

Minutes of Octavo Singers Board Meeting held on January 4, 2023

called to order at 2:35 pm

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

Absent: Judy Israel

- I. Minutes for December 20, 2022 & November 15, 2022, were approved unanimously.
- II. Treasurer's Report – Wendy says we still don't have a check from Brown paper tickets for the Messiah concert. Diane says there is an issue about someone needing a refund. Kate Kilmer and Jerry are working on a solution. Wendy reported that we have received \$955 since last report. There was a general discussion about revenue & expenses noted on the Treasurer's report. The motion to accept the Treasurer's report was approved unanimously.
- III. Business meeting – Diane says we need to talk with members about involvement, encourage people to be involved. Diane suggests January 23, 2023, at the end of the rehearsal as a time for the business meeting. Diane and Wendy will discuss what financial information will be provided to members at the business meeting.
- IV. Conflict of Interest Statements: Diane will soon be sending information regarding this requirement.
- V. Fundraiser – Diane has been looking into regulations and has questions for the gaming commission regarding the fundraiser activities.
- VI. Logistics for concert at St. Pius – Diane is working on dress rehearsal date for orchestra. Andrew has indicated that he can provide transportation for the risers.
- VII. Other – Wendy has received the Brahms music and the Verdi music should be in soon.

Meeting adjourned at 3:18 pm

Octavo Singers January 3, 2022									
Actual Revenue/Expenses July 1, 2022-January 3, 2023									
Bank Balances June 30, 2022									\$ 35,945.83
						Activity Through 12/19/2022	Activity 12/20/22- 1/3/23	Total	
Add: Revenue									
	Donations					\$ 7,131.50	\$ 955.00	\$ 8,086.50	
	Advertising					\$ 150.00		\$ 150.00	
	Interest					\$ 14.30	\$ 3.36	\$ 17.66	
	Amazon Smile					\$ 72.09		\$ 72.09	
	Membership Dues					\$ 5,393.85		\$ 5,393.85	
	Messiah Ticket sales					\$ 7,155.00		\$ 7,155.00	
	Caroling Troy Victorian Stroll					\$ 100.00		\$ 100.00	
	CIP Grant					\$ 500.00		\$ 500.00	
	Totes					\$ 55.00		\$ 55.00	
	Total					\$ 20,571.74	\$ 958.36	\$ 21,530.10	
Less: Expenditures									
	Grainger		2 Air Purifiers			\$ 1,660.00		\$ 1,660.00	
	Niskayuna Reformed Church		rent			\$ 375.00		\$ 375.00	
	Trevor Kahlbaugh		retainer and services			\$ 2,104.25	\$ 250.00	\$ 2,354.25	
	Andrew Burger		services rendered			\$ 2,520.00		\$ 2,520.00	
	Messiah Soloists & paid chorus					\$ 2,400.00		\$ 2,400.00	
	Messiah Orchestra, Concertmaster & Coordinator					\$ 3,951.00		\$ 3,951.00	
	2Shea Catering		deposit for fundraiser			\$ 250.00		\$ 250.00	
	Fat Cow		website			\$ 136.21		\$ 136.21	
	Spotlight Newspaper		Advertising			\$ 54.00		\$ 54.00	
	Community Media		Advertising			\$ 280.00		\$ 280.00	
	Paypal/ credit card fees					\$ 111.89	\$ 32.40	\$ 144.29	
	USPS		stamps			\$ 416.00		\$ 416.00	
	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			\$ 1,517.86		\$ 1,517.86	
	Amazon		music & bow ties			\$ (38.88)		\$ (38.88)	
	Schenectady Historical Soc		Festival of trees			\$ 25.00		\$ 25.00	
	Total					\$ 18,283.33	\$ 282.40	\$ 18,565.73	\$ 2,964.37
Bank Balances January 3, 2023									\$ 38,910.20
	Checking					\$ 38,063.61			
	Saving					\$ 846.59			
									\$ 38,910.20

