

## Minutes of Octavo Singers Board Meeting held on April 11, 2023

called to order at 10:54 am

Attendees present via zoom: Wendy Luft, Diane Deacon, Katie Rose, Dave Roberts, Andrew Burger, Kate Kilmer, Chris Yost, Nina Kryzak, Tom Labelle (candidate for 1<sup>st</sup> VP)

Absent: Judy Israel

- I. Minutes for Octavos Board meeting held March 16, 2023 were approved unanimously.
- II. Diane announced that she, Deb and Dave will meet 4:30 pm Thursday the 13<sup>th</sup> to plan St. Pius set-up.
- III. Treasurer's Report – Wendy discussed highlights of the Treasurer's reports. She noted a profit of 4,700+ from the fundraiser. We can still raffle off the unclaimed wine from the fundraiser. We may also do a 50/50 raffle and raffle off Schenectady Distillery gift certificate also. It was suggested that we could raffle them off at rehearsal and put the money towards scholarship fund. The motion to accept the Treasurer's reports was approved unanimously.
- IV. Corporate Funding and Grants – Tom asked if we regularly had sponsors or grants. Nina responded that we have a couple (CIO, Golub and 1 other) that have been received but no regular sponsors.
- V. Next Season – Venue update – Diane gave 1<sup>st</sup> Reformed our offer. She is waiting for Consistory approval. Diane also approached Union College about singing there. She has a meeting with them tomorrow. We're aiming for a fall concert the 1<sup>st</sup> weekend of November (or 2<sup>nd</sup> weekend). We could put some information in the program for the Brahms concert regarding the Fall and Spring concerts for next season. Andrew will send an email to Kate Kilmer for wording of this.
- VI. Spring Concert – 65 people will be singing. We will have both a tenor and bass "ringer".
- VII. Video – It was decided that we don't want to pay \$400 for audio taping. Diane has someone who will do it for free. Diane will email Stephanie and make sure it isn't a problem with the orchestra.
- VIII. There was discussion about extending the last 2 rehearsals to 9:30 pm and keeping breaks to 10 minutes. There was agreement that we will do this. Diane reported that we got volunteers for risers and tickets/square.
- IX. At 11:57 am the meeting adjourned and moved to executive session.

Meeting adjourned at 3:18 pm

Octavo Singers April 10, 2023									
Actual Revenue/Expenses July 1, 2022-April 10, 2023									
<b>Bank Balances June 30, 2022</b>									\$ 35,945.83
						<b>Activity Through 2/12/2023</b>	<b>Activity 2/13/23-4/10/23</b>	<b>Total</b>	
<b>Add: Revenue</b>									
	Donations					\$ 9,120.50	\$ 949.05	\$ 10,069.55	
	Advertising					\$ 225.00		\$ 225.00	
	Interest					\$ 20.99	\$ 7.69	\$ 28.68	
	Amazon Smile					\$ 72.09	28.75	\$ 100.84	
	Membership Dues					\$ 9,278.85	\$ 105.00	\$ 9,383.85	
	Messiah Ticket sales					\$ 11,415.00		\$ 11,415.00	
	Gala Ticket sales						\$ 8,193.41	\$ 8,193.41	
	Gala Silent Auction						\$ 1,582.00	\$ 1,582.00	
	Gala Raffle						\$ 700.00	\$ 700.00	
	Gala Wine Pull						\$ 640.00	\$ 640.00	
	Spring Concert ticket sales						\$ 267.07	\$ 267.07	
	Caroling Troy Victorian Stroll					\$ 100.00		\$ 100.00	
	CIP Grant					\$ 500.00		\$ 500.00	
	Totes					\$ 55.00	\$ 45.00	\$ 100.00	
	hoffman car wash					\$ 90.50	\$ 7.00	\$ 97.50	
	Wine sales for Scholarship						\$ 80.00	\$ 80.00	
	50/50 raffle						\$ 155.00	\$ 155.00	
	Collection for choir member						\$ 23.00	\$ 23.00	
	<b>Total</b>					<b>\$ 30,877.93</b>	<b>\$ 12,782.97</b>	<b>\$ 43,660.90</b>	
<b>Less: Expenditures</b>									
	Grainger		2 Air Purifiers			\$ 1,660.00		\$ 1,660.00	
	Niskayuna Reformed Church		rent			\$ 375.00	\$ 125.00	\$ 500.00	
	Trevor Kahlbaugh		retainer and services			\$ 2,610.75	\$ 934.00	\$ 3,544.75	
	Andrew Burger		services rendered			\$ 3,000.00	\$ 1,430.00	\$ 4,430.00	
	Messiah Soloists & paid chorus					\$ 2,400.00		\$ 2,400.00	
	Messiah Orchestra, Concertmaster & Coordinator					\$ 3,951.00		\$ 3,951.00	
	2Shea Catering		Gala food			\$ 250.00	\$ 5,477.60	\$ 5,727.60	
	Gloria Norton		Gala entertainment				\$ 150.00	\$ 150.00	
	Fat Cow		website			\$ 136.21		\$ 136.21	
	Spotlight Newspaper		Advertising			\$ 54.00		\$ 54.00	
	Community Media		Advertising			\$ 316.00		\$ 316.00	
	WMHT		Advertising			\$ 375.00		\$ 375.00	
	WAMC Northeast		Advertising			\$ 560.00		\$ 560.00	
	Facebook		Advertising			\$ 71.99		\$ 71.99	
	Paypal/ credit card fees					\$ 172.23	\$ 90.14	\$ 262.37	
	USPS		stamps			\$ 824.00	\$ 192.00	\$ 1,016.00	
	Price Chopper		Soloist Flowers			\$ 61.00		\$ 61.00	
	The Hartford		insurance			\$ 1,015.00		\$ 1,015.00	
	Union College		Rental for Messiah			\$ 1,405.00		\$ 1,405.00	
	Eastern NY AGO		advertising			\$ 40.00		\$ 40.00	
	Mail N More		printing			\$ 2,036.11	\$ 254.53	\$ 2,290.64	
	Amazon		music & bow ties& Misc Gala			\$ (50.33)	\$ 135.74	\$ 85.41	
	Schenectady Historical Soc		Festival of trees			\$ 25.00		\$ 25.00	
	Zoom		annual account fee			\$ 149.90		\$ 149.90	
	Perreca's		Gift card for Photogra			\$ 100.00		\$ 100.00	
	Office Max		e-file 1099 & supplies			\$ 34.25	\$ 3.33	\$ 37.58	
	<b>Total</b>					<b>\$ 21,572.11</b>	<b>\$ 8,792.34</b>	<b>\$ 30,364.45</b>	<b>\$ 13,296.45</b>
<b>Bank Balances April 10, 2023</b>									\$ 49,242.28
	Checking					\$ 48,395.69			
	Saving					\$ 846.59			
									\$ 49,242.28

