

**Capriccio Board Meeting
Minutes**

February 9, 2015

Attendance: Larry Griffin, Ellen Moore Griffin, Karrie Horton, Donna Johnston, Glover Shearron, Susan Gooch, Denise Mirman, Cindy Shultz, Jenny Elin, Rick Bradley, David O'Connor, Lisa O'Connor, Alyson Bates, Nicki Campbell

Called to order at 7:00 by Denise Mirman

Artistic Directors' Report:

I. Upcoming Events

- A. Cabaret – “An Evening with Sondheim”, Saturday, April 18 @ 7p, York Golf Club, 23 & 270
 - 1. Lisa O'Connor - chair for event
 - a) organizational meeting with O'Connors, Griffins and Cindy Shultz on Jan 2
 - 2. Silent Auction – items being collected from members (we have several nice items so far)
 - 3. Cash bar w/bartender will be provided by venue
 - 4. Entire choir is being given the option to participate/sing

- B. Griffin Family Concert, Saturday, May 16 @ 4p, New Hope Church
 - 1. Will also feature the Griffin Alumni Chorale – former students from Washington Court House and Worthington Kilbourne are being invited to participate
 - 2. Fee to participate to cover dinner, shirt, and all other expenses related to the concert
 - 3. We will need volunteers to help with dinner on Friday, May 15 & reception following the concert
 - 4. All free-will offerings will be donated to the Jane Griffin Capriccio Fund (see item IV-C)

- C. Singing on the Green - Worthington, Sunday, May 31
 - 1. Performing music from Cabaret and some preview music from June concert
 - 2. We are being paid for this event, amount unknown at this time
 - 3. Calvin Griffin has agreed to sing for this event

- D. Duke Ellington's Sacred Songs, Saturday/Sunday, June 13 & 14 @ 4p, Beechwold Christian Church
 - 1. Jazz musicians have been hired for the most part
 - 2. Guest soloist, Keyona Willis, has been hired to sing the Duke Ellington
 - 3. Grant(s) have been written/submitted to Greater Columbus Arts Council and the Franklin County Arts Partnership Program to help with expenses.
 - a. Larry, Karrie & Ellen are going to meeting at GCAC tomorrow
 - b. FCAPP is written and due on Feb 27; just waiting on letter of support from Beechwold Church

II. Plans for 10th Anniversary Season

A. Concerts

- 1. September 20– joint concert with Tiffany Envid, harpist, XyZ Woodwind Quintet, and a string quartet (yet to be secured) and the small chorale of Capriccio – each group will perform individually and then all will perform Mark Hayes' Te Deum. Non-ticketed event most likely, with a free-will offering to be divided among the participants. Location TBD
- 2. October 24 – Stacey V. Gibbs, guest arranger, with local HS choirs (TBD). Location TBD
- 3. December 19 – Christmas concert; location TBD
- 4. February 13 – Gala fundraiser featuring Calvin Griffin and the small chorale of Capriccio, performing RV Williams' Five Mystical Songs
- 5. April 24 – Brahms Requiem with Westerville Symphony
- 6. June 11/12 – Kevin Foster, guest composer, and Karl Jenkins' Requiem
- 7. CYC concerts can still be scheduled in November and April
- 8. Discussion followed regarding the importance of all the concerts on the season, being the 10th anniversary season

B. Music security deposit

- 1. We need to talk about logistics for how we collect/manage a security deposit for non-returned music.

III. Trip to Costa Rica

A. MCI Tours has put together a nice trip for us to three cities in Costa Rica for sometime in late June, 2016.

- 1. Cost is approx \$2400 (with air, but you can make your own arrangements)
- 2. All members of Capriccio will be invited to participate along with members of other area choirs to

- have enough singers to travel
3. Information about the trip will be distributed in the next several weeks, with an initial deposit due by May 1

