

MOSAIC HARMONY  
MINUTES OF BOARD MEETING  
THURSDAY, JANUARY 12, 2023

**Attending** (virtual): Marsha Gallagher, Kurt Jaeger, Teresa McConnel, Jan Callaway, Sallie Williams, David North, Sabine Creamer.

The meeting was called to order at 7:03pm.

The Minutes of the 12/8/22 Board meeting were approved.

**Treasurer Report:**

Kurt had sent the Board the monthly report as well as an updated budget report. He said we had gotten some good donations, and since we are not paying either a Director of Development or Assistant Director at this time, that has lessened expenses. Jan said that the SAG had asked her to give a brief financial update when she attends the meeting as the Board representative on 1/18.

**Membership Report:**

Jan reported that there have been two new memberships in the last month. \*She said she has the names of the NVCC and GMU Music Department heads and she is planning to send them emails to see if we could advertise choir memberships to music students. Teresa told Jan that she had never heard back from the NVCC contact she had made at the Arts Workhouse. \*Teresa said she would also send Jan an email from the GMU Mason Community Arts Academy as another possible place to explore advertising for choir memberships.

**Programs and Administration Report:**

SPREADSHEET: Sabine had emailed us a spreadsheet that she made of all the concerts we have done from September 2021-November 2022. She said that we had four paid concert performances during that time period.

MEDSTAR WASHINGTON HOSPITAL CENTER: There is a possibility that we could do a concert at Medstar Washington Hospital Center on February 17 (11:30-12:30) to celebrate Black History Month. They requested two songs at the beginning of the program and two at the end, time permitting. They would pay the full fee of \$1500 for that number of songs. The Board discussed whether fees should be raised at this time, and decided that fees should stay the same for now. Sabine will contact musicians on availability.

COMMUNITY CONCERT ON MARCH 25: Sabine reminded us that we need a new venue since we cannot use UUCF on that date. There was a discussion of possible

venues: Unity (Crystal's church), Lord of Life (Marsha's church), Menda's church, Flores Methodist (Kelly's church). Sallie reported that ArtsFairfax looks to see where concerts are performed within the County and has a list of underserved areas that they recommend (i.e., Lee, Mt. Vernon, Springfield districts). Kurt said that there is \$350 in the budget for the Community Concert. It is estimated that we would need the space for about 4 hours to include setup, take down, etc. David said that TEMA choir is committed to the March 25 date. The Board decided to take about one week to research the various possible venues and get back for a decision. The question of whether to sell tickets or ask for donations/free will offerings came up. There is some thinking that donations/offerings would bring in more revenue. For this to happen a QR code would have to be available. Marsha also suggested Venmo for payments.

**MEMORIAL SERVICE FOR DIANA MENELEE:** A memorial service for former member Diana Menefee will be held on Saturday, April 22, from 1-5pm in Purcellville on her daughter's property (possibly in a tent). Diana's wish was for MoHa to sing at her memorial service. This will be announced at rehearsal. Sabine asked David if he would contact Diana's daughter about the songs.

**WEBSITE:** Sabine has been collecting the ideas that everyone has sent her and she will put on Google Docs.

Sabine let the Board know that she is considering a 2-3 week vacation in April.

#### **Assistant Director Search Committee:**

Marsha reported that an ad had been put on Craigslist, but there had not been any applications yet. She has also contacted a musician friend of hers about publicizing the opening. Kim had said she would investigate how to get it on Indeed and Linked In. \*Sabine said that MoHa does have a Linked In account and that she would send the login to Kim. Sallie said that she needs our Twitter link, and she wondered how the public would find MoHa on Twitter and Instagram.

#### **Fundraising/Grants Report:**

**ARTSFAIRFAX PANDEMIC RECOVERY GRANT:** Sallie said that she would submit this grant in the following week.

**ARTSFAIRFAX TICKET SUBSIDY AND TRANSPORTATION GRANT:** Sallie said that this is a new grant to pay for tickets for concerts/events and/or transportation costs for underserved groups in Fairfax County. There is a "rolling" application and award process for this grant. Some examples of underserved groups are: senior centers, child care centers, teen centers, homeless, veterans, etc. Sallie said that there have to be specific concrete plans for an application. David was very enthusiastic about this possibility and asked Sallie for a list of the underserved groups and said that \*he would talk with Sallie and bring the ideas back to the Board.

## **Music Director:**

SPACE AT UUCF: David said that Bill Braband (UUCF) had sent photos of the newly arranged sanctuary space to him and Sabine. Bill said that the decision had already been made and they plan to keep it this way at this time (with the altar space in the middle of the room). David said that this would be fine for rehearsals, but that it would be problematic for concert performances. He said that we need to be thinking about a possible different space for our June concert.

