

Lady Luck Showtime Chorus Management Team Meeting Minutes

November 14, 2024

In Attendance: Rose Hettinga, Jan Sloan, Carole McSimov, Joy Beth Clarno, Myreta Davis, Marla Mumford, Lorraine Lederer, Anita Treichel, Joanne Ianacone, and Paula Harrop

Guest Member: Marilyn Kujat, Kristen Kujat, Morgan Bonds, Aimee Green, Quin Rivers, Frankey Cucinotta, Stephanie Clark, Amanda Gulmont, Anastasia Edey

I. Discussion led by Lorraine - Team Coordinator

a. Consensus of October 17th, minutes was provided

b. Contest Attendance Requirements (April 3-6, 2025)

*Based on the 2017 Bylaws: Members are to attend at least **10 of 12 rehearsals** leading up to the competition, from **January 13, 2025, to March 31, 2025.**

Jan.- 13, 20, 27; Feb. 4, 10, 20, 27; March - 3, 10, 17, 24, and 31.

*Attendance on Zoom will NOT count towards attendance.

*If a member is unable to meet the attendance requirements or pass the vocal/visual evaluation, it is at the discretion of the directors to evaluate and provide assistance.

*Members who do not pass their evaluation may ask for assistance or be helped.

*Vocal adjustments may be made (i.e. mouth words in certain measures) if necessary.

*Members must be in "good standing" (dues paid.)

c. Coaching Attendance:

*Attendance of Coaching Sessions are strongly encouraged.

*Attendance will be counted separately since it was recently scheduled

d. Coaching & Dates:

***January 24-25 with Laura Pallas**

***February 15 with Lynn Smith**

*Coach, Gary, will resume periodic coaching starting in January.

*To book annual coaching, dates should be consistent

*Our first choice is the 3rd or 4th week in January

*Jan and Rose will check with Donna for coaching dates

*Since Nicki Blackmer is scheduled to present at Summer Sizzler, we would like to book a coaching session with her.

*Membership (Stephanie & Anita) plan to update the 3 sheets given to new members. One sheet refers to coaching, but more explanation will be added.

*Marilyn shared that templates are available for the Membership team to use when updating forms.

e. LOA: Dana Freeman is currently on a Leave of Absence, but plans to come to a Group Therapy rehearsal and return to chorus soon.

II. Director Team Report: Jan & Rose

a. Progress & Changes

*All directors (Jan, Rose, Cynthia, and Kristen) held a meeting before chorus on 11/11/24 and plan to meet weekly.

*Newer songs are being added to chorus repertoire

**Don't Stop Me Now* (starting in January)

- *This is Me
- *Patriotic song (TBA)
- *The lineup for Holiday Show is coming together
- *Jan suggested we curve the risers more toward the center to better connect our sound.

b. Directors' Requests:

- *Members, please to be more respectful and quieter on the risers
- *Members on the risers will be given time after a song to process & discuss with fellow members
- *Cynthia will be asked to be a Timekeeper and set an alarm
- *Carole suggested that compliments be given by directors and members at the end of the rehearsal

c. Directors' Agreement will be voted on by the chorus November 18, 2024.

d. Committee Responsibilities (continuation from prior meetings)

- *Rose would like all those in charge of a committee to write job descriptions with roles and responsibilities

e. Historian Requested

- *Rose asked for a volunteer to be our Chorus Historian.
- *Quin volunteered to take the role. Because she is a charter member, she has some material from when the chorus began.
- *Rose was uncertain as to who had the past materials or a list of all of the members-charter, past, etc.

g. Awards/Trophies

- *Lorraine has the award certificates from competition and is storing them.
- *We would like to display our Regional Trophy at our shows.
- *Jan brought the Regional Trophy for 3 weeks after competition. If members want to take it home for the week, they will need to sign-up on a specific date.
- *Carole will create a Trophy Sign-Up Sheet.

h. Front Row Auditions

- *Audition date: **January 11, 2025, at 10:00 am** at the Rehearsal Hall
- *Jan will tell members about front row expectations ahead of time (i.e. good attendance, positive attitude, etc.)
- *Members will be asked to initial a brief agreement created by Jan.

