

The Phoenix Symphony Chorus Advisory Council

Minutes of Meeting: September 09, 2018

Location: Arizona Opera

2018-2019 Advisory Council Attendance					
P	President	Dan Russ	P	Vice President	Erin Entringer
P	Chorus Master	Tom Bookhout	P	TPS Representative	Lana Arne
P	Treasurer	Wayne Baxter	P	Past President	Joel Auernheimer
P	Roster Secretary	Lisa Autrey	P	Recording Secretary	David Kahrs
P	Co-Junior Soprano Rep	Leslie Ellingson		Co-Junior Soprano Rep	Lorna Kertész
P	Senior Alto Rep	Karen Martin	P	Junior Alto Rep	Lynne Traverse
P	Senior Tenor Rep	Stephen Hwang	P	Junior Tenor Rep	Lynn Jech
P	Senior Bass Rep	John Vousden	P	Junior Bass Rep	Gary Hubartt
	Social Co-Chair	Tia Coates		Social Co-Chair	Wendy Gould
P	Webmaster	Lisa Rolland-Keith	P	Librarian	Susie Phillips
P	Librarian	Stephanie Seigla	P	Librarian	Diane VanDyke

Dan Russ called the meeting to order at 5:03 p.m.

Chorus Master Update

Thank you to council, especially new members. Exciting 18th season for TPSC, new things, planned things, and surprises are coming!

TPS Representative Update

Thanks to Lana for support that has been ongoing behind the scenes, and the Council looks forward to working with her.

Beethoven

Monday rehearsal at CUMC with Tito, for approximately 30 minutes. Tuesday evening is free, dress rehearsals Wednesday and Thursday at Symphony Hall.

Wednesday and Thursday Symphony Hall call time will be 6:00, on stage at 6:30. Concert call times will be 6:45 Friday, 7:15 Saturday, 1:45 Sunday.

Dan or Erin will provide new members with parking instructions and other concert-related information.

Senator McCain tribute will only be Friday, and will be framed separately from concert start.

Because of the McCain tribute, call time will be earlier. National anthem may not be played during tribute and may only be when the concert officially starts after the tribute. TBD, but TPSC will sing if the anthem is played while we are onstage.

Parking passes will be available Monday.

Members will be reminded that personal belongings belong downstairs.

Council requested to TPS Representative that hot water, bottles, and cups will be available. TPS Representative said cooler, hot water, and cups should be available.

Second downstairs bathroom is not available for public use and not available to TPSC. Council inquired whether that will change, and TPS Representative will find whether the compliance issue can be addressed so it can be used by TPSC. Council discussed whether and how continuing to make the men's room available for women during part of intermission may be practical.

Seating charts for concerts will be reviewed by section reps.

Annotated Beethoven score from Chorus Master will not be available for this concert [post-meeting update: unofficial Beethoven score was provided to TPSC, with the qualification that marks may not be accurate].

Vice President Update

Past issues were noted to Vice President of questions to council members not being addressed adequately. Council was encouraged to provide appropriate responses.

Email was sent to Section Representatives to update commitment form. There is a need to work on overlap in function and transition to Chorus Connection, preferably right after first concert run.

Roster Secretary Report

In general, Roster Secretary is providing functional feedback to Chorus Connection, who is interested in the perspective of a professional group with a relatively complicated rehearsal and concert schedule.

Every member contacted has responded on Chorus Connection, although some difficulty verifying who actually is in group.

Section Representatives can take attendance even if member has not activated account, and most tools will also function. Height and personal information is not available until account is activated and profile filled out.

Issues with spam filters were encountered with some members for Chorus Connection emails. Chorus Connection staff have helped directly with individual member issues.

In Chorus Connection, rehearsals are attached to concerts, which causes issues when multiple concerts are rehearsed in a single rehearsal. Could be fixed somewhat by creating a 'concert' with all rehearsals, or creating a 'concert' called 2018-2019 season and attaching all events to it.

Tracking multiple attendance events by concert in a single rehearsal (e.g., member arrived late after Holiday Pops was rehearsed) may be difficult for Section Representatives.

Chorus Connection is following the attendance tracking issue, and we should provide feedback to them after Beethoven.

Chorus Connection had not incorporated the concept of excused absences.

Some level of return to the attendance spreadsheet may be needed, at least temporarily, to keep up on changing commitments and as a backup.

More definition within Council is needed for the 25% missed attendance standard.

Roster Secretary will investigate options to track which music was rehearsed in a given evening, to allow tracking the 25% attendance standard accurately.

Library Report

Messiah scores will be needed shortly, but were not available earlier when Librarian visited TPS library [post-meeting update: Messiah scores will be distributed Monday after Beethoven concert run].

TPS has requested input on repertoire for Holiday Pops concert.

