

Chinook Winds Show Chorus

Management Team Meeting Minutes -- Monday, August 15, 2011

Present: Cathy Carson, Team Leader
Darcy Fraser, Director
Fran Thorson, Marketing
Laurie Vainio, Membership
Jean Snyder, Administrative Assistant
Mary-Ann Gaitan, Communications
Laura Wright, Finance
Susan Boulton, By-Laws & Rules
Cathy Martin, Special Events

Called to Order by Cathy Carson at 7:05 p.m.

Guest: Connie Chadwick-Lynch addressed the following topics: "call girls", keeping retired members in touch with the chorus and CWSC's stampede involvement.

Director

- Darcy and Maja attended the Director's Symposium this July in Pennsylvania.
- Darcy finalized the music team job descriptions.
- Jean Barford has been tentatively booked for Enthoes 2013.
- Music – "Africa" has been purchased along with the rights for 80 copies.

Membership

- Laurie gave a member update.
- We heard that Janet Steckley lost two of her sisters within a very short time frame earlier this year.
- Membership drive. Street signs are scheduled to be erected on August 16, welcoming night will be on August 30.
- Fran will be making posters/flyers to hand out to chorus members to post during the membership drive.
- CWSC may place an ad on kijiji?

Special Events

- Jason Wang is scheduled to speak to the chorus about the China trip on September 13.
- Christmas party will be on December 14th – Venue still to be determined.
- International Houston – 5 members will be attending.
- Halloween party on either the 24th of October or the 1st of November (TBD).

Marketing

- Business card –rough draft will be circulated to Management Team for proofing.
- Two new regional songs. Both Fran and Laurie purchased the 2011 learning tapes (all 4 parts) of all the regional songs.

Finance

- A committee reviewed the points allocation schedule and presented a revised version for Management review. There were only a few additions and changes. Waiting for Music Team job description changes before finalizing the points allocation. Once it has been completed and approved, it will be sent out to all chorus members along with an explanation of how the point allocations work for contest.
- Income Statement was reviewed:
- Financial audits for 2009 and 2010 have been completed.

- Contest payment update – still many outstanding invoices. Hoping to see some cheques on Tuesday.
- Sound system was refurbished, it will be delivered Tuesday. A new committee has been put in place that will look after the equipment.

By-laws and rules

- Susan composed a table of contents for the Chapter Guide and provided it to all Team members. Suggested each person take the time to look up their areas of interest and bring any questions or concerns to future meetings.
- No one has contacted Susan about their job descriptions, yet.
- Susan is taking time to become familiar with the SAI.

Communications

- Mary-Ann sent flowers to Doris Sloan.
- CWSC will make a \$150 donation to Canada Sings in memory of Al Knight who was a director with CWSC.
- Draft Region 26 Regional Directory 2011-2012 was edited.
- CathyM mentioned that we should send a write up of the 55th Anniversary trip to Banff to the Pitch Pipe.

Other Business

Succession: In case CathyC is unavailable Laurie Vanio will be her proxy. If it is a money issue, go to Laura for guidance/approval.

Next Management Team Meeting Dates:

September 12
October 3
November 7
December 5 (joint session)
January 2
February 6
March 5.

Conclusion

Meeting concluded at 10:00 pm.