

2022 Annual Meeting Agenda

10/25/22

- Call to order
- Introduction of [Current Board](#)
- Review and Acceptance of 2021/22 Annual Report
 - [2022 President's Report](#)
 - [2021/22 Secretary's Report](#) (Last year's annual meeting minutes)
 - 2021/22 [Treasurer's Report](#)
 - 2021/22 [Financials](#)
 - 2022/23 [Budget](#) (may need to revisit during the year)
 - Review of [Planning Report](#)
- Election of [new board members](#)
- Adjourn

**NCC Board of Directors
FY22**

Current Elected Board Members:

Title	Name	Term Ends	Email
Co-President	Heather Alger	2023	Heather.L.Alger@gmail.com
Co-President	Nicolas Anzalone	2023	Nicolas.Anzalone@gmail.com
Vice President	Vacant		
Secretary	Michele Garges	2022	mchgarges1@gmail.com
Treasurer	Winston Currier	2022	wcurrier3@roadrunner.com
Webmaster	Jason Kaiser	2022	jntkaiser@gmail.com
Member At Large	Clare Waterman	2024	clarewaterman@gmail.com
Member At Large	Lisa Adler	2024	laabarnet@gmail.com
Member At Large	Jess Simpson	2024	wilderfarm1809@gmail.com
Member At Large	Luke Weiss	2024	lukeweiss@gmail.com

Other:

Title	Name	Term Ends	Email
Choral Director	Alan Rowe	N/A	arowe@stjacademy.org

Appointed Positions:

Title	Name	Term Ends	Email
Music Librarian	Marion Zambon	N/A	mzambon@fairpoint.net
Historian		N/A	

North Country Chorus

President's Report

Annual Meeting
October 25, 2022

It has been a tumultuous few years. This past year felt like it had a very welcome positive trajectory, but it was difficult to start the year with the loss of our beloved President and devoted chorus member Cindy Mitchell. We need the dedication and love of members like Cindy now more than ever as we continue to explore how to grow our choral community in a post-Covid reality.

There are plenty of signs of renewed growth to be excited about. We see lots of new faces in the fall chorus preparing for what promises to be a wonderful celebration of Bach's *Magnificat* and Harris's *A Child's Christmas in Wales*. We continue to be committed to reviving the Youth Chorus this spring and are actively searching for a Director. We are planning to expand our performance venue back down to Wells River for this winter's show, and Alan is excited about returning our efforts to Johnson's *Matthew Shepard* in the spring. Our last attempt at *Matthew Shepard* was derailed by Covid, so what better way to exorcise Covid and assert our communal victory than by returning to this important and beautiful work?

There remain challenges of course. While we have a number of engaged new board members who bring much to the organization, the offices of Treasurer and Vice President remain open for the coming year. Next year the President office will also become open and so urgency in this area is likely to increase.

Many thanks to our devoted and effective outgoing board members Michele Garges (Secretary) and Winston Currier (Treasurer). Both of them volunteered to extend their terms in order to help us navigate Covid years, and we all owe them a substantial debt for their service. And of course deep gratitude to our fearless leader Alan, whose dedication, expertise, patience, and musicality supports us all and make our community possible.

Respectfully submitted,

The image shows two handwritten signatures in black ink. The signature on the left is 'Heather L. Alger' and the signature on the right is 'Nicolas Anzalone'. Both are written in a cursive, flowing style.

Heather L. Alger & Nicolas Anzalone

Co-Presidents

NORTH COUNTRY CHORUS
ANNUAL MEETING
THURSDAY OCTOBER 26, 2021

8:30 PM

Call to Order:

The meeting was called to order by Incoming President Nicolas Anzalone. He acknowledged the untimely passing of Outgoing President Cindy Mitchell and noted that the wonderful singing we had experienced this evening was a real tribute to Cindy and a wonderful way to express our deep appreciation for her many years of service and love of the chorus. This was followed by a moment of silence.

Annual Reports:

Nick noted that since we had all had an opportunity to review the packet of reports sent prior to the meeting, he wanted to suggest we dispense with the reading of each, and if there was no opposition he would entertain a motion to approve the Minutes, the Financial Report on the 2021 Budget and the Proposed Budget for 2022. He opened the floor to questions or comments. Lee White McMillian suggested the Financial Report show a comparison with prior years which Winston noted could be accomplished.

There being no further discussion Heather Alger made a motion to approve the reports as submitted. Susan Gordon seconded and the motion passed.

Nick then addressed the suggested a Bylaw change to Article IV Board of Directors that would expand the Board Membership to a maximum of 9 voting members at any time. This is recommended due to the fact that in this time of "limited active participation" it has been difficult to enlist members to fill the leadership roles. There is a willingness to serve in the "members at large roles." Bob Swartz made a motion to change the Bylaws as suggested and Claire Waterman seconded. The motion passed.