Holiday Pops music may be later than preferred. If playlist is not set yet, that indicates that it may be some time before music is in our hands. Because of composition style, additional rehearsal time is needed more than other music types. TPS Representative was informed that any music available is requested as soon as it becomes available.

Chorus Master is unsure if annotated Harry Potter scores will be feasible, because no score has been made available yet.

Jane Kniffen will be stepping down as Librarian. Nominations would be valuable. Wayne Baxter volunteers to help temporarily.

Section Reps will be given extra name tags from last week.

Treasury Report

There were no transactions in the TPSC Checking account for August 2018.

Name tag expenditure was not compensated. Aaron Villalobos (unknown cost) and Erin Entringer (estimated \$49.98) need to report their costs, provide to Council, and Council will vote whether to approve expenditure to reimburse. In future, preapproval of estimated costs will be required.

Anticipated expenses in fall may include Holiday Pops Saturday afternoon dining space rental, but Social Chair update is needed. Anticipated expenses in spring include end-of-year concert and volunteer appreciation event.

Cough drops and tea expenses were considered (estimated combined cost of \$50). A motion was made and seconded to approve reimbursement of up to \$100 for 2018 expenses for Susie Philips's purchase of cough drops and tea. If those expenses are exceeded, a new approval would be needed. The Council voted to approve the motion.

TPSC account balance is \$6021.22. The checking account is balanced and bank statement is correct.

Chorus Connection can track member payments for special events.

Inquiry whether TPS Representative should be involved in financial communications between TPSC Treasurer and TPS. Council agreed that it was not necessary for a group of our financial size.

The President reviewed a number of other options prior to requesting Council meeting space from Arizona Opera, all with some issue, such as lack of services or ability to have food and drink. Arizona Opera costs \$30 for a 90-minute TPSC meeting. The price offered to TPSC is half normal rate, as we are a nonprofit. Arizona Opera's facility would be available for remainder of season. Council discussed and determined that a contract would likely be needed, possibly split between fall and spring. The cost of approximately \$300 per year would require Council approval. A motion was made and seconded to approve the estimated expense for the remainder of the season. The Council voted to approve the motion. President will provide the Treasurer a draft proposal and contract for Arizona Opera.

Website Report

No new website updates.

TPS Representative has received CUMC safety protocol. Draft TPS plan is in preparation, and approved version will be provided to TPSC soon.

Social Chair Report

TGI Friday's will not be used between Saturday Holiday Pops concerts. Group may assemble for picnic lunch on the lawn at CityScape, which will not require a cost to use the space. Social Chairs do not approve ice skating.

Social events for concert week are planned, and TPSC will be notified.

Sign-ups for regional dinners will be made available Monday. A host is needed for northeast Phoenix.

Host for holiday party is selected – Dan Rue. The holiday party will be Friday of Messiah week (Camelback Bible Church). The theme will be vintage glamour.

September theme night is not set yet.

Handbook Update

A comment was made to verify pre-TPSC chorus history, such as ad-hoc choirs, before the founding of TPSC. The current Handbook does contain some information, but more may be available.

Safety protocols from CUMC and TPS will be prepared, provided to Webmaster, and will be attached as an appendix to the next version of the Handbook.

Council Meeting Schedule

Council meetings will be at Arizona Opera for remainder of season, and will continue to be on the second Sunday of each month. No meeting is planned for December.

Next meeting will be scheduled for October 14, unless major conflicts arise.

Section Rep Comments

The Council discussed determination of attendance and acceptance into concerts when attendance has not been adequate, both generally and for upcoming Beethoven concert run.

Vice President will provide seating charts to group for Beethoven concert run with a request for review, and instructions not to attend concert that they are not listed for with a seat (unless there is an error).

In case of excessive absences, Section Representatives will make initial contact and notification to singers, but will be backed up by President and Chorus Master.

The Council noted a need for clear record that members have been contacted with notification that they have been removed from the roster for a given concert, in case of any dispute. The intent is to avoid having singers arrive at the concert venue expecting to sing.

Case study – some singers missed 2 excused absences for Beethoven concert run. If singers were not told that this would prevent them from singing, they may expect to sing. However, missing Monday piano dress would eliminate them from concert.

Case study – singer with known schedule conflict that causes missing first 30 minutes of rehearsal for fall rehearsal run. Section Representatives will evaluate the situation and make recommendation to President, who will confer with the Chorus Master. Similar cases may be where Section Representatives are aware of musical issues, particularly where rehearsals were missed for a difficult work.

New singers, in particular, that request membership but then have significant conflicts may need to reconsider and return for a future season.

In Chorus Connection, there was a question how to mark people who are tardy. More options in software may be needed.

Librarian needs to be able to track music issuance with concert attendance, especially for singers cut from a concert because of attendance. When a singer is cut, attempts should be made by Section Representatives and Librarians to recover music before the concert run.

Meeting adjourned 6:35 p.m.