**Management Team Meeting Minutes 4-21-2025**

Attendees: Michele Bokun, Lois Jensen, Marian McDermott, Susan Milliken, Laura Murray, Wendy Pachter, Mehala Vaidhyanathan Guests: Sam Gonzalez, Hazel Wodehouse

1. Secretary
	1. Prior MT Meeting notes – no updates
	2. Currently on LOA: Donna Doherty, Kay Martin (LOA started Feb 3)
	3. Resignations / LOA Requests – Tove Hellerud
	4. Correspondence:
		1. Region 1 Whole Note was distributed
		2. Nominate your favorite music educator was requested
		3. THRIVE (To Help Regions Increase Vibrant Engagement) is a pilot program which runs from May 1, 2025, to April 30, 2026, was advertised.
		4. MISSION RETENTION: April 2025: APRIL CHALLENGE: Host a chorus event not focused on singing - a tea party, a brunch, a movie night...get creative! ﻿
		5. The Pitch Pipe was distributed
		6. We received an email from SAI asking people to get in their applications to be on the Board of Directors 2026-2029
		7. SAI sent out a survey regarding their commitment to inclusion for those who have disabilities.
2. Membership Coordinator (Michele)
3. Google Drive demo (Sam Gonzalez) – Sam gave us a demo of how we can use Google Drive. Michele will send MT access instructions. Google account is needed to comment/update docs; docs can be viewed without Google account.
4. Member Spotlight – new initiative (no progress yet)
5. Prospective members update:
	1. The Music Team will decide what voice part Tanya Crowell will audition for.
	2. Another person (Judy) is interested in joining and will come to the next open rehearsal (May 20).
6. Membership growth opportunities – we have the postcards that Laura created. We need to bring those to our sing-outs. Laura will bring a bunch as well as some business cards to our upcoming performances. Michele will give Mehala information about a coffeehouse event at Hancock Church in Lexington. Need to know rules regarding singing in public.
7. Meetup – Michele will turn that over to Hazel (as new Membership Coordinator). Could use some more cleanup. Wendy will try creating a new profile to see if that clears up the issues she’s having.
8. Music (Wendy)
	1. Coaching updates/Wendy’s Calendar

2025

April 22 – Management Team Elections

April 27 –Newberry Court Senior Living performance

April 29 – Friends and Family Night

May 8 - 11th - Regional Contest

May 20 – Management Team Installation

May 26 – Arlington Memorial Day performance

June 21 – Wilson Farm performance

June 28 – Summer Palooza Vendor Fair and Yard Sale

July 22 – Wendy away

August 2-3 – Regional “ED-You (va)Cation and 4 Part Frenzy

September 7th (Sunday) - Vickie Maybury Coaching

Sept 26-28 – Colors of Harmony Weekend – Nikki Blackmer

Oct. 20-25 – International Convention (Columbus, OH)

December 13 – Holiday Palooza

2026

February 6-8 – Vickie Maybury**,** Retreat

March 2 or 9 – Kathleen Hansen coaching

May 7-10 – Regional Contest

October 26-31 – International Convention (Columbus, OH)