IV. Miscellaneous

- A. Conversations with choir members
 1. Have had several conversations with choir members over the past several weeks, with great results!
 - a. Diane Staub – wants me to be more interactive with our audiences
 - b. I want/need to do more of this!
- B. Conversations with outside consultants
 1. Have had several conversations with outside consultants to talk about Capriccio.
 - a. Justin Johnston, admin director for Lancaster Chorale – marketing ideas, may be interested in advising us/serving on our board
 - b. Dr. Larry Griffin – possible venues
 - c. Stacy Huff – marketing ideas
- C. Meeting with Columbus Foundation and Ann DiMarco
 1. The Jane Griffin Memorial Scholarship Fund has been officially changed to the Jane Griffin Capriccio Fund.
 2. After a meeting between Ann DiMarco, Larry Griffin, and the Columbus Foundation, it has been decided that, as a donor-advised fund, the monies available in the fund will be used for designated Capriccio projects.
 3. The fund cannot be administered as a scholarship fund because it has to have at least a \$50,000 balance. The current, year-end balance in the fund for 2014 is \$24,080.30. The annual amount given to Capriccio will be 6% of the balance. For next season, we will designate the funds for the Stacey Gibbs concert.
- D. Accompanist Compensation
 1. Jim Kucera has requested a change to the way he is currently compensated (flat rate). He would like to be paid hourly at \$20/hour for his rehearsal time, plus \$75 for each performance. He would not be paid for any missed rehearsals.
 - a. Since he has been asked to stay past the 9p rehearsal time, he feels it would cause him less aggravation to be paid by the hour.
 - b. He will be responsible for keeping a timesheet and turning it in to the Treasurer on a mutually-agreeable timetable for payment (either monthly or just at the end of the season).
 2. Glover Shearron moved to accept the new payment schedule; seconded by Cindy Shultz. Motion carried. Jenny Elin moved to bring the compensate Jim to a minimum set for the season even if the hourly rate does not reach that amount; seconded by Rick Bradley. Motion carried.

V. CYC

1. Advertising has been sent into Parent magazine for the March issue.
2. Summer institute dates are set for July 21/22; deadline to apply is July 10; cost is \$60 for non-members, cost for members is \$10. Michelle Lemon is handling publicity for the Institute. Ann DiMarco gave money in the past for scholarships that has not been used. Can we use the monies to pay camp counselors? Alyson will coordinate with Donna on the details of those funds.
3. Looking at adding 2nd and 3rd graders in 2017
4. Dublin and Olentangy Schools for auditions in March and September in-house.
5. April concert will include the commissioned Caldwell and Ivory piece
6. Heather Cooperman and Daniel Navabi sang in OMEA all-state choir.
7. Donna Johnston asked that we be particular about writing singer's name and purpose on the memo line of the check.

Board Responsibilities:

1. Rick Bradley has put together the new job responsibilities for a smaller board.
 - a. board reviewed the document that was distributed
 - b. clear-up of confusion between the VP positions
 - 1) Marketing/Communications: all things that have to do with getting audience members in the doors
 - 2) Development: all things to do with getting money in the door: grants, corporate sponsorships, other monies
 - c. should this be sent out to members? Discussion followed, email to members and have copies

- available at rehearsal
- d. which positions are to be filled? Nominating committee will contact current office holders and get their input. August 1 to July 31 is the term – 2 years; membership votes in June.
- e. Denise needs to put the nominating committee in place prior to March meeting; with a goal to have a slate of officers to approve at the April meeting, or at the latest, May meeting.

January concert recap:

1. Survey responses
 - a. 33 respondents at each of 2 concerts
 - b. majority heard of concerts from members and most were first-time concertgoers
 - c. nearly half of respondents live in Westerville zip codes
2. Financial report

Alumni Relations:

1. No report

Grant Reports:

1. GCAC meeting tomorrow – will no
2. Franklin County Arts Partnership Program – application is due February 27 – waiting for letter of support from Beechwold Christian Church

Vice President – Mar/Com

1. Mailing list – revisiting member contributions and getting more emails from members
2. Business cards – to hand out to members
3. Website training – wants to have more people trained on how to update the website

Secretary:

1. Approval of December 8, 2014 board meeting minutes – Glover moved to approve; Shultz seconded. Motion carried.

Cabaret Report:

1. No response from the email sent to members
2. Lisa O'Connor will be setting up a table at rehearsal tomorrow night to recruit volunteers
3. Jennifer Ives & Lisa O'Connor will be handling food – hors d'oeuvres and desserts – \$500
4. Karrie Horton & Lisa O'Connor will be handling the silent auction
5. Budget

Treasurer's Report:

1. Current financials distributed
2. Discussion about January concert revenue

Meeting adjourned at 8:42 pm – Shearron/Elin

Respectfully submitted,

Ellen Moore Griffin, Secretary