**Meeting Began**: 7:11pm

**Present**: Mike Levy, Elisa Levy, Karen Gardias, Cannie Hertz, Gabor Hertz, Amanda Bistolfo, Alex Lowrie, Jennie Simmons, Jen Adams, Christine Mathias , Alex Snow, Tadeusz Wroblewski

1. **Director’s Report; Introduce New Director Amanda Bistolfo (Karen)**

Karen Gardias accepted a new position with Davis Senior High School as a Vice President effective immediately. She explained that the hiring process happened very quickly; hence, the short notice to the board and the choral community. Her prerequisites for the VP position included the ability to help students and to be involved in the hiring of her replacement.

Amanda Bistolfo has accepted the position of Davis High School Choral Director. She is a DHS choral alumnus, former student of Karen, and comes to us from various music education and choral direction positions in SoCal.

Amanda explained that this was a quick decision and she feels overwhelmed, but is super excited, especially about the supportive Davis community. Prior to this position she was a chorale director and music educator.

# Minutes: May 18, 2022 & July 13, 2022 Board Meeting Minutes (Sara)

# Both sets of minutes were distributed by Sara prior to the meeting. Mike called for changes and corrections. There were none.

# MOTION: Motion to approve the May 18 and July 13, 2022 board meeting minutes seconded and approved by acclamation.

# Reports:

## Secretary Sara Fiscus

* + 1. 2022/23 roster: Karen will provide a list of current students to Sara so Sara can create a final roster. Explore use of SUG to manage communications. Sara will circulate roster to board for review.
    2. Web site calendar updates made. Sara still plans to create a one-page 22/23 season calendar for personal use. She will circulate to the board when complete.

**ACTION: Finalize roster and distribute for review.**

## Auditor Elisa Levy

### Report on Close of 2021/22 Financials

* + - * + Current general fund: $27,727 but will be closer to 24K after take care of pending expenses.
        + Special Funds
* Costume closet current: $1,800
* Wendy asked for 11K for costume closet. Elisa proposes we move 10K from general budget to the costume closet special fund.
* Concert Choir (we administer)
* Bill Hunter fund (haven’t decided what to do with the money): Karen proposes we use this fund to take families out for coffee.

### Review of 22/23 budget (attached).

### Karen submitted a DHS PO at the beginning of August but hasn’t heard anything from DJUSD. Karen and Amanda looked at music and may need a Mads loan since DJUSD is slow. Amanda needs binders. Tadeusz will go and buy her some binders this week.

### Elisha explained the division of labor between her and Tadeusz. She handles accounting and Tadeusz handles the cash.

### Questions:

* + - * + Alex asked about sponsorships. Elisa explained that in the past there have been sponsors for the Mads Dinner and Wine Pour, but we haven’t in a couple years. Auctria web site can facilitate this. Alex will research.
        + Tadeusz asked about whether we can postpose the Costume Closet funding. Answer is that we have to reimburse Wendy for money she spent over the summer. We can always apply any excess we have at the end of year to next year’s costume fund.

**MOTION: Motion to approve the proposed budget to send to the parents seconded and approved by acclamation.**

### **ACTIONS: (1) Elisa prepare 2022/23 and Costume Closet Special Fund funding from General fund for Parents’ consideration at August 30 Parent Meeting.**

### **(2) Alex research potential sponsors for upcoming events.**

**(3) Tadeusz to purchase binders.**

## Treasurer Tadeusz Wroblewski

**ACTION: Establish method for collecting retreat payments from families.**

## Retreat (10/7 to 10/9) (Cannie Hertz)

### New venue Mandala Springs Wellness Retreat Center in Cobb, CA. Flat, open area. Last fire near was in 2015 and they weren’t touched. Recently renovated. We will rent 3 houses, total # beds is 36 and we can get more. Cabins. Per person: $224 for room and food. Vegetarian. Oct. 7-9. 6 official chaperones.

### 

### Chaperones will need to register with DJUSD.

### Have 6 chaperones now to submit paperwork to DJUSD.

### 

### $8,278 + security deposit due now.

### 

### Should we budget money for lunch and snacks. Elisha proposes we increase the fee to $250 to cover.

### 

### Sara requested more detail about rooms, food, etc. for parent communication. She, Mike and Cannie will discuss offline.

### 

### Mike: Decision to not go with U of Redlands Retreat Center based on onerous contract that required Mads indemnity for everything, including the Center’s negligence. It also gave them a right to cancel and keep our deposit. Unwilling to negotiate.

