

MOSAIC HARMONY
MINUTES OF BOARD MEETING
THURSDAY, OCTOBER 13, 2022

Attending (virtual): Mary Butler, Marsha Gallagher, Kurt Jaeger (first 20 mins.) Teresa McConnel, Jan Callaway, Crystal Jefferson, Sallie Williams, David North, Sabine Creamer.

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

The Minutes from the 9/15/22 Board Meeting were approved.

President Report and Announcements:

DISCUSSION OF OCTOBER 9 CONCERT: Mary suggested that we discuss what went well at the concert and what did not go well. David had sent an email to the Board explaining that Christian and he were very concerned that somehow there had been a miscommunication and they had thought that Christian would be handling the sound for the concert. David reported that he and Christian had arrived early only to find out that Gary Phillips had already done about 80% of the work for the sound. Christian had also already paid a substitute musician \$100 to play at her Church so that she could come early to do the sound. David proposed that we send her a letter of apology and a check for \$200 to help pay for her time and expenses.

A long discussion followed as to how this big of a communication error could have happened. Since the concert had been rescheduled from June 12 to Oct. 9 due to Covid cases in the choir, many things intervened that complicated the communications. Some of the factors that impacted this situation were: Kim Moss' proposal to the Board that we hire professional streaming and sound people for the Oct. concert; David missing Board meetings during the summer due to David York's illness and death; miscommunication in phone calls between David and Sabine, etc. Board members wanted to convey our disappointment to Christian that her offer had been put aside/forgotten, and to figure out what could be done to prevent something like this in the future.

COMMUNICATION AND ROLES: Mary and Sabine stated that they thought there were many communication issues within the choir. There was a discussion about the choir being a community choir, with many friendships, but that it is also a nonprofit 503(c)(3) business, and so more professional communication is needed. Sabine said she was hired to run the concert coordination business and that is her professional background. We talked about how the role of the Vice President related to the concert had changed over the years. Sabine has taken over many of those roles related to the annual Spring concert in particular. Teresa said that she thinks it is important to have a Board member continue to be a liaison from the Board with Sabine related to the Spring concert, assisting Sabine in whatever ways Sabine thinks is needed. Marsha, our current VP, said that she has already talked with Sabine about assisting her for the next Spring concert. Sabine is also concerned about communication between her and the musicians, and David said he is still working on that. David asked us all to remember that people in the choir love the choir, have good intentions, and that they mean well and want to benefit the choir.

VOTE: A letter of apology will be sent/given to Christian along with a check for \$200 as reimbursement.

Since Kurt had had to leave the meeting early, Jan reported that he concurred with the letter and the \$200 check. *Mary said she would write and deliver the letter to Christian at the next rehearsal on 10/18/22.

WRITTEN POLICIES AND PROCEDURES: Mary stated that she thinks we need written “communication protocols.” She asked *all the Board members to think about ways that communication could be better and more professional in the choir, and to send her our ideas and comments before the next Board meeting. Sallie said that we all want to act in good faith and that we can make a commitment to communicating more clearly in the future. Teresa suggested that best practice would be that if two people have a problem they should talk with each other directly to attempt to work it out. Mary said that some people are not able to do that. Crystal asked about information about the roles of each Board member position. Since the roles are written in the Bylaws, Mary asked us to each *read the bylaws before the next meeting, with special attention to the roles of the Board members. David suggested that there might need to be some updating/revisions of the Bylaws. Sabine asked that the written description for the Assistant Director (which will be used in finding a new Assistant Director) leave off the duty of that person supervising her position. David agreed that that would be taken off the description.

Treasurer Report:

Since Kurt had to leave the meeting early (in Peru) Mary gave a summary of the financial situation as reported by Kurt, that we are headed “in the right direction.” Through EventBrite we had sold about 100 tickets, plus 30 complimentary ones. Sabine will find out how many tickets were sold at the door and if they are in addition to that amount. David asked about how to get to the digital program. This can be done by going to the QR code on the one page paper program, and through the link that Sabine put in Choir Notes.

Programs and Administration Report:

UPCOMING CONCERTS: Sabine is working on arranging a site visit with Rosetta and David for the Concert on Nov. 1 at the Mormon Temple Visitor Center. Sabine said that Marsha is also invited if she would like to come. Rosetta has been sent a choice of songs. Sabine said there may be some mobility issues for some members due to stairs going down to the stage.

Sabine reported that UUCF will not be available for the Feb. 7 Harmony Week Concert, nor the Jan. 10 rehearsal. She said that possibly Antioch might be available for the rehearsal. *David said he would ask someone at Rodef Shalom if we could possibly use their space for the Feb. 7 concert. *Sabine said she could also look into Floris Methodist in Herndon. The Community Concert is set up for March 25 at UUCF, and the Spring Concert for June 17 also at UUCF. Sabine is still talking with the JCC, and a church in Burke about future concerts as they had inquired before the pandemic.