Octavo Singers January 3, 2023									
				Actual Revenue/Expenses July 1, 2022-January 3, 2023					
				Messiah	Fundraiser	Brahms Spring Concert	Total	Budget July '22-June '23	Actual July'18-June '19
Ordinary Income/Expense									
Total Membership Dues				\$ 5,146.92		\$ 246.93	\$ 5,393.85	\$ 8,694	\$ 14,440.00
Concert ticket sales				\$ 11,395.00			\$ 11,395.00	\$ 24,800	\$ 32,902.97
Total Direct Public Grants				\$ 500.00			\$ 500.00	\$ 1,000	\$ 2,900.00
Direct Public Support				\$ 4,043.25		\$ 4,043.25	\$ 8,086.50	\$ 6,700	\$ 7,064.97
Fundraiser profit				\$ 27.00		\$ 28.00	\$ 55.00	\$ 3,050	\$ 3,010.00
Advertising Revenue				\$ 75.00		\$ 75.00	\$ 150.00	\$ 600	\$ 1,765.00
Other Income				\$ 94.88		\$ 94.87	\$ 189.75	\$ 300	\$ 682.29
Total Income				\$ 21,282.05	\$ -	\$ 4,488.05	\$ 25,770.10	\$ 45,144	\$ 62,765.23
Expenses									
Contract Labor									
Artistic Director/Conductor				\$ 2,520.00			\$ 2,520.00	\$ 5,920.00	\$ 7,238.75
Musician - Accompanist				\$ 2,040.12		\$ 314.13	\$ 2,354.25	\$ 4,022.88	\$ 4,530.00
Musicians - Orchestra				\$ 3,426.00			\$ 3,426.00	\$ 8,885.00	\$ 11,416.00
Musicians - Vocal Soloists				\$ 2,400.00			\$ 2,400.00	\$ 3,500.00	\$ 5,100.00
Orchestra Coordinator				\$ 525.00			\$ 525.00	\$ 775.00	\$ 1,050.00
fundraiser Entertainment								\$ 500.00	
fundraiser food					\$ 250.00		\$ 250.00	\$ 8,500.00	\$ 11,670.00
Advertising				\$ 1,289.00		\$ 20.00	\$ 1,309.00	\$ 2,900.00	\$ 2,161.95
Printing & Reproduction				\$ 1,517.86			\$ 1,517.86	\$ 2,550.00	\$ 2,823.18
Music							\$ -	\$ -	\$ 1,802.98
Rental				\$ 1,592.50		\$ 187.50	\$ 1,780.00	\$ 1,593.00	\$ 1,407.00
Insurance				\$ 507.50		\$ 507.50	\$ 1,015.00	\$ 1,015.00	\$ 1,015.00
Vocal scholarship							\$ -	\$ -	\$ 419.27
Other				\$ 1,419.58		\$ 984.05	\$ 2,403.62	\$ 3,000.00	\$ 2,484.74
Total Expenses				\$ 17,237.56	\$ 250.00	\$ 2,013.18	\$ 19,500.73	\$ 43,160.88	\$ 53,118.87
Net Income(loss)from operations				\$ 4,044.49	\$ (250.00)	\$ 2,474.88	\$ 6,269.37	\$ 1,983.12	\$ 9,646.36
Bank Balances June 30, 2022				\$ 35,945.83					
Income from operations				\$ 6,269.37					
total				\$ 42,215.20					
Bank Balances January 3, 2023				\$ 38,910.20					
Plus: BPT funds due				\$ 4,240.00					
Less: Advertising Expenses Due				\$ 935.00					
Total				\$ 42,215.20					

Miscellaneous Expenses								<u>total</u>	<u>Messiah</u>	<u>Fundraiser</u>	<u>Brahms</u>	<u>General</u>		
Festival of trees								\$ 25.00				\$ 25.00		
flowers								\$ 61.00	\$ 61.00					
Website								\$ 136.21				\$ 136.21		
postage								\$ 416.00	\$ 350.00			\$ 66.00		
paypal fees								\$ 144.29	\$ 24.53			\$ 119.76		
air purifiers								\$ 1,660.00				\$ 1,660.00		
Reimburse								\$ (38.88)				\$ (38.88)		
total								\$ 2,403.62	\$ 435.53	\$ -	\$ -	\$ 1,968.09		
												\$ 984.05	total by concert	
Summary of Ticket Sales														
								<u>Regular</u>	<u>Senior</u>	<u>Student</u>	<u>total</u>	<u>total dollars</u>		
Tickets sold by Chorus members								53	95	2	150	\$ 4,015		
Day of concert								18	102	2	122	\$ 3,140		
Total received to date												\$ 7,155		
Brown paper tickets to be received								28	131	5	164	\$ 4,240		
totals								99	328	9	436	\$ 11,395		