

Vision Committee			
Date: June 16, 2018		Time: 10:00 a.m.	Location: Jan's house
Attendees	Jan Aikins, Cath Hughes, Marie Keeler, Sue Heath, Stephanie McMurren, Marianne Derow, Karen Flynn		
Regrets	Mary Lou Ruttan, Beth Allen		
Check In & Adoption of Minutes			
Discussion	Approval of Minutes of meeting of May 1, 2018		
Motion to approve by Steph, seconded by Cath. All in favour.			Passed
Check In and Adoption of Minutes			
Discussion	Reflections on passed year.		
Like the direction the choir is going, the audience seemed to like the change. More people seemed to be off page sooner, and were better prepared. Earlier extra days may be a good idea, in case of inclement weather affecting the rehearsals. Marianne Derow keeping expectations high forced us to be on top of our game. Appreciate that Marianne has her idea for the show, and has the framework in place right at the beginning.			
Action Items		Person Responsible	Deadline
1. N/A			
Bravado! For All Seasons – Loose Ends			
Discussion	Season's Centre		
Collection was \$500. We need to get a cheque made out.			
Action Items		Person Responsible	Deadline
1. Make out cheque.		Stephanie McMurren	ASAP
2. Deliver cheque.		Sue Heath	ASAP
Discussion	Georgian Bill		
616 tickets distributed. Fees from Georgian totaled \$366. Steph has questioned extra charges - one was overtime, and one security. Steph will ask for a breakdown of the overtime.			
Action Items		Person Responsible	Deadline
1. Steph to contact Georgian for clarification.		Stephanie McMurren	ASAP
Discussion	Socan		
Socan has been paid.			
Discussion	Tear down Matrix review		
Was an improvement, but still needs work. People need to understand that they need to carry on working after their task is finished.			
Drop off needs to be rotated, may need to assign. Marianne will give her key to Brian. Other keys are with Sue, Cath, and Jan.			
Jan will make a card for keyholders with the passcodes.			
Action Items		Person Responsible	Deadline
1. Make info card for cardholders.		Jan Aikins	Next Season
Discussion	Reviewed stage management		
Reviewed stage management arrangements. Felt that Jen did a good job. The feeling was that the ASMs could be better prepared, maybe come to more rehearsals, get to know the flow of the show. We need to clarify our expectations, and work with Jen to achieve this.			
Talk of possible honorarium, will be discussed next season. Need to make sure that Beth is on lights both nights. Maybe think about moving the band to makeshift pits at the front.			
Action Items		Person Responsible	Deadline
1. Jan Aikins and Marianne Derow to speak with Jen Burns.		Jan Aikins	Early next season
Discussion	Video feedback		
Sound was not good for Singing in the Rain. Choir mics seemed to drop out, otherwise good. Generally positive reviews. Quality was better than previous years. Edits were not great. Maybe use Brian Backland next time.			
Action Items		Person Responsible	Deadline