Vice President Report:

SEARCH COMMITTEE: At this point the Search Committee is composed of Marsha, Mary, David, Kim Moss, Dennis Bertsch, and possibly Kurt Jaeger. They have the old job description and David said that it should be rewritten. They have proposed a first meeting for next week. Marsha has a contact who is a church musician and accompanist who can send out information when the job description is redone.

Membership Report:

Jan reported that there are currently 41 paid members: 35 singing/performing members, and 6 supporting members. She has a question about accessing the database for membership to update the Membership Directory. Peggy had discussed the possibility of making Jan an

“Administrator” to be able to get into the site, but she is not sure if this has happened yet or if there is another plan. Teresa asked Jan if she is willing to contact the Music Departments at NVCC and GMU to see if there are any students who might want to join MOHA (possible scholarships). *Jan said that she has the contact names and will do that in the future.

Grants and Fundraising:

ARTS FAIRFAX GRANT: Sallie submitted the ArtsFairfax Final Report for FY22 on September 24. Since grants requests had recently been handled by the former Director of Development, Sallie reached out to Dick VanDuziend, the member who coordinated grants prior to hiring the Director of Development. Dick provided valuable guidance and gave Sallie access to prior years' submissions. Sallie noted that collaboration in grant preparation is crucial. She thanked those who helped complete the report in record time. Thanks especially go to Dick, Laura, Sabine, Kurt, and Mary for responding quickly with information for their areas. The choir now has a dedicated email address for grants - grants@mosaicharmony.org which is accessed by both Sallie and Kurt. The FY24 application opens in November and is due in late March/early April of 2023.

GIVING TUESDAY/SEASON OF GIVING CAMPAIGN: Laura asked Sallie if she would be the point person for this fundraiser this year. Sallie, Sabine, and Peggy will make sure that all the links are functioning properly for the November launch.

Social and Community:

FESTIVE FALL FROLIC: Crystal reported that this event is still scheduled for Sunday, October 16 at Laura and Neil's house. Laura requested to send out another email reminder. Guests are to bring food, chairs, games, and instruments if they would like. This event is designed for casual fun and celebrating. If it rains, it will be inside, and masks are optional. Photos are encouraged.

SOCIALIZING BEFORE REHEARSALS: Members are being encouraged to come early to rehearsal to socialize and many members are doing this. Also, some committee meetings might be scheduled in the time before rehearsal. Another idea is to go out to lunch/dinner before or after a concert.

Music Director Report:

MUSIC FOR NEW SEASON: David has all the music selected for this season and will begin teaching the songs that already have the sectional recordings on the website. Kurt has said he could help with some transcription of songs. At the Oct. 18 rehearsal we will review Better, I Smile, and one other song for the Nov. 1 Concert.

Old Business:

MUSIC FESTIVALS: Mary reminded us to be on the lookout for Multicultural and other Northern VA festivals that might be coming up this year. Sabine said she routinely looks for these opportunities (most of the Fall festivals have already passed).

New Business:

COVID POLICY: The Board discussed the current Covid policy (wear mask and be vaccinated). There were various opinions about the efficacy of different kinds of masks. We know that singing is still considered a “high risk” activity for spreading germs/viruses. N95 and KN95 are

the most highly rated masks. Our cloth singing masks are less effective but still made of thick layers of cloth. It was decided that we would still require masks WHILE SINGING. Members could choose from N95, KN95, or our singing masks (all black). Jan suggested that we also allow unvaccinated members to come to sing with proof of a negative covid test within 24 hours. David was interested in possibly ordering a supply of KN95 masks to have on hand in case someone does not have one. Sallie was not sure why we would need to supply the masks.

VOTE: The Mosaic Harmony current Covid Policy is that members needs to wear masks during singing (N95, KN95, or singing mask) and be vaccinated OR if unvaccinated must provide a negative Covid test done within 24 hours of the singing event/rehearsal.

*Mary said that she would send out a note to the choir to inform them of this change in policy.

WEBSITE STATUS: David said that we should consider the webpage as an “ongoing process” and that Peggy has made many improvements to the homepage, e.g., she has added information in the “About Us” section, and has posted the Newsletter. *Mary asked all Board members to look at the homepage and come up with specific feedback and requests for improvement. We will discuss at the next Board meeting. Sabine suggested that we still need someone with a “professional eye” to evaluate it. Marsha said that we have to know who the target is that we are trying to attract, and it needs a re-focus. She also said that it needed to be “mobile friendly.” Teresa said that the thing that got her to join the choir was seeing the “Something to Sing About” video which at that time (10 years ago) was prominently displayed on the homepage. Several people have said that it is outdated, but something like that is more dynamic and inviting.

The meeting was adjourned at 9:18pm.