## **Old Business:**

PRESIDENT FUNCTIONS IN MOHA: The Board discussed what to do about the continuing functions of the President in Mary's absence due to her recovery period from her injuries. The idea of having an "Acting President" with Mary continuing to hold the title of "President, on leave" seemed like the best option. As Vice President, Marsha agreed to take on the "Acting President" role for the rest of the term as needed. This decision should be announced to the choir at the next rehearsal so that choir members will know what is going on. We would have to discuss at a future meeting if someone else on the Board would want to take over the Vice President role. Other Board members offered to help Marsha in any way that is needed. \*Kurt said he would be able to put Marsha on the "President" email, and he would let Mary know. \*Marsha said she would speak with Mary and explain our decision on handling this.

SAG: There was a discussion about the relationship of SAG to MoHa and to the Board. Since the new Board members began their terms last year, the Board has not been getting regular updates about SAG meetings although Laura and Eddie had been providing information about GenOut, etc. Jan has volunteered to be the Board representative to SAG and go to their next SAG meeting and report back to the Board to improve our understanding. David stated that he thinks that Sabine should be the Point of Contact to TEMA related to any concerts we do with them.

## **New Business:**

QUALITY OF PHOTOS AND VIDEOS: The problem of low quality photos and videos continues to be discussed. Marsha agreed with Sabine that poor quality photos and videos should not be used on the public page of the website, concert flyers, grant applications, etc. Sallie asked if we could allot money for professional photography in the next budget. \*Kurt said that he has a friend who is an amateur photographer whom he can ask about helping us out. Several members asked about having the Anthem concert video deleted from YouTube but we learned that since we did not create that video, we cannot remove it.

AUDIO FROM OCTOBER 9 CONCERT: Sabine has made repeated efforts to communicate with Gary about obtaining the audio of our October concert with no response. \*Kurt said that he would contact Gary.

MONTHLY NEWSLETTER: Sabine stated that she is still concerned about the photos for the monthly newsletter being blurry or outdated. Marsha asked how many words should be in the newsletter and what is the right amount of pixels for the photos. Sabine said that the newsletter goes out with MailChimp and that sometimes it won't take 600-800 pixels. \*\*An Action Item for Board members this month is to look over the last two newsletters so we can discuss this topic again at the February Board meeting.

The meeting was adjourned at 9:35pm.

### EMERGENCY ADDITIONAL BOARD MEETING THURSDAY JANUARY 27, 2023

An additional Board meeting was held via Zoom to finalize decisions about the venue for the March 25 Community Concert and address other questions about grants.

**Attending** (virtual) : Marsha Gallagher, Kurt Jaeger, Teresa McConnel, Jan Callaway, Crystal Jefferson, Sallie Williams, David North, Sabine Creamer.

DISCUSSION OF VENUES FOR MARCH 25 AND JUNE 17 CONCERTS: After doing research it was decided that both Unity Church, and Lord of Life Church would be available for the March 25 concert. Unity Church has a seating capacity of 275, and Lord of Life seats 334. David had contacted Reston Chorale about the possibility of performing at the joint concert along with the TEMA choir. His contact told him that he would let him know by next week. Rev. Russ at Unity was very excited about having us sing at Unity, and he had reduced the price to \$500. The cost at Lord of Life would be \$200. The Board decided to go with Lord of Life for the March 25 concert since the space is bigger, in case we have three choirs participating. The Board would also like to continue the relationship with Unity, and would like to find out if we could do our June 17 concert there.

**VOTE:** The Community Concert on March 25 will take place at Lord of Life Church (upon confirmation by Church) and the Spring Concert on June 17 will take place at Unity Church (upon confirmation by Church).

GRANTS RELATED TO CONCERTS: Sallie reminded us that the ArtsFairfax Ticket and Transportation grant for underserved populations is available (for up to \$5,000) until June 30 with rolling applications. After much discussion it was decided that it would be a good idea to submit a grant to cover tickets and/or transportation for an underserved group to attend our June concert. Several ideas for underserved groups were suggested including Sunrise (across from Unity), Lutheran Social Services Refugee program, and possibly groups that Rev. Russ (Unity) knows about.

REVENUE FOR MARCH CONCERT: It was decided to have donations or free will offerings for the March concert. David said that TEMA choir understands that any revenue from this event will go to MoHa. \*Sabine said she could put that on the flyer and \*Crystal said she would help with writing it. It was also decided that any “program” given out at the concert would be simple and one page with a listing of the choirs (and include the QR code). \*Crystal said she would also help with the one page program. Besides the QR code, the Square for credit cards, and a donation basket should also be available.

\*Sabine said that she would confirm the March 25 date with Lord of Life, and inquire about the June 17 date with Rev. Ross at Unity. \*She will also contact the TEMA choir with the new location for March 25 once that is confirmed. \*When Sabine talks with Rev. Ross she will tell him about our plan to identify 1 or 2 underserved groups for the June concert, and ask him for ideas about this.

\*David said that he would let the Board know as soon as he hears back from Reston Chorale whether they are available for March 25. \*David also said that he would like to do a site visit to Lord of Life with Sabine.