



## MINUTES Management Team Meeting

Nov 05, 2022 1:00 PM  
Liz's Home, Modesto, CA

Present: Sally Massen, Liz Sakuma, Judy Shaffer, Carol Wharton, Rachael Bills, Teresa Peterson, & Marlene Jetton.

### **Action Item**

The Oct minutes were approved.

### **Information Items**

Director Report - Sally See filed report. Discussed each item in detail. New music will be coming out the end of Nov.

Finance Report – Liz See filed report. Funds and expenses are being closely monitored. Two donations were received.

Team Coordinator – Judy See filed report.

Administrative Coordinator – Marlene See filed report.

Communication/Marketing – Rachael See filed report. No additional holiday performance information was received from Modesto View

Events Coordinator – Teresa See filed Report. Church has other decorating items we might consider using next year.

Membership Coordinator – Carol See filed report.

### **Discussion Items**

12/3 – Mission Valley Holiday Tea and Sacramento Valley Holiday performance. As others support our event, we need to also support theirs. If going take our flyers.

Jingle Bell Tea. Our Costume will be a pretty jewel color top and black pants. Liz sent out the Fri & Sat Tea Schedules. It was decided to only have 20 Tea tables. Carol & Mary will sell raffle tickets, Rachael & Janet will count raffle money, Kristy & Janet will cover Will Call. A special table will high-light the chorus 20<sup>th</sup> year anniversary and our membership drive Guest Program information. Scones, both baked and frozen, will be sold 6/\$10. Liz & Linda will make the strawberry jam & lemon curd. We will borrow the church's children's

table. Rachael's husband will take pictures. Dee has all the sold ads and everything else needed to create our program. After editing, it will go to the printers.

### **Action Items**

Director Search - The committee needs to actively pursue this and all chorus members need to spread the word. A 5-month interim director will also be considered. An application and audition criteria are being developed. It was suggested to contact region and other choruses for guidance, information, and sample procedures. Also we are considering advertising at the State Theatre.

Encourage our new member to attend upcoming Regional Events

Contact an old member for her chorus costumes.

Beth Shalom emergency after hours phone number was received.

Contact was made with the local Men's Chorus

The Holiday Tea Program should have a backup.

**Next Meeting Date:** Sun, Jan 8<sup>th</sup>, 1pm at Liz's home. No meeting in Dec.

Respectfully submitted,  
Marlene Jetton