

GRSA Executive Board Meeting
April 12, 2017

Present: Dale Lauritzen, Pam Moore, Patty Sandoz, Alice Trindle and Keith Van Vickie

Not Present: Cheryl Hudson

President Patty opened the meeting at 3:05 pm. The minutes of the March 7 Board Meeting were approved as written (Pam/Keith).

Patty passed out the sign-up sheet for the upcoming Chamber Concert for review and additions. Anna will be providing some refreshments also. Cheryl is taking care of the chairs. A sign-up sheet for the May 6 Chamber Concert was also passed around. There is no need for extra chairs at Lanetta's as she has plenty. They will need to be set up.

Arts East will be hosting 'Arts for All' again this coming Friday and Saturday. We are committed to providing the petting zoo for Saturday only. So far Patty, Cheryl and Pam are the only volunteers who have signed up.

Patty reported on the recent Brahms Requiem concerts. Reports are very positive. A tentative financial breakdown of our costs was passed out on the back of the regular concert report. The bus company has not yet billed us so Alice will contact them to check on this. Patty and Pam met with Mika Morton from Arts East to clarify some financial issues. The question was asked as to what the \$45 registration fee each community choir member pays at the beginning of each term is used for since the GRSA paid for all the music. This fee goes towards paying Michael Fraser and Lanetta Paul plus any purchased music. Mika agreed to contribute towards the music cost and possibly some of the transportation costs incurred but we have no figures yet.

The awaited check from US Bank for \$1,000 was received yesterday. This will go to offset the cost of the Brahms concerts.

Patty passed around a letter from Lanetta Paul congratulating the GRSA on all the work they do. It was suggested that our grant writers be informed of the great success of the concert. Discussion ensued regarding the benefits of broadening our horizons in the future and including other groups such as choirs and other orchestras. This will increase our visibility, support, and interest as the level of professionalism is raised.

The master DVD is ready. Alice will include an announcement in the newsletter regarding ordering DVD's for \$12 each to be sent directly to the purchaser. Patty will solicit payments from the orchestra members who signed up for DVD's. Pam will work with Michael Frasier and Mika Morton to contact the community choir members.

More stationary is needed. After much discussion, a motion to approve the purchase of 2 reams of letterhead plus 1 ream of plain bond paper was passed (Dale/Alice). We have plenty of envelopes. This will be charged to 'Office Supplies'.

Patty reported that we received an e-mail from the Cultural Trust informing us that part of the conditions of our 2017 grant is to include their logo on our website. Patty will notify Aaron about including all the logos from our grant donors on the website in future.

The nominating committee will include Keith, Alice and Patty and anyone else who may have signed up on the original sign-up sheet. Names need to be submitted by the May meeting.

Patty reported that the tub of programs that was missing from November 2016 through March 2017 has been returned to our storage unit.

Patty reported that response letters were sent out to all the donors who were previously contacted by Dale and Lorna, correcting the inaccuracies in the form letters Dale gave the Board at the February 2017 meeting. The response letter also clarified and detailed how the monies have been structured into three “silos” while still honoring the intent of the donors. The response letter also detailed the consultations and advice of professionals sought by GRSA Board prior to making the decision to restructure the monies into three “silos.” The letter concluded by requesting that they clarify their intentions regarding their donations to the GRSA. Each letter gave a deadline for response if they would like to change the designation of their donations. There were no responses so all donations remain as designated.

Keith announced that according to Lorna Spain, Donna Groth, widow of Bob Groth, has donated an expensive bassoon to the GRSA. This instrument has been stored in the instrument locker at EOU and has never been included in our inventory. He asked that some recognition should be made for this donation. Since we have no idea where Donna Groth lives or if she is still alive, nor do we have any written documentation regarding this instrument, Alice suggested we pursue getting something in writing from Donna before taking action. Keith and Dale will research this further. Patty and Hayley will look at the instrument tonight. For the record the Serial # is 9119.

Keith passed out the March 31, 2017 financial report and the preliminary budget draft which was reviewed line item by line item. He explained that the surplus amount shown at the end of each year is added to the beginning of the new budget each year since we cannot generate what we need. Since this was a substantial amount this year due to the successful grant writing, it was agreed that \$20,000 will be carried forward to balance the budget and the remaining \$15,000 invested into the Reserve Operating Fund. No changes were made to the Income section. In future donations written on checks from corporations should be recorded as ‘corporate donations’ rather than posted as individual donations. On the Expense side, the following changes were made:

- The title of E-2-1 will be changed to ‘GRSO Music Library and Rental’ after discussion regarding the need to purchase or rent music.
- Under E-3-6 (Software – placeholder for future budget) it was decided to add \$200 to start building up this category.

Keith raised the possible need to buy our own laptop. Patty feels we need to purchase necessary software as needed rather than purchasing our own computer since most people prefer to use their own computers.

Line item E-4-8 (Executive Director – placeholder for future budget) will be left in. It was agreed that future presidents may not be able or willing to do what Patty has done during her term of presidency, we should plan for the future. Collaboration with other groups such as Arts East was discussed. Patty will consult with Sarah Miller regarding including this item in her grant-writing.

Patty will draw up a final Budget Draft for presentation at the May meeting. She also suggested using italics for “in/out” or “non-stressor” items for clarification.

Patty passed out the recent draft of Bylaw changes. The following further changes were made:

- Article VIII 1-a: ‘Committee **members**’ was changed to ‘Committee **Chairpersons**’
- Article IX 2-c: ‘The management of the investments shall be guided by the Board of Directors and a **standing** committee (rather than an ‘**ad hoc**’ committee.)

Patty adjourned the meeting at 5:00 pm

Respectfully submitted:

Pam Moore

Director’s Name	Term of Service	Director’s Name	Term of Service
Boudreaux, Aaron	11/16 to 10/19	Martell, Amber	7/15 to 6/18
Campbell, Karen	7/16 to 6/19	Moore, Pam	7/15 to 6/18
Cavinato, Anna	7/15 to 6/18	Sandoz, Patty	7/15 to 6/18
Cowan, Janice	10/16 to 10/19	Swann, Roxanna	2/10 to 6/17
Hudson, Cheryl	7/16 to 6/19	Thimmes, Kathy	11/15 to 10/18
Koza, Mary	7/16 to 6/19	Trindle, Alice	7/15 to 6/18
Lauritzen, Dale	7/15 to 6/18	Van Vickle, Keith	7/15 to 6/18