III. Music Team Report: Jan & Rose

a. The Music Team Meeting went well

- *The team is working on providing education on vocal production to the chorus
- *They plan to follow Delia's vocal production training list for each month
- *Vicky has over 100 topics from Pitch Pipe articles that she had included in past Lowdown Newsletters.
- *Carole asked that learning tapes/recordings be made for "We Wish You a Merry Christmas", since it had been requested by chorus members.
- *Rose said a **recording** would be made by Group Therapy on Friday 11/15/25 for "**We Wish You a Merry Christmas**" and "**Silver Bells**" to share with the chorus.

b. Send Songs to Carole

- * Quartets: Please send your director approved selected Christmas songs to Carole to post on the chorus website, so members know what songs are being sung.

IV. Financial Report: Myreta and Marla

a. Finances first

- * Dues are due by the 1st of each month
- * To vote on Directors' Agreement dues must be current
- *The Financial Report has been posted on Groupanizer and will be posted monthly.
- *Our balance has a healthy amount.

b. Angel Fund

- *Members can request funds to use if experiencing financial issues (i.e. SAI dues, etc.)
- *The funds are not a gift and eventually are to be returned (similar to Pay It Forward plan)
- *Carole suggested the name be changed since the funds are not a gift and are expected to be returned. Rose suggested "A Lending Hand" Fund.
- *Lorraine stated that a committee is needed to rewrite it.
- *Myreta said that the suggestion of using the funds from 50/50 raffle toward the Angel Fund was not a good idea since it's a minimal amount. 50/50 funds already go to coaching.

V. Membership - Anita

a. The Membership Zoom Meeting was great!

- * Stephanie is our new Administrator.
- *Morgan was asked to continue as Social Media Coordinator and encourage members to post regularly

b. Guests

- *Robbie will be a greeter at the door and Diane will be asked to also be a greeter.
- *Guests will sign-in to the Guest book when they enter.
- *Guests will meet the Directors first.
- *Then Amanda will introduce guests to Section Leader who will pair guest with a riser buddy
- *Riser buddies will keep track, follow up, and call guests each week
- *Anita will check with Cynthia about the newly created Riser Buddy Application

c. New Members

- *New members need a riser buddy (they may continue to their initial buddy).
- *Myreta will pick up some folders (12) for members to store chorus and holiday music
- *Rose will print out sheet music copies for guests.
- *It was suggested that new members may receive a gift bag filled with an apron, business cards, bouquet, pencil, crown, music folder, etc.
- *Anita asked if past newer members could receive an apron, too.
- * Riser buddies may also give gifts (i.e. travel items, etc.)
- *Marilyn suggested that everyone be involved in giving new members gifts rather than all of it coming in one bag from one person.

d. Headshots

- *Stephanie plans on updating Groupanizer website
- *Stephanie's friend can do headshots of all chorus members.
- *Headshots can replace members' profile pictures in Groupanizer.

e. Chorus Logo

- *Stephanie suggested we change our logo teal color to red to match our directors' style. Stephanie knows how to do a color change electronically.
- *Since we already have a large chorus logo sign that cost \$160, spent \$500 on the current logo design, have teal chorus t-shirts, and need to keep our logo consistent, changing the color is a low priority.
- *Kristen suggested that we research color marketing strategies since different colors communicate different messages.
- *For competition, we might wear our teal tops with black slinky pants.

f. Regionals Mission Retention Plan (August 1, 2024- July 25, 2025)

g. Monthly Challenges

- ***August**- "Let's Get Down to the Basics" (missed)
- ***Sept.** - "Tell Me What You Want!" (submitted survey)
- ***Oct.** - International Webcast Watch Party (Donna & Marilyn hosted)
- ***Nov.** - "That's What I Like About You!" compliment members- (Morgan proposed we have a Compliment Tree. Each member receives their own ornament for members to write compliments on. Ornaments could be hung on Morgan's skinny tree. Anita loved the idea!!)
- ***Dec.** - TBA
- *When the Challenges are over, there will be 12 grand prize winners; prize money is \$1000 per winner.