**Octavo Singers April 10, 2023**

**Actual Revenue/Expenses July 1, 2022-April 10, 2023**

		Messiah	Fundraiser	Brahms Spring Concert	Total	Messiah 2022 Budget	Total Budget July '22-June '23
<b>Ordinary Income/Expense</b>							
	<b>Total Membership Dues</b>	\$ 5,146.92		\$ 4,236.93	\$ 9,383.85	\$ 4,947.00	\$ 8,694
	<b>Concert (Gala) ticket sales</b>	\$ 11,415.00	\$ 8,193.41	\$ 267.07	\$ 19,875.48	\$ 8,000.00	\$ 24,800
	<b>Total Direct Public Grants</b>	\$ 500.00			\$ 500.00	\$ 500.00	\$ 1,000
	<b>Direct Public Support</b>	\$ 4,927.27	\$ 215.00	\$ 4,927.28	\$ 10,069.55	\$ 3,000.00	\$ 6,700
	<b>Fundraiser raffle/silent auction</b>		\$ 2,922.00		\$ 2,922.00	\$ 50.00	\$ 3,050
	<b>Advertising Revenue</b>	\$ 113.00		\$ 112.00	\$ 225.00	\$ 300.00	\$ 600
	<b>Other Income</b>	\$ 114.76		\$ 114.76	\$ 229.52	\$ 150.00	\$ 300
<b>Total Income</b>		\$ 22,216.95	\$ 11,330.41	\$ 9,658.04	\$ 43,205.40	\$ 16,947.00	\$ 45,144
<b>Expenses</b>							
<b>Contract Labor</b>							
	<b>Artistic Director/Conductor</b>	\$ 2,520.00		\$ 1,760.00	\$ 4,280.00	\$ 2,400.00	\$ 5,920.00
	<b>Musician - Accompanist</b>	\$ 2,040.12		\$ 1,504.63	\$ 3,544.75	\$ 1,826.38	\$ 4,022.88
	<b>Musicians - Orchestra</b>	\$ 3,426.00			\$ 3,426.00	\$ 3,605.00	\$ 8,885.00
	<b>Musicians - Vocal Soloists</b>	\$ 2,400.00			\$ 2,400.00	\$ 2,300.00	\$ 3,500.00
	<b>Orchestra Coordinator</b>	\$ 525.00			\$ 525.00	\$ 525.00	\$ 775.00
	<b>fundraiser Entertainment</b>		\$ 300.00		\$ 300.00		\$ 500.00
	<b>fundraiser food</b>		\$ 5,727.60		\$ 5,727.60		\$ 8,500.00
	<b>Advertising</b>	\$ 1,360.99		\$ 56.00	\$ 1,416.99	\$ 1,200.00	\$ 2,900.00
	<b>Printing &amp; Reproduction</b>	\$ 1,541.66	\$ 446.98	\$ 302.00	\$ 2,290.64	\$ 1,100.00	\$ 2,550.00
	<b>Music</b>				\$ -	\$ -	\$ -
	<b>Rental</b>	\$ 1,592.50		\$312.50	\$ 1,905.00	\$ 1,593.00	\$ 1,593.00
	<b>Insurance</b>	\$507.50		\$507.50	\$ 1,015.00	\$ 507.50	\$ 1,015.00
	<b>Vocal scholarship</b>				\$ -		\$ -
	<b>Other</b>	\$ 1,863.63	\$ 149.74	\$ 1,520.10	\$ 3,533.47	\$ 1,000.00	\$ 3,000.00
<b>Total Expenses</b>		\$ 17,777.40	\$ 6,624.32	\$ 5,962.73	\$ 30,364.45	\$ 16,056.88	\$ 43,160.88
<b>Net Income(loss)from operations</b>		<b>\$ 4,439.55</b>	<b>\$ 4,706.09</b>	<b>\$ 3,695.31</b>	<b>\$ 12,840.95</b>	<b>\$ 890.13</b>	<b>\$ 1,983.12</b>
<b>Bank Balances June 30, 2022</b>		\$ 35,945.83					
<b>Income from operations</b>		\$ 12,840.95					
	<b>Reserved for Vocal Scholarship</b>	\$ 432.50					
	<b>Reserved for choir Member</b>	\$ 23.00					
	<b>total</b>	\$ 49,242.28					
<b>Bank Balances April 10, 2023</b>		\$ 49,242.28					