**MOTION: Motion to pay the down payment and security deposit immediately seconded and approved by acclamation.**

**ACTIONS: (1) Cannie prepare summary of retreat details for distribution to parents/singers including cost.**

**(2) Cannie and Mike to finalize contract with Mandala; Cannie work with Tradeusz to pay deposits.**

### 

## Octet Coordinator John Leckie (not present)

**ACTIONS:**

* + 1. **Retreat: Obtain from DJUSD all forms needed for:**
       1. **Chaperones, Field Trips, Medication, Drivers, Medical Authorization**
       2. **Determine which can be submitted electronically**
    2. **Octets: Contact recurring Octet purchasers to reserve dates and times, and cost (URC, Artria, State Capitol, El Macero, St. Pauls, Tree Lighting for Davis, KCRA, etc.)**
    3. **Create signup form on private website for students and drivers**
       1. **Determine best approach to reminders/notice/car assignments/etc.**
       2. **Communicate process/solution to PIO for posting on private website**

## Public Information Officer Jennifer Simmons

### Website updates made.

### Looking for videos, audios and more photos to upload.

## Fundraising Coordinator Alex Lowrie

### 3 grants can be pursued now:

## Humanities 1K

## 2 others are 10K

* + - * + Alex needs Davis Madrigals, Inc. infoabout the group, history, tax ID etc. for the grant applications.

### Grant season is spring. Alex will set things up so we can apply for grants in 2023 spring.

### Scrip and Amazon Smile

### - Has Nugget scrip card applications for parent night.

### - E-scrip oppys on the website need to be reviewed.

### - Amazon Smile: Elisha will provide the deets to Alex so he can update it.

### Sponsors: Cannie suggests talking to Estelle’s Bakery (taking over Kondetori) about being a sponsor. Mike proposed a separate meeting to talk about sponsorship and how to formulize.

**ACTIONS: (1) Alex apply for current grant opportunities.**

**(2) Alex include Nugget Scrip application in August 30 parent meeting materials.**

**(3) Elisa and Alex meet separately to discuss sponsorship.**

## Costume Co-Coordinator Gabor Hertz

### Polos/Sweatshirts: All new members get a polo shirt. Sweatshirts are for purchase. Families may purchase both. Goal is to have them available by the retreat. Gabor needs the roster in order to manage sizes and orders. Perhaps the SUG can be used for this.

### Wendy’s tenure ends October 2022. Alex Snow agrees to take this over going forward. Will overlap with Wendy to get training.

**MOTION: Motion to approve Alex Snow as the costume co-coordinator replacing Wendy seconded and approved by acclamation.**

### 

## Madrigal Dinner Co-Coordinators Jennifer Adams, Christine Mathias

### Tasting last month: Anderson’s Family Catering. Decision is to go with them but have not decided what food to order so do not have a budget estimate. August 27 trip to caterer to lock in menu.

### Ag Museum confirmed

* + 1. Carpet discussion. Jen still needs student stage design. No pricing proposal but estimates no more than 4K to buy carpet.
    2. Should we use pipe and drape? Decision to use the same as last year.
    3. Christine: Wants parent volunteers allocated to prep. She will set it up. Need to divide labor more. Mike proposes we announce positions that are open at the parent meeting and get them to sign up. We need a master list of all parent volunteer oppys. Christine will make one for the dinner. Mike will add to it for other roles.

**ACTION: Christine send out her volunteer list, Mike add to it so we have a comprehensive list available for the parent meeting.**

**MOTION: Motion to approve up to 4K expenditure to buy carpet seconded and approved by acclamation.**

## Alumni Coordinator Martina Faller (not present)

1. **Calendar Run & Assignments**

## 2022 Welcome Potluck Dinner, August 30, 6:00 PM, Levy Home

### Sara will send out parent communication

### Elisa/Sara will work on the SUG for the event and Sara will distribute.

### Skip September Parent Meeting

## October 11 Parent Meeting and Junior Mads Auditions

## Retreat October 7 – 9

## Wine Pour October 23

## Veteran’s Day, November 11

### Cemetery: 10 AM

### Kids Workshop 1:00 PM

## Tree Lighting December 1

## Madrigal Dinner December 2 – 3 (need help all week prior)

## Winter Concert: December 6 (all choirs)

## Auditions (March 6 – 10)

## Possible Mads NY trip in February. Amanda is considering a February trip. 9-13 or 16-20. Mike will scope airfare, lock it down with Amanda. This will be proposed to parents. Last trip was $1,675/person. We’re probably at $2,100/person.

## Memorial Day, May 29, Cemetery Performance and year-end party

**ACTIONS: (1) Sara and Elisa set up Potluck SUG, Sara distribute with other deets to parents.**

**(2) Mike and Amanda to work on February NY trip.**

**Meeting Adjourned: 9:13pm**

**BOARD INFORMATION**

* **Board Meetings: 3rd Wednesday at 7:00 PM:** Levy’s Home
* **Parent Meetings: 1st Tuesday at 7:00 PM (Starting November):** PA-8 DSHS

**Board of Directors**

|  |  |
| --- | --- |
| President Mike LevySecretary Sara FiscusTreasurer Tadeusz WroblewskiAuditor Elisa LevyPublic Information Officer Jennifer SimmonsOctet Coordinator John Leckie | Fundraising Coordinator Alex LowrieCostume Co-Coordinators:  Gabor Hertz & Alex SnowMadrigal Dinner Co-Coordinators:   Jennifer Adams & Christine MathiasAlumni Coordinator Martina Faller |

## Other Volunteer Leads

## Retreat Coordinator Cannie Lorico Hertz

## Auction Coordinator Amber Welsh

## Wine Pour Coordinator Diccon Westworth

## Junior Madrigals and Kids Workshops Amber Robinson-Burmester