



BOARD OF DIRECTORS
ANNUAL MEETING MINUTES

DATE: June 18, 2024

TIME: 7:00pm

LOCATION: Jefferson Avenue United Methodist Church - Fellowship Hall
4425 Kipling St., Wheat Ridge, 80033

Video call link: <https://meet.google.com/bzp-qtya-gmy>

INVITEES: Board of Directors, Choir Participants, Donors, Staff, Supporters

1. **Call to order:** Bekki called the meeting to order at 7:02 PM.
2. **Roll call and quorum:** Board members present: Bekki Henthorn, Sarah Daly, Lisa Abo, Kim Bosse, Sara Matlock, Taylor Gonzales. Absent: Quatez Scott. Choir Members present: Walter LaMendola, Carla Miller, Brenda Olmsted, Lauren, Camacho, Ron Abo, Gabriela Wenda-Collier, Martha Narey, Cande Copeland (virtual)
3. **Changes to agenda** - No Changes to the agenda were requested.
4. **Approval of minutes** - Board minutes from the June 4th meeting will be approved at the July meeting.
5. **Reports**
 - a. **Annual report** - Bekki presented the annual report, covering our year's highlights, new bylaws, and our updated DEI policy.
 - b. **Executive report** - Bekki summarized FCC's past difficulties during the COVID pandemic and then presented a "look to the future" including our new staffing, the hiring of Taylor as a W2 employee. Our choir will be the same non-try out community choir but with additional opportunities for our members.



- c. **Treasurer's report and Board budget vote** - Kim reviewed the financials, including the 2023 -2024 actual and the budget for 2024 - 2025. Lisa moved to approve the budget, seconded by Bekki. Motion passed.
- d. **Music Director's report** - Taylor expressed his thanks to the members for their hard work. He is inspired by the progress the choir has made in the last two sessions. He is currently planning the Fall program which will focus primarily on our musicality.
- e. **Committee reports** - Walter presented his progress on registering FCC for Colorado Gives Day. There is an extensive list to complete before FCC will be visible on the CO Gives Day's website. Walter believes that we will need to spend money to get the word out about FCC being part of Colorado Gives day. We also need to find ways to work in the community and perhaps involve school children. Electronic fund transfer is also required for enrollment. Sarah will get information to Walter to help him complete the CO Gives Day enrollment. Carla has the historical information we need, and she has completed a write up. The deadline for completing the enrollment is Oct 18, 2024. SCFD has similar requirements, so we should be able to use the information for the SCFD application.

6. Strategic and operational plan discussion

- a. **Mission, vision, values in 2024** - As mentioned previously by Bekki, our mission and vision are not changing but expanding with our DEIA policy. We are committed to inclusion and growing our membership in 2024 -2025. Quatez is our DEI director, and we will work with him to grow our membership in diverse and equitable ways. We would like to expand our reach to all skills levels, backgrounds, and cultures, and we will continue with



our scholarships to allow for more diversity in our membership. Martha noted that the demographics of the City of Wheat Ridge makes diversity challenging. We are also dedicated to updating our music library to expand the diversity of our much since much of our inherited music library is not diverse. Gabriella noted that the Arvada Senior Center has a music library that may be available to FCC.

Walter suggested that choir members meet in small groups and at various locations to get the word out about FCC. Majority of the members are located in Wheat Ridge, Lakewood, and Golden, but we can pull zip codes to see members locations. Taylor reported that there are 22 community choirs in the metro area with 3 professional choirs.

We are trying to establish the history of FCC and have asked Carla to be the choir's historian since she was involved in the choir in its initial form as Wheat Ridge Community Chorus.

7. Old business

- a. **Website** - Sarah is building a new FCC website. Cande has volunteered to help and will take over the website administration once the website is complete.
- b. **Fundraising and outreach: Colorado Gives Day, Project Angel Heart, Tee Spring** - At this time, we will not be involved in Project Angel Heart. We have signed up for RaiseRight, a website to purchase gift cards with a percentage going to FCC. We will continue with our King Soopers fundraising and restaurant nights. Chipotle is scheduled for July, and we will try to schedule



another in August. Tee Spring is a merchandising website, and we will start with FCC tee shirts.

8. New business

- a. **New .org domain and website** – Sarah is working on the new website. We will now have .org as our domain. With the new website we will be able to accept payments online and sell FCC merchandise. All governing documents will also be posted on the website.
- b. **Staffing update** – As mentioned previously, Taylor is now a W2 employee and is no longer an independent contractor. He has a contract and will be working 5 hours a week under his new contract. The wages in financials are a slight increase across the year with much more benefit to FCC. The board wanted to develop a long-term relationship with Taylor. With the addition of a W2 employee, FCC now has regulatory responsibilities and must carry workers comp insurance.
- c. **Updated bylaws** – The new bylaws have been approved by the Board of Directors and will be available on the new website, along with other FCC governing documentation. The new bylaws establish terms for each board position. Next year some Board terms will be up, and we will have elections for new board members.
- d. **Grant funding** – We will continue to apply for the City of Wheat Ridge Grant, and we are working on applying for the Colorado SCFD Grant. Increasing our operating budget will allow us to apply for more funding in the future.
- e. **Musical revue fundraiser** – The Board is planning a musical revue fundraiser to be held in mid-October. The location is not yet known, but we are working on securing a location that will fit within our \$2500 budget. The evening will



include drinks and appetizers, and choir members will try out to perform. We will offer a variety of ticket levels and prices. Taylor will accompany all singers, and participants will need to tryout and practice outside of choir rehearsals. Sarah moved to go forward with the musical revue fundraiser and set aside \$2500 for upfront costs. Lisa seconded the motion. Motion passed.

9. Action items:

- i. Kim to finalize budget.
- ii. Sarah will help Walter with information he needs for CO Gives Day.
- iii. Walter will continue to complete CO Gives Day enrollment.
- iv. Sarah will update board task list.
- v. Sarah will complete Website and train Cande.

10. Adjourn: The annual meeting was adjourned at 8:46 PM.

CERTIFICATE OF DELIVERY:

Lisa Abo, Secretary, delivered these minutes to the Board by email on July 31, 2024.