VI. PR/Marketing – Joanne

b. Zoom Meeting- November 19, 2024, at 7:00 p.m.

c. Personalized Birthday Grams

- *The team will make a flyer to post on our website and for members to post on social media
- *A small singing group can make recordings monthly.

c. Holiday Grams

- *The team will make a flyer with a QR code so they can be purchased on our website and for members to post on social media
- *Holiday Gram flyers will be placed on the tables at our shows
- *We will add a plug about the purchasing grams during our shows.

d. Search for Singing Seniors

- *Quin volunteered to get a list of Senior locations and their activity schedule, so we can be added to their entertainment venue.

e. Assistance League

- *Robbie gave Joanne an "Assistance League" card that advertises how it's members can sign-up and use Smith's Inspiring Donations.
- *She is registering the Chorus with Smith's and will explain soon how our members can use this system.

- *Once accepted we will wait to be given a code.
- *Each person can then **register** their **Smith's reward card** or if they don't have one, sign up and then they can **link their card to LLSC** and we will get **.5% of eligible purchases** we make at Smith's.
- *We can invite family and friends to link to us also.
- *Joanne will have more information next time.

VII. Events: Joy Beth

a. Show Meeting - Thurs. November 21, 2024 @ 6:45 pm at Marilyn's

b. Holiday Show Roles

- *Lorraine - Show tickets- we need to sell, sell, sell. Children under 12 are free.
- *Morgan - has designed the show program in the form of a holiday card. The song names will not be on the cards. Rose can print them, and Joy Beth will provide card stock.
- *Marilyn will handle decorations. Joanne has stored the center pieces this last year. Joy Beth and Carole will set up backdrops. Marilyn's grandsons will help with props & backdrops but need comp tickets.

c. Show items needed

- *Stuffed animals and funny photo sticks to be placed at photo backdrop
- *Rolling chair- Lorraine suggested we use a rolling chair from maintenance. Lorraine will ask.
- *Boxes to build a wall
- *Christmas lights to string along the wall.

d. Sound System Meeting

- *Joy Beth and Eric will need to meet with Siena Maintenance to test our new sound system to check for compatibility and sound quality.

e. Riser Transportation

- *Joy Beth would like to load risers in a rented truck Monday night and transport them on Tuesday to Siena. She wants to return them on Wed. Marla suggested returning them to rehearsal hall Tuesday night after the show since our directors live nearby to open the doors.
- *Myreta will talk to Joy Beth separately to develop a plan to transport risers.

VIII. Facilities- Rose

a. Family Promise intends to move out in the first part of the year.

b. Storage

- *Jan will make a new storage key for Rose.
- *Colleen M. donated her riser chair to the chorus. It needs to go into storage until needed.
- *There are 5 riser chairs that are taking up a lot of room.
- *Members not using their riser chairs, need to store them at home.

IX. Old Business

- ### **a. Standing Rules Committee:** *A team has held 3 meetings so far to revise and align the chorus Standing Rules. More time is needed.

b. Kim Alley Questions (shared by Lorraine)

- *Kim Alley, who handles the Regional Bylaws, addressed some of our questions.
- *Directors can weigh in on all Management Team topics, except those related to their Directors' Agreement.
- *Guests at Management Team Meetings may share at the end of each topic, but general comments should be held until the end of the meeting.
- *Management Teams are different from a Board since they work off a consensus.
- *The team discussed the definition of a consensus and had various interpretations.
- *Since there is more to the consensus definition regarding "70%", the team will discuss in at our next meeting in January.

