Management Team Meeting 3-14-22

In attendance: Wendy Pachter, Donna Doherty, Erin Blanchfield, Michele Bokun

1. Team Leaders
	1. Announcements to make on 3-15-22
		1. Membership announcements about who is on LOA (Louise, Esther and Jill) and also who has left the chorus for now (Eve)
		2. Masking policy
			1. The Knights of Columbus has lifted their masking requirement along with the town of Lexington. However, we would like to wait a few weeks more before we make mask optional on the risers
				1. We will eliminate one mask break and instead do one or two activities on the floor spread out and allow members to remove their masks at that time
				2. On the risers, since we are not very distanced, we will leave masks on and see if the numbers continue to fall for covid cases
			2. We are leaving in the vaccination requirement for the time being.
		3. Wendy would like the chorus to focus more on the risers and continue to reduce the urge to talk and for distractions. We are eliminating one of the two masks breaks to help increase focus
	2. Saengerfest Men’s Chorus collaboration on June 4th, 2022.
		1. It is pretty certain that the venue will be the First Baptist Church in Newton. **Wendy** needs to sign a contract with them and commit to the venue.
		2. Joyce recommends the chorus pitching in ~$10 to new spring themed scarves that we can wear for costume
	3. Contest – **Donna** will send out a poll on Tuesday 3/15. The questions will only be:
		1. Are you willing to commit to attend in person contest in Springfield
		2. Do you want to commit to making a video for contest

We discussed that contest in Springfield is currently scheduled for just Saturday May 21st, 2022. We need a minimum of 15 members to perform and it needs to be a balanced group of parts. It is expected that quartets will perform in the morning and choruses in the afternoon. We would most likely have rehearsal out in Springfield on Saturday morning during the quartet competition so singers would need to commit to being out in Springfield for the entire day.

* 1. Wendy will be singing and competing with Greater Nassau Chorus in Region 15 and so will not be available for some of Boston Skyline Chorus rehearsals. Lois will be covering on 3/22. **Wendy** has reached out to Jasmine at KofC to see if we can have alternate rehearsal dates on either Mondays or Wednesdays so that she can still run rehearsal.
	2. Guests – in the future, we might want to talk about offering an alternative type membership. This would be for those that might not be able to pass auditions, so instead, we would have them pay the chorus fees and allow them to work on their skills but ask them to step off the risers when we are working on competition or performance packages. We put a pin in this topic to discuss at a later time.
	3. Coaching
		1. This is a mandatory process for everyone to improve their skills and to have all parts available to improve our sound as a chorus.
		2. There are two members who have said they are not available for Di Porsch on 4/9 and one member who is leaving early. This makes it difficult to improve our sound when people are missing.
	4. Management Team – we need to discuss possible new installation of team members in April 2022. We would like to fill the following positions:
		1. Finance – Joyce would like to train someone new and ultimately step down
		2. Secretary – Erin would like to reduce responsibilities and pass off minutes, chorus emails and weekly attendance
		3. Team Leader – Donna and Wendy would like to have a new team leader or co-leaders

Michele will stay on as Membership. We discussed that it is important to include the chorus in this process and have a Nominating Committee to approach people privately or send letters that we would like to consider them to be part of the team. **Wendy** will ask Maureen and Kay if they would like to be the Nominating Committee. Janice has run the Nominating Committee in the past and may be good resource for the process.

1. Membership – Michele will be gone for the next two weeks at her daughter’s wedding. Janice and Moe will be filling in.
	1. Music Librarian –
		1. Janice has been taking the role of burning CD learning tracks for those that request.
		2. We need someone who can print music for guest folders or extra music available. This person should have a budget so they can get reimbursed for printing.
		3. Maybe we can keep the printed music / guest folders in bags that are hanging off of the risers in KofC so that they don’t have to be lugged back and forth.
2. Financial report – Joyce was unable to attend this meeting but she sent ahead the financial report. There is only one member that is more that two months past due and two members that are over a month late. Joyce’s efforts to send reminders to members has been very beneficial to keep all of our members in good standing.