

**Minutes Puna Men's Chorus BOD Meeting
December 6, 2011**

- I. Call to Order:** Elyse Morishita called the meeting to order at 5:50 pm
- II. Present:** Elyse Morishita (Pres.), David Ellis (V. Pres.), John Puig (Treas.), Noel Morata (Dir), Tracy Hedgecock (Sec.), David Shaw (Dir.)
Absent: Amy Horst (A.D.) Erica Ginnis (Dir.)
Guests: Ken Reinhardt, Randolph McCreight, Steven Jacquier, Billy Shackley
- III. Guest Report:** See New Business
- IV. Secretary's Minutes:** Minutes for the November 2011 were voted on and approved. (MPS - David E., Noel)
- V. Treasurer's Report:** The Treasurers report for November 2011 was voted on and approved. (MSP - Tracy, David Ellis)
Amy and Jessica need to submit invoices to John to be paid their remaining salary.
- VI. Committee Reports:**
1. Programming/Production Committee - "Aloha Broadway" Kalani performance Feb. 4th 2012. Nancy will draw up a contract for rental fees for E'max space and maybe chairs to present to Richard. \$250.00 max.
 - a. David S. received a script from Arval for Scene 1, listing songs and solos, including a solo for guest singer Bob Kirk to sing The Impossible Dream and guest singer John Arterton to sing a solo part at HPP performance only. The Chorus was not told about these guest spots, which caused some discontent amongst Chorus members. This will be one of the issues discussed at the Wrap Party and Board retreat.
 - b. David Shaw mentioned we are invited to do a Full Show at the EHCC on Friday, Jan 20, 2012, which to this date has not been decided on.
 - c. PMC is performing at the Imiloa Center on Dec. 16th and at Randolph's X'mas party Dec. 27th.
 - d. Amy has asked if anyone could do a home video of the Palace show, so we will at least have a copy of it. Billy will ask Rob and Randolph will ask Clay.
 - e. Billy will follow up on checking out the lighting equipment with David Godoy and Joe Parker. He will get a price from them.
 2. Marketing / PR Committee – There is no Marketing/PR Committee at present. Sandi resigned as of Dec.1, 2011 and Erika has finished her term. Noel has taken on doing the program and poster design and passed around

samples of what has been done so far. It was decided that the design needed to have more of a Broadway look. John said he would ask Lyn for Clip-art for a better look. Noel said he would make another draft. Posters should be ready by 12-15-11.

a. Tickets will be ready by 12-15-11. Ticket outlets: Jungle Love, Basically Books, Kalani, Hilo Bay Books, Keauau Health food store, Island Naturals and Puna Java.

b. Christian Pa is working on the Country Show video. We will get the master footage from the show.

3. Fundraising Committee – There is no longer an Executive Director’s position. Elyse, David E and Jessica had a meeting to inform Jessica that the Board had terminated the ED position and that she would be paid up to November 15, 2011. The meeting went very well and Jessica stated she would continue as a volunteer and that she would finish up with the grant writing with David E. and Nancy. The Atherton Grant is confirmed.

4. Fundraising Committee - Elyse reported that Ed. Smay wants us to sell See’s Lollipops at the performances. The idea was unanimously rejected.

5. Volunteer Coordinator (Tracy) – We need more volunteers to help at the box office, silent auction and to sell tickets.

a. Billy reported that Pooki’s will rent space from us to sell food at our performances for \$300.00 which will pay for the venue. A motion was made to ask Pooki’s to rent space for HPP performance. (MSP - David E, Randolph)

VII. Old Business -

1. New Officers - A motion was made by David E. that the new officers be elected by acclamation; the board members agreed unanimously. (MSP David E. David Shaw)

New officers are: Steven Jacquier, secretary, Nancy Kramer, Treasurer. Billy Shackley, Director, Randolph McCreight, director

a. Debit Card holders are: David Ellis. Nancy Kramer and Tracy Hedgecock.

2. Quarterly Potlucks - “Wrap-up”

a. The Wrap-up potlucks have been prescheduled quarterly for the second Sunday of the month. 1st - 2-12-2012, 3rd- 8-12-2012,
2nd- 5-13-2012, 4th- 11-11-2012.

3. Volunteer check list - To be revisited at Wrap-up Potluck.

4. HAAS Meeting – Elyse, Ken and Nancy are meeting at HAAS to check it out as a possible venue. Dec. 7th at 3:00pm.

5. By-law updates. David E. will change the by-laws so Nancy can be the Treasurer and not attend all the meetings if necessary.

6. A.D. for 2012 – It was decided that the A.D. will be called the Choral Conductor so some of the burden can be shared by the Alakai and the Production Committee. After much discussion a motion was made to hire Ken Reinhardt as Choral Conductor of the Puna Men Chorus for \$500.00 per month starting Dec. 1, 2011. (MSP - Steven J, David S.)

a. The Choral Conductor will attend the Production Meetings and the Board meetings to make his report. He will not be a voting member on the Board. He can be voted in as Production Chair.

VIII. New Business:

1. Select 2012 Summer Show Theme - Ken

a. Ken reported that PMC 5th Anniversary was chosen out of 18 votes as the theme for the Summer Show. This theme will work out to be easy to learn as some of the singers will already know the music. It will be an incentive for former singers to rejoin, as they will already know some of the music. We already have some rehearsal tracks made by Daron. This show will feature highlights of the last five years and we still have ABBA costumes.

b. The Board members all gave their blessing. Elyse told Ken that we were pleased to have him step in. She gave a brief rundown of his new title as Choral Conductor and what went with it. She stated that David E. would be in touch and draw up a contract.

c. Out going BoD were given farewell cards and token presents.

IX. Other Business and Announcements: none

X. Next BOD Meeting: The next board meeting will be hosted by Elyse on Thursday, January 5, 2012 at 5:30 pm.

XI. The meeting was adjourned at 8:20 p.m.

Respectfully submitted by: Tracy Hedgecock, Secretary