

# PLANT CITY COMMUNITY CHORALE

August 9, 2023

## BOARD MEETING MINUTES

TIME: 7:00 p.m.

LOCATION: APPLEBEES, BRANDON

PRESENT: Michael Brandt – Executive Director (ED)  
Kim Rupp – Treasurer  
Lisa Sode – Secretary

ABSENT: None

GUESTS: None

Executive Director Michael called the PCC Chorale (PCCC) Board of Directors (BoD) meeting to order at 6:58 p.m.

### APPROVAL OF PREVIOUS MINUTES

Brandt made a Motion that Minutes from the last meeting be approved as presented. Treasurer Kim Rupp 2<sup>nd</sup> the Motion. The Motion passed unanimously.

#### **ACTION ITEM**

Sode to send the Approved  
Minutes to be posted on the Website.

### TREASURER'S REPORT

#### **Sunbiz**

Rupp reported that she is still in the process of getting everything set for Sunbiz.

#### **ACTION ITEM**

Rupp will work with Shepherd to transfer account.

### NEW BUSINESS

#### **First Rehearsal Preparedness**

BoD went through a checklist to be sure that we are prepared for our first rehearsal.

### **Music**

Three shipments from J.W. Pepper have been delivered to Rupp's house with one more to be delivered within the next day. She will deliver these to Patti Booher's house so Patti and Nancy will have everything they need to put together the members' music packets.

### **Handbooks**

Sode assured that the names in the Handbook now reflect the current board and that several copies have been printed off for any new members.

### **Money Collection**

Rupp is prepared with the Square for credit cards as well as CashApp to accommodate those who do not pay with a check. She will also ensure that we have cash to make change should it be needed.

### **Misc**

Sode has several applications printed for any new members. All three members agreed to be at the church by 6:30 PM to get prepared. Brandt will man the door for the first rehearsal, and we will pass around a sign-up sheet that night to assign that duty to members for subsequent rehearsals.

### **Women's Dresses**

Rupp will bring a poster board for the first rehearsal displaying all the options for our new attire and each option will be assigned a number. She will bring slips of paper for the members to vote for their favorite. Rupp will count the votes and reveal the winning dress at our 2<sup>nd</sup> rehearsal.

### **Transfer of Gmail Accounts**

Rupp has successfully transferred the account. Brandt will work with Carol Walker to get himself up and running on the Gmail account.

### **Future Board Meeting Dates**

The next monthly BoD Meeting will be on **Wednesday 09/13/23**, at 7:00 pm at 1501 Gertrude Dr., Brandon, FL

### **ADJOURNMENT**

There being no additional business, Brandt called for adjournment.

The meeting was adjourned at **7:36 p.m.**

Respectfully submitted,

*Lisa Sode*

Lisa Sode - PCCC Secretary