

Suncoast Phoenix Community Choir
Annual General Meeting
June 23, 2019

Held at Roberts Creek Cohousing Common House
3131 Emery Rd., Roberts Creek

Meeting called to order at 12:20 pm, Rachel Manley in the chair.

Members Present: (Note: * denotes Board member; # denotes section leader) Rebecca Allain, *#Stu Austen, Irene Bremer, #Sylvain Brochu, Barbara Brown, Terence Budgell, Adeline Bueckert, William Burr, Hannah Damtoft, #Susan Ferguson, Sarnia Guiton, Grant Heppner, *Judy Hopkinson, Beth Jones, *Rachel Manley, *Jane Mossop, Rod Olafson, Sheila Pope, Alan Reid, Tony Seguss, Lisette Sekaren, Michele Stobie, Rozanne Thomson, Marje Umezuki, *Nancy Webber, Sara Douglas (Music Director), Tom Kellough (Piano Collaborator)

- 1) Quorum was declared, with 25 members present.
- 2) Agenda adopted unanimously. (Moved: Alan Reid; seconded: Rod Olafson)
- 3) Minutes of June 10, 2018 AGM: amended to include Rachel Manley's name on Board of Directors. Adopted unanimously as amended. (Moved: Rod Olafson; seconded: Tony Seguss)
- 4) Questions arising from 2018 minutes:
 - a) Librarian's report (item 3c): What was the decision regarding sharing our music inventory with the BCCF virtual library for other choirs to borrow? Response: No action was taken; we are cognizant of the importance of supporting composers by purchasing copies of their music when possible.
 - b) Publicity report (item 3d): Was the article mentioned (the one written by Janet about the choir, for local papers) updated and resubmitted? Response: No, to avoid being repetitive in our publicity.
 - c) New Business (item 4a): Was the Chorister's Handbook made available as planned? Response: Paper copies were available to new members in September, but not in January.
- 5) Reports from Board of Directors
 - a) **Treasurer:** (Stu) Printed financial report was available, reviewed by Stu (appended to these minutes). Points raised:
 - Report includes a proposal to increase membership fees to \$220 per year, to be divided equally between fall and spring sessions. This proposal, its context and its implications for length of sessions will be discussed and voted on under New Business.
 - Budget includes an honorarium for the tenor section leader but not for other section leaders. Why? Response: tenor section has had more need for active musical support and leadership; other sections have informal leaders for communication with the Board and Sara, and for calling / organizing sectional

practices as needed. Some members are unaware of who their section leader is, so here they are -- Section leaders: *Soprano*: Kathy Morant; *Alto*: Susan Ferguson; *Tenor*: Sylvain Brochu; *Bass*: Stu Austen.

- Is there a process in place if a member is having difficulty paying their fees? Response: Yes, this is outlined in Chorister's Handbook; basically a member in financial hardship can speak in confidence to their section leader or any Board member to request that fees be reduced or waived.
- **Motion to accept report:** Moved: Rebecca Allain; seconded: Allan Reid; carried unanimously.

b) Music Director: (Sara) (report appended below) Points raised:

- Suggestion of earlier start time for concerts; brief discussion, no change.
- Suggestion of earlier June date for solos concert; Sara prefers to keep it late in June, after end of school year.
- Suggestion to have practices for solos concert in different venues.
- Sara expressed appreciation to Board of Directors, Tom, and all members for their work and dedication.

c) Librarian: (Judy) Jean has continued to be very active in assisting Judy. Our music inventory is now all on line (thank you Jean!); team is still sorting and filing copies of music. All music must be returned, with markings erased (**no pen markings, no highlighter, no 3-hole punch.**)

d) Publicity: (Sheila absent; no formal report.) Discussion and suggestions:

- concert publicity is placed in every venue Sheila and the rest of the Board can think of. Sara posts on choir Facebook page. Could we add a video?
- Suggestion that we could get interested audience members to sign up to receive publicity emails. (This idea was partly triggered by the fact that Sue Milne had a huge list of musical contacts for publicity, but we were not able to access that list after she passed away.)
- Susan Ferguson volunteers to organize a sign-up sheet for this purpose to have at the door at concerts.

e) Membership and Website: (Liz absent, reports read; appended below) Brief discussion and general agreement on the importance of asking members to make a real commitment at the beginning of each season.

f) Concert Coordinator: (Nancy) We were all disappointed that Nancy's report was spoken this year, not sung! (See minutes of 2018 AGM if you're curious.) We performed 9 times this year: 4 times at St Hilda's, 3 times at Calvary Baptist, once at the Legion (Pat Catherwood's memorial), and once at Pebbles. All went smoothly (risers, food, participation, etc.)

g) President: (Rachel) (Report appended to minutes.)

6) New Business

- a) New schedule: As mentioned in the President's report, your Board of Directors have designed a new schedule for the 2019 – 2020 year: The Fall and Spring sessions will be of approximately equal length: September to Christmas; January to May. The spring concert will be held in early May (probably May 9 & 10); the time from then until the solos concert at the end of June will be available for other kinds of learning (possibly music reading sessions, work for the solos

concert, etc.) The question of whether there should be extra fees charged for that time will be decided by the Board.

