

## Wausau Pro Musica Board Meeting Minutes

Tuesday December 7, 2021 5:30 PM Becca's

Call to Order – Dixie 5:38 PM

Members Present – Dixie, Karen, Barb, Wendy, Shelly

Excused Absences – Kathy, Jeannie, Liz

### 1. Minutes of November 9, 2021 Meeting – Dixie

**Board Action:** Ratify approval of Minutes (these were approved by the majority of Board Members via email so we could publish them on the Website). Motion to ratify the minutes Shelly; second by Karen. Minutes ratified.

### 2. Treasurer's Report – Wendy

Savings     \$11,773.53

Checking       5,500.08

Total       \$17,273.61

Wendy reported that she still has to pay Tatiana for December (\$350) so the checking balance will be \$5150.08. Karen raised the question of whether she should receive her full December salary considering we only had the run out at Primrose. Board members reinforced how Artistic Director compensation historically works and we are typically done the first weekend in December. Much prep time goes into concerts and Karen functioned all last Spring and Summer as Artistic Director without being under formal contract. Karen received her full check for December with the suggestion she could donate some monies back to WPM if desired. Wendy received \$50.00 from Carole Machek in memory of Charlotte.

**Board Action:** Motion to approve the Treasurer's Report Shelly; second by Barb. Treasurer's Report Approved. Wendy was thanked for all her work as Treasurer over the past year.

### 3. Artistic Director's Report – Karen

- Congratulations to everyone for the run-out concert at Primrose. It went very well as her debut concert and was well received by the residents.
- The Newsletter to go out this week will contain the Spring repertoire, the voice tracks and the scans of the music.
- She has contacted Mike Fischer several times regarding holding the Spring concert at First Presbyterian, but Mike has not gotten back to us yet. He needed to clear the concert with the Church Council.
- For the "Warrior" song at the Spring concert, there is an indigenous chant. Karen has been doing research on how best to handle this, being culturally sensitive. She would like to have a write-up in the program explaining that and will seek Board approval for the wording at an upcoming meeting.
- Through Facebook PM, she has received a request for an audition and is following up on that.
- She has updated the mentorship program letters to be sent to various schools in the area and hopes to get them out before Winter break. She has updated the information to reflect our vaccination requirement for Spring. Shelly suggested that these letters could be written on WPM letterhead; Karen and Shelly to work on formatting them.
- Karen reported that the goal of her becoming acclimated to WPM is going very well and she is pleased with how the semester has gone.

#### 4. Artistic Director Contract for January – May 2022 - Dixie

Prior to the Board meeting, Dixie had asked Karen about continuing for the Spring semester at the same rate she is currently being paid and Karen agreed to that. Independent contractor for \$500.00/month x 4 months. COVID cancellation clause included for 30 day notice.

**Board Action:** Motion to approve contract by Barb; second by Wendy. Contract approved by voice vote. (Karen abstained from voting).

#### 5. Accompanist Contract for January – May 2022 – Dixie

Prior to the Board meeting, Karen had initially contacted Jody Hettinga who expressed interest in the position. Dixie followed up with an email, phone call and a one-on-one negotiation. Jody had tentatively agreed to \$390.00/month x 4 months and \$40.00/hour for any activities in addition to regular rehearsal hours including Tuesdays, Sat morning, dress rehearsal and the concert. COVID cancellation clause included for 30 day notice.

**Board Action:** Motion to approve contract by Wendy; second by Karen. Contract approved by voice vote. Dixie to notify Jody of Board approval and obtain formal acceptance of position. We hope to announce this in the Newsletter sent later this week, pending notification from Jody. Dixie to follow up and have Jody sign the contract and obtain the signed COVID waiver.

#### 6. Budget 2022 – Wendy

Wendy reviewed the income/expenses for 2021. Compared to budget for 2021, we were almost right on target.

Wendy presented the tentative 2022 budget. After discussion and tweaking so that we did not show running at a deficit, the finalized budget was arrived at (see attachment). Wendy to keep track of dues payments for Spring and we will target those who have not paid within the first several rehearsals. There was discussion about a trial of asking for donations for the Spring concert in lieu of selling tickets; this discussion will be continued at an upcoming meeting and no decision was reached at this time. Dixie to ask the Signature Fundraising Committee Chairs Kathy KE and Debi Traeder to present a small fundraising opportunity by the February Board meeting; target around \$500.00. This may be able to be done online through Facebook.

#### 7. Attendance for Spring – Dixie

Request for Liz to again take attendance at each rehearsal; Shelly to make a grid with member's names and the rehearsal dates. We need to continue to do this for contract-tracing and to determine those members with more than 2 missed rehearsals. We will implement a sign-out binder with a sheet for each rehearsal date so members can indicate in advance if they will miss. We will encourage them to contact their section leaders if they are ill or some emergency comes up the day of rehearsal. The attendance policy is in effect again for Spring but we will still encourage members to stay home if they are mildly ill. Karen makes the final determination if a member can sing in the Spring concert if that member misses more than 2 rehearsals.

#### 8. Library Committee – Dixie

We are only missing a couple rehearsal binders that Dixie will track down in the next week. She and Rene will arrange a time to meet to file the Christmas music and to put the rehearsal binders together for Spring. She will contact Karen for the contents of the binder (warm-ups, vocal ex, etc). Karen offered to help if it is at a time she is available.

Next Meeting Date: Tuesday, January 11, 2022 at 5:15 PM at First Presbyterian

Adjourn 7:30 PM

Respectfully Submitted,

Dixie Hettinga, Acting Secretary in absence of Jeannie Hagenbucher

