

Minutes of Octavo Singers Board Meeting held on November 15, 2022

called to order at 11:09 am

Attendees present via zoom: Wendy Luft, Diane Deacon, Katie Rose, Nina Kryzak, Dave Roberts, Andrew Burger, Kate Kilmer, Chris Yost

Absent: Judy Israel

- I. Minutes from the Octavo Singers Board meeting held on November 1, 2022, were approved unanimously. The minutes from the executive session held on November 1, 2022, will be voted on at the next meeting in order to allow members time to review the minutes.
- II. Treasurer's Report- Wendy discussed her reports. There is one that shows a comparison to Budget amounts and a second format that shows actual revenue and expenses. Diane stated that she likes seeing the budgeted numbers. Others found both formats helpful because they each provide different information. Diane made a motion: that we approve the formats of the Treasurer's reports (both) as presented by Wendy. The motion passed unanimously.
- III. Scholarship – Diane proposes that we dedicate proceeds from the sale of Octavos tote bags to the scholarship fund. Motion passed unanimously. Diane also proposes that we add a line to the registration form for the Brahms Requiem concert that would allow members to donate to the scholarship fund when they register. After brief discussion, the Board agreed to this proposal.
- IV. Vax issue with soloist – Diane reported that she is waiting to hear back from the tenor soloist regarding his covid booster. It is probably not a problem, just an issue that is still up in the air.
- V. Testing sequence – After a brief discussion it was agreed that we want to have members test themselves before rehearsal on November 28, December 5, and December 9 and 10. They will need to send their results to Kate Kilmer for all 4 dates. Diane will work on instructions detail for members.
- VI. MESSIAH - Kate will send bills for publicity to Wendy. We need to print more tickets. Diane will give some comp tickets to Zion Lutheran and First Reformed in thanks for use of their facilities. We have 4 ticket takers. Diane would like some back up for this. Diane reported that Erin will do the square and Jerry will handle the transferal. Union College will be mask optional.
- VII. Donor Letters - Diane will be buying postage for postcards and donor letters.
- VIII. Fundraiser – Diane is reviewing the contract details. \$250 deposit, non-refundable. Diane predicts that if we have 150-175 people we would make about the same as previous fundraisers. Possible dates March 25, 2023, or March 26, 2023. The group agreed that Sunday is probably the better day to hold this event. April 2nd was also mentioned as a possible date. Andrew said he might be willing to be our entertainment. He could do a ½ hour of solos. Diane will pursue the fundraiser and follow up with the group on details for agreement.

IX. Diane asked if anyone had a need for executive session. No one did. Chris mentioned that she would be dropping off the form for us to be involved with the festival of trees. Chris will let us know the date for decorating the tree.

Meeting adjourned at 12:07 pm

Octavo Singers November 14, 2022

Actual Revenue/Expenses July 1, 2022-November 14, 2022

				Messiah	Fundraiser	Brahms Spring Concert	Total	Budget July '22-June '23	Actual July'18-June '19
Ordinary Income/Expense									
Total Membership Dues				5146.92		246.93	\$ 5,393.85	\$ 8,694	\$ 14,440.00
Concert ticket sales							\$ -	\$ 24,800	\$ 32,902.97
Total Direct Public Grants							\$ -	\$ 1,000	\$ 2,900.00
Direct Public Support				\$ 1,028.00		\$ 1,027.00	\$ 2,055.00	\$ 6,700	\$ 7,064.97
Fundraiser profit				\$ 27.00		\$ 28.00	\$ 55.00	\$ 3,050	\$ 3,010.00
Advertising Revenue							\$ -	\$ 600	\$ 1,765.00
Other Income				\$ 20.86		\$ 20.86	\$ 41.72	\$ 300	\$ 682.29
Total Income				\$ 6,222.78	\$ -	\$ 1,322.79	\$ 7,545.57	\$ 45,144	\$ 62,765.23
Expenses									
Contract Labor									
Artistic Director/Conductor				\$ 800.00			\$ 800.00	\$ 5,920.00	\$ 7,238.75
Musician - Accompanist				\$ 991.62		\$ 64.13	\$ 1,055.75	\$ 4,022.88	\$ 4,530.00
Musicians - Orchestra							\$ -	\$ 8,885.00	\$ 11,416.00
Musicians - Vocal Soloists							\$ -	\$ 3,500.00	\$ 5,100.00
Orchestra Coordinator							\$ -	\$ 775.00	\$ 1,050.00
fundraiser Entertainment								\$ 500.00	
fundraiser food							\$ -	\$ 8,500.00	\$ 11,670.00
Advertising				\$ 74.00		\$ 20.00	\$ 94.00	\$ 2,900.00	\$ 2,161.95
Printing & Reproduction				\$ 449.34			\$ 449.34	\$ 2,550.00	\$ 2,823.18
Music							\$ -	\$ -	\$ 1,802.98
Rental				\$ 1,592.50		187 1/2	\$ 1,780.00	\$ 1,593.00	\$ 1,407.00
Insurance				507 1/2		507 1/2	\$ 1,015.00	\$ 1,015.00	\$ 1,015.00
Vocal scholarship							\$ -	\$ -	\$ 419.27
Other				\$ 1,003.14		\$ 1,003.13	\$ 2,006.27	\$ 3,000.00	\$ 2,484.74
Total Expenses				\$ 5,418.10	\$ -	\$ 1,782.26	\$ 7,200.36	\$ 43,160.88	\$ 53,118.87
Net Income(loss)from operations				\$ 804.68	\$ -	\$ (459.47)	\$ 345.21	\$ 1,983.12	\$ 9,646.36
Bank Balances June 30, 2022				\$ 35,945.83					
Income from operations				\$ 345.21					
total				\$ 36,291.04					
Bank Balances November 14, 2022				\$ 36,291.04					

Miscellaneous Expenses												
	Website		\$	136.21								
	postage		\$	180.00								
	paypal fees		\$	58.99								
	air purifiers		\$	1,660.00								
	Music		\$	(28.93)								
	total		\$	2,006.27								
			\$	1,003.14								