- *After the meeting, Carole found the definition in the SAI Chapter Guide.
- *They don't vote but work off a consensus. SAI Chapter Guide under "Management Team" states a consensus is: *"An agreement among team members to support each other for the common good. It can be experienced only when everyone has participated in the decision-making process and can support the final decision. Consensus means that even those who do not fully agree can at least support the group decision, if only for a trial period."*
- *Since there is more to the consensus definition regarding "70%", the team will discuss in at our next meeting in January.
- *Kim Alley also referred us to what the SAI Chapter Guide states about Robert's Rules of Order.
- *SAI Chapter Guide states under "**Bylaws and Rules**", "The bylaws and rules chair acts as an adviser on parliamentary procedure. The current edition of *Robert's Rules of Order, Newly Revised* has been accepted by Sweet Adelines International as the guide in all cases not covered in chapter, regional and international bylaws, so long as the rules are not inconsistent with the bylaws, policies, standing rules or procedures that Sweet Adelines International may adopt." We may follow them but it is not required and should be discussed by the Management Team at a later meeting.

c. Long Range Goals

- *Carole compiled feedback from the Open Forum Meetings, Management Team Meetings, September Survey, and Suggestion Box Letters and created a list of Challenges with Action Steps to address.
- *Carole would like to share what has been accomplished and have the chorus vote on Liaisons on Monday 11/18/24 before voting for Directors' Agreement.
- *The Management Team will hold an additional meeting on January 9, 2025, at 9:00 a.m. to set up monthly chorus goals.
- *Carole planned to create a Work in Progress List of what we have accomplished so far to address Chorus concerns.
- *Music Team is working on long range plans for new songs.
- *Annabel will teach some tags to the chorus and coordinate with the music team.
- *Cynthia will put out information about quarteting.
- *Myreta is posting the Financial Report on Groupanizer monthly.

*Our focus should be on having fun yet create a structured plan, so we have a long-term direction.

X. New Business

- *The Management Team's Long Range Goals Meeting on January 9, 2025, at 9:00 a.m.
- * Our May 31, 2025, Ice Cream Social conflicts with the Silver Statesmen's 2:00 Show.
- *Lorraine will contact Greg to get the 2025 schedule of the men's shows.
- *The Silver Statesmen's events for 2024 were posted in October's "Nugget".

XI. Next Meeting: January 16, 2025, at 9:00 a.m. via Zoom. (We are dark in December.)

- *Our February 20th, Management Team Meeting will be at night to allow for more guests.
- *It was suggested that the meetings be rotated morning one month, evening the next month.

XII. Future Dates:

- * **Sat. Nov. 23, 2024, Meg's Baby Shower at Donna's house at 2:00 pm**
- * **Ethel M performance date - December 10, 2025, DARTS – 5:45 pm**
- * **Sun. Dec. 8th, Christmas Party 3:00 p.m. at Missy's house**
- * **Tues. Dec. 17th, Christmas Show @ Siena**
- * **Thurs. Dec. 19th, Group Therapy performs at Mingle Jingle at Siena**
- * **Holiday Singing Grams - December 21, 2024, 9:00 a.m. - 12:00 p.m.**
- * **Mon. Dec. 23rd & 30th - no rehearsals (dark)**

2025 Events

- * **January 11, 2025, Front Row Auditions 10:00 am at Rehearsal Hall**
- * **January 24-25, 2025 - Laura Pallas Chorus Retreat**
- * **February 15, 2025, Coaching with Lynn Smith**
- * **April 3-6th, 2025 Regional Competition (new location)**
- * **May 20, 2025 - Patriotic Show @ Siena**
- * **May 31, 2025 – Ice Cream Social 1:00 – 3:00 @ Fellowship Hall**

Respectfully submitted by Carole McSimov, Corresponding Secretary on 11/21/24 at 2:10 p.m.