

Suncoast Community Choir Board Minutes

5:30 June 26, 2025

On Zoom

Present: Rachel Manley (chair), Nancy Webber, Susan Blockberger, Catherine Hanson, Sheila Tyner, Jane Mossop, Sonia Koehler, Lise Kreps

Regrets: Sara Douglas

Call to Order: 5:34 pm

1. **Adoption of Minutes:** Moved by Sonia, seconded by Jane to adopt the minutes as pre-circulated. CARRIED
2. **Business arising:**
 - a. AGM– Rachel outlined her plans for the AGM and requested suggestions for additions. Susan suggested that the financial information be pre-circulated to all members along with the AGM agenda. Rachel requested that all board members should be prepared to report briefly their position and contributions to the board at the AGM.
 - b. Call for new board members: In response to Rachel’s announcement at choir asking for members interested in joining the board, Serena Trinder has expressed an interest. Board members received this news positively.
 - c. Chorister’s Handbook revisions – Jane pre-circulated draft revisions to the Chorister’s Handbook. All expressed agreement with the revisions that she made, most of which had been discussed in previous board meetings. Lise reminded Jane to also include that Zoom rehearsal counts as Attendance, but should only be used if you feel unwell or unsafe to drive, and asked that she bold the part that you must check yourself on the attendance sheet and if you miss enough rehearsals you need Sara’s permission to sing in the concert. Sonia asked that we include the following: “At the end of each term, Choir members are responsible for returning their music in envelopes that have their name written at the top. Choir members are requested to erase all pencil markings from the music scores and arrange the scores alphabetically. This helps to reduce the workload on the choir’s volunteer filing team.” Susan suggested that we include information about the Chamber Choir – what it is, how you join, when it meets and additional fees. Jane will make the changes, and run the revisions by Sara for her input and approval. Once fees for next year are set (probably at the August board meeting) the revised Chorister’s Handbook will be posted on the website and possibly also circulated to members by email.
3. **Reports:**

- a. Treasurer – report pre-circulated. No questions raised. Catherine noted that we have ended our season about \$10,000 in the black. This is slightly less than our balance at the end of last year at this time. She asked the board to think about how much of a cushion we want to have at the end of each year. Catherine will prepare a proposed budget for the 2025-26 season and present it for discussion at the August board meeting.
- b. Music Director – no report
- c. Librarian – Sonia reminded everyone to erase the marks on their music and to bring it to the AGM. The music library will be culled this summer, and Sara will decide what we keep and what we remove. Once this has happened a catalogue of our music will be prepared, and we will try to identify others who might want the culled music. Lise offered to assist with music culling and filing.
- d. Publicity – no report
- e. Concert coordinator – no report.
- f. Membership – Lise described the current method of tracking attendance and some of the challenges that this entails.
- g. President – no report

4. New Business/Miscellaneous

- a. Website: Brief discussion about website. Rachel gave some history. Lise offered to take over website next year. Lise would prefer to give membership up, but could do both membership and website management if necessary. To be discussed at the August meeting.
- b. August board meeting – Rachel reminded board members that we usually have a board meeting at the end of August and that we had previously agreed to make this an extended meeting to give time to discuss future directions and priorities for the choir. We will ask Sara to set the date, time and place for this meeting. Lise noted that she will be away at the end of August.

- 5. Adjournment – Moved by Sonia, seconded by Susan that the meeting be adjourned.
Adjourned at 6:06 pm

6. Upcoming dates:

AGM and solo's concert – Saturday June 28th, 7 p.m. at St. John's United.

Slovenian Choir concert – Monday June 30th, 1 p.m. at St. John's United.

AUGUST BOARD MEETING – DATE, TIME, AND LOCATION TO BE DETERMINED BY SARA.