1. Decide on videographer for winter show.		Vision	Next season
General Administration/ Financial			
Discussion		Financials	
Total profit for the year was \$5,376.57 Large profit for Christmas show, and large loss for Spring show. Members in arrears re tickets sales – Steph will follow up, as we need to close the books in June. If no response, then Jan Aikins will follow up.			
We will now go to Frank to complete year end financials. Work on budget for next year.			
Development officer / Fundraising – Marianne met with people to discuss ideas. Website called 'Canada Helps', which has advice and ideas. We could create a profile on this site. Marianne will look into it. Facebook has a donate button. Gaming website also has a button you can press?? Heritage Canada is also an option. Facebook has a group called 'nonprofit happy hour' which gives advice and has discussion forums. Sing Out in Toronto has an office we can speak to, Marianne will follow up. Maybe tie in ticket sales, when they buy a ticket, they can also donate. Virtual concert. Ramp up use of social media – need to research ideas – show interviews from past audience members. Have someone assigned to film people as they leave the show. We will develop a team for posting- Cath, Marie K, Lisa, and ask Amber. Getting sponsors to sponsor specific things – headsets, choir members, songs, costumes (approach stores for costumes). Have a matrix for sponsorship. KCI Ketchum Canada – Marianne will research. Research church to play additional show. Marianne with let us know ASAP if there are costs involved with any of the ideas.			
Amy's proposal re payment – discussed bookkeeping role, and split of work for bookkeeper or treasurer. Questioned whether Steph would be willing to take on the whole role. Proposal that we pay Amy \$600 to train Steph on Quick Books with a view to transitioning to Steph taking over. We will then discuss having a second person to review accounts. Jan Aikins will speak to Amy Lewis.			
Action Items		Person Responsible	Deadline
1. Follow up with arrears.		Steph McMurren /Jan Aikins	ASAP
2. Continue to work on ideas for fundraising, and report back to Vision.		Marianne Derow	Ongoing
3. Speak with Amy to discuss transition proposal.		Jan Aikins	ASAP
Discussion		Children's chorus	
Marianne and Donna having been working on the idea. Donna has been reaching out to groups to garner interest. Marianne wants to begin by integrating the children into the Christmas show, then developing further. Working on a fee for the children, around 25 children to be involved. Marianne would like to be paid \$500 per month to run this. Would run 4-6 on Monday. Need to confirm that Midhurst is available, and what would be the cost. Waiting to hear back from Midhurst. Thoughts are that the Children's choir needs to be self-sufficient. At the moment, the numbers don't add up. Need to look further into sponsorship ideas, and other funding issues. Agreed that it would increase ticket sales Thoughts were that starting in September was too ambitious. Maybe use the Fall season to begin gathering members, possibly put on a couple of songs. We will wait to see what Midhurst will charge, and work out the budgeting. General feeling was that it was a great idea, as long as it is self-sufficient.			
Action Items		Person Responsible	Deadline
1. Marianne to decide on the number of children in the choir, find out how much Midhurst would charge, and how much we would charge in dues.		Marianne Derow	ASAP
Discussion		Boston Pizza	
Disappointed by the total. We weren't able to track the receipt so we could verify the total. Discussion of whether to do this again. Request the South end location			
Action Items		Person Responsible	Deadline
1. Further discussions about repeating.		Vision	Next season
Discussion		Kempenfest	
Jan Aikins will circulate sign-up sheet in July. Cut down to 6 per shift.			
Action Items		Person Responsible	Deadline
1. Circulate sheet.		Jan Aikins	July

Discussion	Auditions	
There may be up to 20 people to audition. Hopefully schedule for the Saturday before the first Monday rehearsal. Requested Meghan's availability. Will hold at Midhurst or Moving Art. Meghan and Marianne will coordinate.		
We will hold an orientation before the first rehearsal to go through our expectations.		
Action Items	Person Responsible	Deadline
Hold auditions.	Marianne Derow	September
Christmastravaganza 2018		
Discussion	Christmas Show	
Broad themed show. Marianne is working on songs. Overriding theme is Glitz and Glam. Red carpet		
Thinking of Men in Tux and Women in Evening wear. Less choreo, more staging.		
Once the Spring theme is set, Marianne will email the group for music suggestions.		
Audience competition – best dressed for red carpet. Have theme like awards show, Tony's etc.		
Action Items	Person Responsible	Deadline
1. Decide on set list.	Marianne Derow	July
Spring 2019 and Beyond		
Discussion	Spring Ideas	
Circus theme – everyone dressed in individual circus theme costumes.		
Talk of Mable Moon being involved. She could work on face painting. We can tailor a City grant towards the circus theme.		
Back up theme 'song writers' circle'.		
Action Items	Person Responsible	Deadline
1. Marianne will get pricing for Circus act.	Marianne Derow	ASAP
New Venue		
Discussion	New Venue	
Mapleview church, Liberty North, Ferndale Banquet Hall, Tollendale.		
Need to organize a viewing of these places to see if any would be suitable.		
Action Items	Person Responsible	Deadline
1. Organize tour.	Jan Aikins	TBD
ChoralFest		
Discussion	ChoralFest	
We received no reconciliation of costs, revenue etc. Should we follow-up?		
Jan Aikins will send an email requesting an update, and planning for next Choralfest.		
Action Items	Person Responsible	Deadline
1. Email for update	Jan Aikins	
Meeting Adjourned		
Next Meeting	TBD	

Minutes prepared by Marie Keeler