2027

February 26-28 – Vickie Maybury Retreat

April 29-May 2 – Regional Contest

Management Team Zoom Meetings 6:45pm

5/22/2025; second Thursdays going forward for 2025-2026 term

Upcoming Music Staff Meetings

5/15/2025, 6/26/2025

* 1. Miscellaneous items
		1. Wendy mentioned having voice coaching and rehearsal at Wendy’s house during the summer.
		2. Could organize an alumni event in hopes that they might rejoin BSC. Laura recommended we have that for our 65th anniversary.
		3. Wendy recommended we try not to have outside performances around contest month.
		4. Contest prep. Friday night rehearsal: Lois will announce that people should consider packing a dinner before rehearsal. Molly is coordinating Saturday night’s dinner. Peg will handle photo orders after contest.
	2. 2025-2026 Director and Members Contracts to be reviewed at next month’s MT meeting
1. Performance Coordinator (Mehala)
	1. Upcoming performances
		1. Newberry Court in Concord – April 27th
			1. Wendy needs to get in touch with Jill in Mehala’s absence.
		2. Town of Arlington Memorial Day – May 26th – singing at 9:00 am
		3. Sing at Wilson Farm – June 21st
			1. Mehala needs to speak with Janice. May be able to hand out flyers about Summer Palooza.
	2. Costume and Makeup updates
		1. The red sequin scarves and black top/pants would work well for the "love" theme of the concert. It will be the same costume as our last performance in January in Lexington.
		2. Joyce stocked up with 10 more lipsticks for contest and future gigs, so we won't run out unexpectedly.
		3. All the newbies (Christine, Risa, Linda) are all set with make-up and costumes for contest as well as for the April 27 concert.
		4. The makeup committee has asked a few new people to help do makeup checks and hair/eyelash help at contest. We'll announce the final team at rehearsal next week.
	3. Grants research – no updates
2. Marketing (Laura)
	1. Friends & Family
		1. Posters were distributed
		2. Posted on several social media platforms, including Facebook, Patch, Things To Do in NE
	2. Summer Palooza (SP)
		1. We only need 2-3 more vendors (currently we have 8 paid vendors so far). We will send out the black and white flyer.
		2. Laura will be posting the summer event on social media as soon as we have all our vendors.
		3. We will be selling hot dogs. Hot dog roller can also be rented out as a fundraiser.
		4. Laura will see if we can get a permit to put up signs for SP in Lexington.
		5. We need to let the chorus know to put items aside for the yard sale at SP
		6. Marketing will order a flag for SP
		7. Lois will announce a reminder to collect items for the Yard Sale
	3. Follow up potential Marketing targets – We will be making new signs for 2025 Holiday Palooza. Susan can ask her printer if he’d be willing to print them.
3. Financial Coordinator (Marian)
	1. Financial Report, Category Transaction, Uncleared Transactions. Total BSC funds available at Citizens Bank $15,461.21 checking, including BSC Checking at Citizens Bank: $1,578.09, less $615.87 uncleared transactions, and Money Market of $21,369.66, less Angel Fund of $1,863.67, less escrow (SAI per capita and regular assessment) $4,678.00, less escrow (Contest Dinner) of $329.00, plus a Venmo balance of $0. Members: 28; one member 1 month late.
	2. Update re: SAI Dues for Barbara Braxten (10-year SAI Dues expires 5/1/2025). She wants to renew and stay a BSC associate member. She will not be coming to our dinner in Springfield.
	3. No new donations
	4. Michele recommended that we raise our dues for BSC. Marian will review our financial picture and come up with a recommendation.
4. Team Coordinator Reports
	1. Chorus Activities
		1. Review Star Performer eligibility requirements going forward. Tabled until this summer.
		2. Gail will organize snacks related to the MT Installation theme on May 20, 2025.
		3. Membership Appreciation Night June 20, 2025. Lois asked for a list of teams/members to be acknowledged, and who is celebrating significant SAI anniversaries.
		4. We will not have refreshments at Friends and Family night.
		5. BSC – 65th Anniversary this year
	2. Facilities–
		1. Janice contacted Courtney about Friends & Family asking her to have the room set up for audience seating. Janice asked for 75 chairs.
		2. Janice also submitted the contract for Summer Palooza for Courtney’s signature. We will submit payment when we get closer. Standing Committees
	3. Nominating – (Committee: Ruth, Ginny, Ellie)
		* 1. Financial, Marketing, and Membership Coordinators are up for election
			2. Dates: BSC Management Team Election (April 22) and Installation (May 20)
		1. Standing Rules / Bylaws – (Chair: Christine) – no activity yet
	4. Website Team updates:
		1. Jenny continues acquainting herself with support tasks
	5. Fundraising activities
		1. Sell sound system update (Laura). She will look at this in the summer.
		2. Yard sale next summer update -Will start looking into this after contest, including outdoor venues.
	6. Reminder to check BSC Website Communications emails. Marketing received an email from Event Vista (based in Nebraska) about automatically submitting Boston Skyline Chorus's events to local community event calendars. We’ve received this advertisement before. There is a cost involved so we will not be pursuing this.
	7. SAI Challenges found at https://sweetadelines.com/mission-retention
		1. Apr – Beyond the Risers: Come for the singing, stay for the friendship! (non-singing chorus event) – we’ll send in a photo of BSC members at dinner after April 27 Newberry Court performance
		2. May – Survey Says (exit survey of former members)
		3. Jun – You’re a Shining Star (member award night)
		4. Jul – Celebrate Good Times – Come On (celebrate SAI’s 80th anniversary)
5. Next Meeting: Thursday, May 22, 2025 (with current and new term members) Future Zoom Meetings (Second Thursdays each Month) Jun 12, Jul 10, Aug 14, Sep 11, Oct 9, Nov 13, Dec 11, Jan 8, Feb 12, Mar 12, Apr 9, May 14