC music and sings at bedsides, has been put on pause. Singers there have a month to become paid members.
7. **Sounding Board** (Glenda)
 - a. Questionnaire about how chapters are onboarding singers was sent.
8. **Website** (Bridget)
 - a. The website committee is planning a partial rebuild to improve functionality.
9. **DEI** (Sarah)
 - a. The committee is involved in planning educational Zooms.
10. **Board Recruitment** (Sarah)
 - a. Caitie and Sarah will put together an information packet/session to present to the Board.
11. **Gatherings** (Sarah)
 - a. Sarah will be going to Stony Point's gathering. Other Board members are attending gatherings in their areas.
12. **25th Year Silver Jubilee Update** (Leeann)
 - a. Monthly Newsletter by Lila Allen produced a great product.
 - b. Susie Joyce is writing choir history monthly.
 - c. Kate Munger's Tribute Book is in progress for her birthday in November.
 - d. Chelsea Weiss, artist has given us more time to finalize the album cover.
 - e. Paul Schwotzer, the engineer who is mastering the recording, is donating his time.
 - f. Deborah Carithers is dedicated to getting us into WikiPedia.
 - g. Card Shower for Kate Munger around March 21: thanks and appreciation.
 - h. Rachel Gaunt, a member of Kate Munger's West Marin Bedside Singers, will provide the Board with an Envisioning Plan at no cost. She has a background in Strategy, Marketing, and Branding.
 - i. TC Signature Line under our signature on our emails will be sent with instructions for how to download it.

Sudie Pollock

TC Secretary