

PLANT CITY COMMUNITY CHORALE

October 24, 2023

BOARD MEETING MINUTES

TIME: 7:00 p.m.

LOCATION: Applebees Brandon Blvd

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

ABSENT: None

GUESTS: None

Executive Director Michael Brandt called the PCC Chorale (PCCC) Board of Directors (BoD) meeting to order at 7:12 p.m.

APPROVAL OF PREVIOUS MINUTES

September minutes have been approved and submitted.

TREASURER'S REPORT

Ticket sales for the Fall Concert were discussed. The total revenue from the concert was \$1665.00. This is not enough to even cover the payroll.

The QuickBooks Income Statement*, October Balance Sheet*, October Balance Sheet Detail*, Profit & Loss*, and the Fiscal YTD Profit & Loss* were presented and reviewed.

**Copies of these financial documents will be made available to the Members via an email request or by viewing the quarterly updates on the PCCC Website.*

ACTION ITEM

Kim will provide the above information to Ann Shepard for the website.

OLD BUSINESS

Food Drive – There was a discussion at the last Board meeting about possibly coordinating with a local Food Bank or Nativity to arrange a local food drive.

Notification would have to be on the Concert poster and included in the publicity asking audience members to contribute. No work has been done on this yet, but we will see if this can be arranged.

ACTION ITEM

Lisa will follow up with Joyce and other possible charities.

Musician for Christmas Concert – Follow-up needs to be made with Coleman regarding musicians for the Christmas concert and what the financial liability of that will be. It was discussed that Joyce was told to cut loose the Nativity musicians, so all musicians would need to be supplied by Coleman.

Accompanist's Contract – Rob has still returned a signed copy of the contract.

ACTION ITEM

Michael will follow up with Rob.

NEW BUSINESS

Possible Grants – Michael is in possession of a list of companies that offer grants to 501(c)(3) organizations. This would be a way to infuse the Chorale with some needed funds.

ACTION ITEM

Michael will research these possibilities.

Spring 2024 Music Selections

Music selections for the Spring Concert will need to be discussed and decided in November. Coleman and Joyce will need to be present at this meeting.

ACTION ITEM

Kim will provide Lisa with the current spreadsheet of songs in our library which will be forwarded to Coleman with a strong suggestion to use as many as possible for the Spring Concert.

All Events – Michael mentioned a website called “All Events” that lists different musical events happening in the local area. This could possibly be a great place for us to list our concerts.

ACTION ITEM

Michael will check into it and Lisa will add it to the list of publicity outlets.

Volunteers – We will need to find a volunteer to find and coordinate other volunteers.

ACTION ITEM

Lisa will check with Katy to see if she is interested in doing it again.

NEXT BOARD MEETING

The next monthly BoD Meeting will be Tuesday, November 14, 2023, at 7:00 PM.

ADJOURNMENT

There being no additional business, Brandt called for adjournment.

The meeting was adjourned at 7:55 p.m.

Respectfully submitted,

Lisa Sode

Lisa Sode – PCCC Secretary