



Meeting Minutes 2.6.2017

February 6, 2017, Patuxent High School

1. *In attendance: Julia Nichols, Susan Bisson Lambert, David Kung, Peter Wilson, Jennifer Cooper, Lisa Reid Ragen, Julien Benichou*

Missing: Brian Oakey, Elizabeth Price, Laura Landreth

1. Call To Order 6:25 pm

Minutes (November 6, 2016 meeting) – with minor corrections approved.

2. Financial Report (Julia for Liz): Current Balance - \$10,367.

A. Going in: Total \$20,263.

Includes:

- Donations
- Tuition
- Performance Attire rental
- concert proceeds
- concert recognitions
- 50/50 raffle
- bake sale
- Amazon Smile
- CP dividend

Going out: \$16,722

Includes:

- Staff Pay
- Location fees
- Accompaniment
- Music
- Performance Attire Purchase
- Insurance
- Helpers at Winter Concert
- Printing

B. Specific budget items/issues:

- Some tuition still unpaid

- Staff Tax forms out and SMYOC taxes were submitted.

At 6:35, David Kung and Julien Benichou departed the meeting. The following are notes of the discussion with the remaining attendees, although without a quorum present:

1. Discussion of practice sites and payments for present sites. Because CCPS is charging more than anticipated, considering moving more practices to the Asbury space.
2. Executive Director Report (SBL):
 - A. Total students participating in SMYOC: 96, of whom, 94 are paying tuition
 - B. Orchestra – Lost 4 members from the Fall season, while gaining 3 others. In addition, there are 2 auditions pending. The PSO has gained 2 members.
 - C. Choirs: The core of the St. Mary’s Choir is steady and the Calvert Choir, while losing two, has several auditions pending.
 - D. The Ambassador Program will add 2 chamber ensembles.
 - E. Personnel change – Jennifer Cooper will become the Director of the Ambassador Program and Special Performances.
 - G. Upcoming concerts: Gala on June 4; venue discussions and potential guest performers discussed. Leonardtown Wharf on June 16.
 - H. Extra performances being explored.
 - I. Recruitment efforts were discussed, including an upcoming visit to the Calverton School.
 - J. Discussed need for a volunteer coordinator and another choir manager.
3. Gala discussions including format, music, fundraising efforts, potential guest performers and food.
4. Discussion Topic
Insurance matters – whether our volunteers are covered by the organization’s insurance.
5. Committee discussion about moving the website committee to become the Executive Director’s responsibility.

7:30 pm meeting adjourned.

Next meetings:

May 7

June – Board family social

August – Artistic Staff Meeting