

Minutes
Octavo Singers Board Meeting
October 10, 2018

Meeting the meeting came to order at 7:05 p.m. Present were Diane Deacon Judith Israel, Kate Kilmer, Wendy Luft, Deb Pavlus, Chris Yost and Mel Wigler.

September Minutes. Diane noted that the minutes for the September meeting were approved via email.

Donation Committee. The creation of a donation committee to review our current donation structure was discussed. Diane said she would mention the formation of a committee in her email and Judy indicated she would reach out two members who may be interested.

Promotional Appearance Updates. The recent appearance at the Carrot Festival was determined to be helpful. The appearance at the Upper Union Street Oktoberfest was discussed. Diane advised that she has not heard from our contact for the Saratoga Victorian Stroll since the previous meeting and would follow up.

Fundraiser Update. Judy and Diane discussed updates. Included were a planned meeting of the committee within the next two weeks and the beginning of solicitation of donations for the raffle. Mel mentioned a reach out to Spectrum Channel 9 regarding a scroll to advertise the fundraiser. Several items more topics for the committee meeting were discussed.

Alternative Location. In the unlikely event that the fundraiser cannot go forward perhaps due to weather cancellation which cannot be rescheduled, we need to consider a potential alternate location and date to perform the program as a concert. Considerations of factors that would go into a decision to go or not on our part were discussed. Judy noted that we need to have a 125 person minimum for Glen Sanders, meaning that should we not come up with that number we would be responsible to pay for dinners up to that number. Deb agreed to reach out to the first Reformed Church to check on availability in March.

Post-concert get-togethers for Messiah and Spring. Mel has arranged for these get-togethers. The Messiah get together will be at the Turf Tavern after the performance and will be priced at \$36 per person. Mel provided the menu to Deb and we will begin to announce the event to members. Diane has to get our not for profit number to Maria.

The Spring event is planned for the Water's Edge Lighthouse again at \$36 per person on May 19th. The restaurant requires a down payment of \$100 and a signed agreement Mel will see that Diane gets the agreement to review.

Capital Region Chamber of Commerce Membership. Diane shared her research on chamber membership and noted that advantages include participation in the Chamber's

email marketing and use of their social media site. Participation would also include a review of our credit card processing fees by a company which would advise us if they can do better or not. Diane noted that the chamber has many not-for-profit members such as the Boys & Girls Club the YMCA at set her up and just about all of the local theater groups. As far as not-for-profit music organizations, members include the Albany Symphony and Glimmerglass. Diane noted that a retirement gift on her behalf to Octavos would more than cover the \$400 fee. A motion to join the Chamber at a price of \$400 annually was made, seconded, voted and carried unanimously.

Treasurers' Report. Wendy provided the attached information comparing our standard expenses and intake to date.

Bulk Mailing. Diane noted that Kate provided her with information regarding the cost of a bulk mailing permit and other requirements. Diane will share the information Kate provided with Wendy for the two to review and determine if it is economically beneficial to go forward with it.

CD sale. Diane noted that we have many CDs from many performances that are lingering in our cupboard. After discussion a motion to: (1) preserve a few CDs of each performance for our library; (2) offer the CDs to the members at a price of \$2 each with the direction that are not to be publicly distributed; (3) end the sale when we adjourn in December and (4) discard what is left, was made, seconded, voted and carried with Mel abstaining and others in favor.

Panera and Blaze Promotions. Chris noted that we made about \$150 each from our Blaze Pizza and Panera promotions prior to dress rehearsals last season. It was agreed that we would go ahead with those this season.

The meeting adjourned at approximately 8:45 p.m.