



MINUTES
Management Team Meeting
June 11, 2023, 2:30 PM
ZOOM

Present: Sally Massen, Liz Sakuma, Judy Shaffer, Teresa Peterson, Marlene Jetton. & Dixie Tirre

Absent: Carol Wharton & Megan Evens

Action Item

Approval of Minutes for May 21, 2023.

Information Items

Director Report – Dixie See filed report

Finance Report – Liz See filed report. Actual Budget for 2022-2023 and Budget for 2023-2024 have been delayed and will be completed by the next Management Team meeting by Liz/Marlene.

Team Coordinator – Judy See filed report.

Administrative Coordinator – Marlene See filed report. Liz and Marlene will work together to complete the Weekly Flash and Minutes.

Communication/Marketing – Megan See filed report.

Events Coordinator – Teresa See filed Report.

Membership Coordinator – Carol See filed report.

Discussion Items

1. Guest Program – Publicizing the event. Work with Meg to create a poster. Request members to help circulating the posters. Create a “gift bag” for participates who complete the Guest Program.
2. Worked out details for Dixie’s Interim Director’s Contract.
3. Liz to write up contract based on discussion and previous Director Contracts.
4. Policy III, Chorus Costume – Teresa and Liz need to meet with Rita and revise policy.

Next Meeting Date: July 6, 2023, 6:30pm on ZOOM

Respectfully submitted,
Liz Sakuma