- b) Attendance: At some points in this last year, Sara and the Board had concerns about a lack of attendance at rehearsals. Discussion and conclusions:
- Rehearsals are critical for learning not just notes but everything else about the music.
 - Sara needs to be able to predict attendance so she can pay attention to balance and sound, especially when nearing concert time.
 - Members present agreed that it would be helpful to put more emphasis on the need for members to:
 - sign in at rehearsals;
 - read the Chorister's Handbook (available on choir website, and will be included with music packages at beginning of new term);
 - let Sara know if missing a practice;
 - put concert dates into personal calendars as soon as available;
 - consult with Sara about singing in the concert if they have to miss more than 3 rehearsals in a term (as outlined in the Chorister's Handbook).
- c) Fundraising: As outlined in President's report, we will hold a fundraising Beer 'n' Burger night, including a silent auction, on Oct. 1 at the Lighthouse Pub in Sechelt. Members are encouraged to think about how they can help and what they can contribute to the auction: things or services you can donate or persuade others to donate.
- d) **Motion:** That membership fees be raised as outlined in Treasurer's report: \$220 for the year. Moved: Stu, Seconded: Allan. Carried unanimously.
- e) **Motion:** That fees should be divided equally between fall and spring terms i.e. \$110 each term (September and January) Moved: Stu; Seconded: Michelle. Carried unanimously.
- f) Election of new Board of Directors: all current Board members are required to resign at the end of the year; all are willing to stand again for election to new Board; no other nominations are received. Therefore elected by acclamation:
- President: Rachel Manley
 - Vice President: Jane Mossop
 - Secretary: Mary Baker (in absentia)
 - Treasurer: Stu Austen
 - Membership Rep and Website Maintenance: Liz Byrne (in absentia)
 - Publicity: Sheila Tyner (in absentia)
 - Concert Coordinator: Nancy Webber
 - Librarian: Judy Hopkinson
 - Note: Sara attends Board meetings but is not a member of the Board.
- g) Final notes:
- Tony, who was new to the Coast this year, expressed appreciation to the choir for friendship and community.
- All present expressed their appreciation to Sara for her communication, energy, support and dedication to the choir.

h) Motion to adjourn: Moved: Rebecca; seconded: several. AGM adjourned approximately 1:30 pm; hungry members then enjoyed a delicious pot luck lunch.

Appended reports follow: Treasurer, Music Director, Membership, Website, President.

SCP Financial Report AGM 23jun2019	Yr to date	Budget 18-19	Budget 19-20
Income			
Dues	10400.00	10500.00	9900.00
Concert receipts	4770.00	5000.00	6000.00
Donations + fund-raising + BCCF Raffle	2840.00	4000.00	5120.00
Music member purchase/Special event members	2.50	0.00	480.00
Retreat+clinic+Tshirts+misc	425.00	1000.00	600.00
Total Income	18437.50	20500.00	22100.00
Expenses			
Professional fees: Director	5600.00	5600.00	5600.00
Professional fees: Piano collaborator	5600.00	5600.00	5600.00
Prof sub/section leader	2250.00	2000.00	2200.00
Rehearsal Venues	1704.38	1800.00	1880.00
Concert venues	1117.00	1000.00	1600.00
Concert ex's: Risers+publicity+posters+programs+food	1386.59	1000.00	1200.00
Concert: Musicians & Soloists	0.00	200.00	800.00
Gifts+	86.00	200.00	100.00
Music: purchase+copies+borrow	1567.58	1250.00	1500.00
Website	116.13	0.00	0.00
Insurance	750.00	625.00	750.00
Fees SOCAN+SCFPA+BCCF	179.25	175.00	180.00
BC societies annual report fee	40.00	50.00	40.00
Retreat+clinic+bank	339.03	500.00	350.00
Unforeseen+Misc. Other	290.93	500.00	300.00
Total Expenses	21026.89	20500.00	22100.00
Excess Income over Expenses	2589.39	0.00	0.00
current balance	8324.39		
Bank balance as of 04July2018 year end	10913.78		

Bottom line shows a loss of \$2589.39 resulting mostly from one fundraising event not happening and an increase in professional subs, concert expenses, music purchases and insurance. Fortunately, we have a good balance on hand at the bank. We also have a fund raising event planned for September which should address a large part of this deficit.

Motion: To increase membership fees to \$220/year, to be collected as two equal payments of \$110 in September and February.

Respectfully submitted, Stu Austen, Treasurer.

Great seasons! This choir is such a wonderful community of singers.

