



Board of Directors
Meeting Minutes

Date: November 18, 2024

Time: 6:00 pm

Location: Virtual Meeting

Invitees: Board of Directors, Kara Szymanski

1. **Call to order:** Bekki called the meeting to order at 6:32 PM
2. **Roll call and quorum:** Board members present - Bekki, Sarah, Kim, Lisa, Taylor, and Quatez. Quorum present.. Invitee present: Kara Szymanski, Operations Committee Chair

3. Concert Planning

a. Donations / Funding Raising Sign up

- i. Collin will be available to help sign people up for King Soopers and Raise Right
- ii. Clover will be available to cover donations
- iii. Sarah will bring a folding table and Sarah and Taylor will bring computers.

b. Concert Video

- i. Dennis is on board to video the concert.
- ii. Sarah will create a URL to post photos

c. Concert Attire

- i. Concert Black with a splash of jewel tone color: red, blue, green, gold, silver, purple
- ii. No hats or headwear to block anyone's line of sight.

- d. Parking – All choir members will park in the overflow parking in the Damon Law offices directly north of the church. Sara will bring sandwich boards



for both parking lots with parking information and arrows to the overflow parking.

- e. Snow – If it snows, Lisa and Ron can shovel the walkways and put down salt before the concert
- f. Reception – We will host a cookies and drinks reception after the concert. Bekki will create a Signup genius

4. **Old business**

a. Colorado Gives –

- i. Colorado Gives “ About” page needs to be updated/proofed – Kim has volunteered to proofread
- ii. Donor Thanks you – Cara will create a thank you letter to email donors. We could add a choir photo to the thank you cards and have Taylor digitally sign.
- iii. Need to advertise Colorado gives day on the Facebook page, a flyer, and concert program. Bekki will create a QR code to add to the flyer and concert program.

b. Quatez Bachelor Party –

- i. Date moved to Friday after the Dress Rehearsal
- ii. Need to find a new location since Taylor will not be able to host in the community room
- iii. Back room at Rumors is a possibility but parking is limited
- iv. Sarah will check for alternative locations
- v. Kim will bring her karaoke machine, and Sarah can bring a monitor. We will need an internet connection.
- vi. We will plan to have pizza, depending on the location

c. Musical Revue –

- i. Date is changed to February 28, 2025



5. **Adjourn** – The meeting was adjourned at 7:15 PM.