

The Phoenix Symphony Chorus Advisory Council
Minutes of Meeting: March 18, 2018
Host: Tia Coates

Attendees (in yellow): **Joel Auernheimer, Tom Bookhout, Tia Coates, Erin Entringer, Wendy Gould,** Steven Hwang, **Lynn Jech, Katie Jones, David Kahrs,** Jane Kniffen, **Karen Martin, Adriana Martinez,** Susie Phillips, Lisa Rolland-Keith, **Dan Russ,** Ivylyn Scott, Stephanie Seigla, **Lynne Traverse, Diane Van Dyke, John Vousden,** Malia Arguello, Symphony Representative

Joel Auernheimer called the meeting to order at 5:00 p.m.

March concert

Have sold around 300 tickets as of Friday. Capacity 570.

Ad in Arizona Republic this weekend!

TPS is doing the program.

Tom taking risers up to Pinnacle Monday. Would be nice to have a few people available before rehearsal to help set up (6:15-ish). Dan has a layout drafted.

Will be an intermission: Durufle, break, everything else.

Have a proposal from Craig for recording the concert, need approval from TPS.

Call time Friday at 6 p.m. or 5 p.m.? Will query chorus tomorrow.

Everyone should bring their own water.

TPS Updates

Malia leaving TPS. Jeff taking over for Malia until her position is filled.

TPS has discontinued Coffee Classics for next year.

2018-19 Season

“Did you see we’re doing that new one by Beethoven?” (Tom)

Prescott concerts for next year not yet determined.

Have concerts on many holidays (Thanksgiving weekend, Mother’s Day), but do seem to have to a week between Pops and Messiah

Arizona Horizon

TPSC group and Tom appearing on Arizona PBS’ “Arizona Horizon” on Tuesday, March 20, airs 5:30 p.m. Will be singing “Hark, I Hear the Harps Eternal” and either “Caritas et Amor” or “Locus Iste.”

Social chair

Party planning in progress – Friday, May 18, at 7 p.m. at Ivylyn’s.

Theme night for March: March Madness.

Post-concert plans for Friday? Tia looking into it. It's been a while, we should celebrate.

Years of service acknowledgement

Katie is compiling lists of 5, 10, and 15 year members. Will send to the chorus in case we've missed anyone.

Treasurer

Same balance as last month.

Have a new person in Accounting at TPS, Brittney.

TPS will take the money for music purchased for this week's concert out of our account.

Choral Management Software

Likely will not get handled before Malia leaves. Do still want to get things started in April/May so there's time for set-up and training.

Who will be the point person for the choral management software? Could be assigned to an officer (webmaster? secretary?), or could become a long-term, informal role (similar to Elizabeth Rosensteel handling women's concert outfits). Would need someone tech savvy and detail oriented.

Handbook updates

Proposed edits to section **10.1.1 Term Length:**

The Librarian, Assistant Librarian, and Webmaster positions are elected by TPSC members and confirmed by TPS Librarian (in the case of Librarians) or Chorus Master (in the case of the Webmaster). These positions are held for a minimum of two years, but may be occupied for as long as the Symphony staff deems appropriate. Beyond two years, the Past President must confirm with each of these officers that they are willing to continue in their roles for the following year.

Proposed addition to **Appendix A: TPSC Advisory Council Officer Job Description Summary:**

Webmaster	* Maintains TPSC website, phoenixsymphonychorus.org, to include updating lists of members and officers, adding music resources and Council minutes, and other information	Varies
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Current and incoming council members should review the handbook before our next meeting and be prepared to discuss other updates.

Election results

New members will join current members at the April meeting

Considering a council retreat (one day, local) with all current and incoming members to discuss details of everyone's role, best practices and other administrative details. Would also be an excellent time to train everyone in the basics of using the chorus management software. Possibly early June.

All council members encouraged to put together notes documenting how to do your role.

Role turnover will either be at the theoretical retreat or after all duties for the last concert of the year have been completed.

Reminder that section reps are responsible for making sure that all announcements made at rehearsal are reiterated to their sections. In the past, section reps shared these post-rehearsal emails with each other (across sections), which helped ensure that nothing was left out or forgotten.

Librarian

Collecting music from this concert: Friday night or Monday at rehearsal. NEED it all Monday.

Next meeting

April 15

Clubhouse at Brian's? (tentative)

Meeting adjourned 6:29 p.m.