Retreat in September

well attended, good fellowship and learning
most successful when all choir members can take part

Remembrance Day Faure Requiem

extremely successful in terms of performance, audience and donations

Christmas concerts

very well attended
too long in time
addition of the PHSS choir was very good, although more challenging for me

January Voicing sessions

very successful for those who came, but are only useful if everyone comes

Festival with Dr. Adam Con

There were positives- working with Dr Con, and negatives- no rehearsal/warm up place, awkward to have it on a rehearsal night so it had been a week since we had sung.

June concerts with Pender Harbour

Lovely concerts that were well sung!

Attendance- please put concert dates on your calendar and plan to be there.

Also, let Sara know, in advance whenever possible, about when you will miss choir.

Plans for next year:

Choir starts on Sept. 5

September retreat Sept 21

September vocal workshop with Sarona Mynhardt Sept. 14

- If you can only attend one of retreat or workshop, please choose the retreat

Beer and Burger night October 1

Remembrance Day, November 11 at 3 pm at St. Hilda's, Mozart Requiem

Christmas Dec. 13, 14, Botanical on 16

-planning on asking Pender to do one concert, Elphi do the other

January retreat of some kind

Spring Concerts on May 9 and 10

After May concerts, opportunity for some to work on a piece for solos- perhaps set up for Remembrance 2020

Attendance- please put concert dates on your calendar and plan to be there. Also, let Sara know in advance, whenever possible, about when you will miss choir. The policy is that you may only miss 2 rehearsals per session in order to sing in the concert, unless you have checked with me.

Communication is very important.

Learn your music- use the recordings, check out other recordings on youtube, ask Sara for help, attend sectionals.

Getting audiences out to our concerts. Suggestions from the choir?

Copies of the Mozart Requiem are available from Sara for \$15, or you may borrow.

Soloists for Mozart- will be semi-pros or pros.

Attendance requirements- there will be a minimum attendance requirement in order to perform in our concerts. Any one missing more than 3 rehearsals per session must check with Sara for the go ahead to sing in a concert.

We will be welcoming new members into our choir in all sections in the fall. Previous choral experience and sight reading ability are an asset, but not required.

Have a happy summer, all!
hugs,

Sara Douglas
Music Director
Suncoast Phoenix Choir

3) Membership report – Liz Byrne

In the fall term, we had 55 registered members, a few of whom participated only in the Faure Requiem. In spring we had 48 members. There was a decline in membership but the board agreed that it was not too concerning for a few reasons. It's understandable that membership will fluctuate, particularly as there are many options for activities on the coast. Members will skip a term when they have family obligations, changes in health, travel plans, or want to take part in a different activity on rehearsal night. Also, when the choir was at its largest, we were growing out of our rehearsal space. Most importantly, Sara believes that our sound has not suffered as a result of having slightly fewer members and it has not adversely affected the budget. One thing that has been an ongoing challenge is inconsistent attendance. In the upcoming term, we will include a copy of the Choristers Handbook in the music package.

4) Website report – Liz Byrne

Over both terms, I've kept the information current. When Sara provides practice tracks, they are added to the website in the Members area. New pictures have just been added to the website so please take a look. If you have a photo to share, email it to Liz. As always, please let me know if there are errors or omissions.

Thank you to the board members and Sara! You are a hard-working and fun-loving group to work with.

5) President's report – Rachel Manley

Past, Present and Future

Past: What a fabulous year! We started our year off at our annual retreat at the Botanical Gardens. Great food, fellowship and lots of music to learn and sing. From there we pushed ourselves to learn the Faure Requiem for our fundraising concert for St Hilda's on Remembrance Day. We knocked it out of the park! We had a full house, with people lined up out the door, and our wonderful food committee made sure we had the perfect balance of sweet and savoury treats.

We didn't have a fundraiser this year (except for the annual BCCF raffle) as we decided to do a burger and beer night at the Lighthouse Pub, and couldn't get in until the Fall (Oct. 1) As a reminder, **we always need ideas and volunteers for our fundraisers**. Please feel free to share your ideas or if you are willing to help talk to any of your fabulous board members. The Sunshine Coast music festival was an incredible learning experience for us all. Dr. Adam Con was such a pleasure for us and all of the other choirs! He helped us see where our shortfalls were and taught us how to overcome them.

Present: My first year as President was a bit of a learning curve. Thank you for your patience as I learned my role. Our spring concert was a bit of a concern to some members in terms of the music. The music we learn isn't easy and it takes a lot of practice. But I am so proud of the way our choir family pushes and practices. The concert was well loved by the audience and your dedication really shone through.

Tom continues to be a fantastic asset to our choir! Thank you Tom – you truly are a shining star and one heck of a musician.

Future: We are looking at shortening our spring term. We realize that many people like to take holidays and as we get into June, many of us want to enjoy the nice weather. We want

all of you to know that we don't want anyone to burn out and are here for you if you need anything.

Please consider helping this year, with fundraising, carpooling, reading your membership booklets, finding others to join our choir. We are trying new things this year so feel free to share your ideas, comments and concerns with us. Thank you all for your participation and cheers to all for a great new year full of singing and community. And I wish everyone the best of luck at the Solos Concert.