

Federal Way Chorale Board Meeting Minutes for April 12, 2007

Attendees: Jeanette Borchers, Jim Burbidge, Karen Burd, Ann Hardwicke, Carolyn Perrone, Pat Poyneer, Phil Wamba, Dot Weissman

Secretary's Report- Phil Wamba: The minutes for the March meeting were approved as read.

Treasurer's Report- Jim Burbidge for Karen Brugato:
The treasury stands at \$17,483.61.
The final orchestra performer for Birth of Christ has confirmed receipt of payment.

Director's Report

Laird was contacted by Stewart Kershaw, the Auburn Symphony Director, about a possible joint Spring 2008 performance of the Symphony and Chorale.

COMMITTEE REPORTS

Publicity- Phil Wamba: The flyers and posters have been designed, printed, and distributed to the Chorale.

Nominating- Carolyn has about 4 to 6 more candidate possibilities in order to provide a full slate of candidates for the annual meeting.

Performance Chair- Jim Burbidge and Ann Hardwicke met with Mary Jean McDonald, and she has agreed to take this paid position. In addition to the duties outlined in the job description prepared by Ann Hardwicke, Mary Jean was also asked to oversee the production of the program including the sale of advertising space. It is not intended that Mary Jean do all the work necessary to create the program and sell ads. Her job is to make sure that the process is running smoothly and is on schedule. The people who will be working on the program and advertising sales need to be aware that Mary Jean will be checking in with them.

Scholarship- Ann stated that there appears to be a disconnect between the identified school administrations and their music departments. The board discussed ways to resolve the issue, and it was suggested that the board include private music teachers when sending out the scholarship packets.

OLD BUSINESS

Goals and Objectives- After discussion, the board agreed that the long range planning workshop should be scheduled after the June performances.

Director Search- Carolyn Perrone: Carolyn is looking for additional help for this ad-hoc committee, and will seek support from the Chorale membership. University, and local music stores such as Ted Brown/Peppers.

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NEW BUSINESS

SPRING CONCERT

Concert Tickets- Dot Weissman: The tickets are in process. Elizabeth Brown will do the design, and Dot will oversee the printing and distribution to the Chorale membership.

The board agreed that tickets should be good for either performance, but the Adult tickets should be distinguished by color and price from the Student/Senior tickets. The board agreed that 400 tickets of each type be printed; and the tickets should be available to the Chorale at the April 30th rehearsal.

Performance Signage- the board agreed to develop approximately 20 yard signs to be placed at strategic Federal Way locations on or about May 15th. The board also discussed placing flyers in local hotels. It was suggested that St. Luke's reader board be considered for publicizing the June performance; Jim Burbidge or Mary Jean McDonald will follow up.

Concert Program- Elizabeth Brown is designing the program (artwork and layout).

Dot Weissman will oversee written content (with help):

Director's remarks (Laird Thornton), Chorale performance history (?), Guest artist information (Phil Wilkenson (?)) will provide for Ilka Talvi, the violin soloist), Advertisements (Pat Day).

Elizabeth Brown, will define the deadline for receiving advertising and any other information to be included in the program.

Bulk Mailing- Karen Brugato has the mailing list. The board agreed to use the professional bulk mailing service again.

Audience Survey- Phil Wamba: Phil presented a draft survey that he, Bob Dockstader, and Karen Brugato developed. After review and discussion, a single page-two sided survey was agreed upon by the board.

OTHER BUSINESS

December Performance- The board also agreed to plan for a December performance and have information included in the June program if possible.

Membership Survey- After discussing the audience survey the board discussed the need for a Chorale member survey in support of our long range plans. The board agreed such a survey should be developed and given to the membership after the June performances.

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Associated Administrator for mailing list- The Chorale Board president provides oversight for any information to be put out to the Chorale membership e-mail distribution list. Phil Wamba agreed to be back up for Jim Burbidge.

Next Meeting: Saturday May 12th; Location TBD

Respectfully submitted,

[Phil Wamba](#)