Nick announced that the Secretary's position had been vacant due to the resignation of Kathleen Lamberton and Bertie Koelewijn's and Jay Spout's Member at Large terms were expiring. He thanked them for their 3 years of committed service

He then introduced the new Member's at Large: Lisa Adler, Claire Waterman, Jessica Simpson and Lucas Weiss.

The Slate of Directors for the 2020-2022 year was presented:

President : Nicolas Anzalone/Heather Alger

VP: open

Secretary-Michele Garges

Treasurer : Winston Currier

Members at Large: Jason Kaiser, Lisa Adler, Claire Waterman, Jessica Simpson and Lucas Weiss.

Nick entertained a motion that that the Secretary cast 1 ballot for the Slate of Directors as presented.
Susan Gordon made the motion and the secretary cast the ballot

Other Business

Alan presented the plan for the Holiday Concerts to be held at the Union Baptist Church with concerts at 3 PM on Saturday December 4 and Sunday December 5. There was a question about an evening concert, but there are competing community events. Lee White McMillan suggested that in light of the events of the last year and a half we might want to encourage public attendance by making the event a donation event rather than selling tickets. This was viewed positively by all.

There being no further business, Susan Gordan made the motion to adjourn the meeting. The meeting was adjourned at 8:45PM

Respectfully submitted,

Michele H Garges

North Country Chorus Treasurer's Report

For

End-of Year Aug 31st, 2022

Income: There were no deposits during August.

Expenses: General & Admin Expenses were normal as noted in the Budget report for this period, Quickbooks has raised their on-line fee from \$25 to \$30/mo.; normal stipends to the Director.

The Checkbook balance is \$9,067.11 and has been reconciled with the August bank statement, and we presently have a budget surplus of \$5,956.11.

Notes: We've moved prior 'stipends' to 'Professional Services'. There is no change to the bottom line and this will provide a more accurate report for concert expenses, in that it now removes annual salary amount from 'Concert Expenses' to 'Professional Services'.

Investments: In November of 2022 we moved \$5,000.00 from the Vanguard Fund (Money Market) to the checkbook in support of operations of the Chorus. This was done as a precaution as the future financial status was quite unknown. As it turned out, the Annual Appeal did very well as did the income from the concerts. The concerts admissions were a simple request for donations at the door and that was well received and much easier to administer.

I should mention that our initial investment with Stifel Nicolaus was established by Richard Holland in November, 1999. The initial dollar amounts came from Pat McLure (Littleton \$20,000.00); Betty Nickerson (Peacham \$1,875.00); and Katrina Munn (Bradford \$1,000.00) totaling \$22,875. Over the 23 years it has grown to \$103,221.00 (October 2021) and now declining, presently at \$85,431.14.

Proposed FY2023 Budget:

No major changes for FY2023 but we've added a couple of categories:

Storage: \$1,920.00. Social Media Ads: \$100.00, and Password Management: \$240.00.

No expenses are planned at this time for 'Children's Chorus; funds are included for 'Camp'.

It has been a great pleasure for me to serve as Treasurer for these past many years since taking over the office from Richard Holland in 1999. I had a two-year reprieve in 2015-2016 when Arvid Johnson and Peter Terry held the reins during that time.

I have certainly enjoyed the time under the wonderful direction of Alan Rowe, and being in such good company of so many good friends. The many concerts that we've 'pulled together' in the last couple of rehearsals are all memorable, and the travels to Europe still provide such good memories for both Marguerite and me.

Thank you all for the privilege of serving as your Treasurer.

Respectfully submitted,


Winston Currier, Treasurer
North Country Chorus

**North Country Chorus
FY2022 Budget a/o 8/31/22 - Final**

	Budget For FY 2022	Actual
INCOME ACCOUNTS		
Donated Income		
Annual Appeal	\$4,000.00	\$4,228.09
Children's Chorus Donations		\$0.00
Total Annual Appeal		\$4,228.09
Concert Commercial Sponsors	\$2,500.00	\$1,600.00
Memorial Donations	\$0.00	\$2,420.00
Misc. Income-Transfer fm Investment	\$0.00	\$5,000.00
Sub-Total	\$6,500.00	\$13,248.09
Earned Income		
Concert Proceeds		
Concert - Fall	\$2,500.00	\$1,725.00
Concert - Winter	\$0.00	\$0.00
Concert - Spring	\$3,000.00	\$1,955.00
Dues	\$2,000.00	\$1,911.71
Interest Income	\$5.00	\$8.86
Program Ads	\$2,500.00	\$2,600.00
Music		\$0.00
Wardrobe		\$0.00
Sub-Total	\$10,005.00	\$8,200.57
TOTAL INCOME	\$16,505.00	\$21,448.66
EXPENSE ACCOUNTS		
General & Admin. Expenses		
General Advertising & Marketing		
Website/Harmony Site Fees	\$295.00	\$250.00
Constant Contact	\$360.00	\$308.00
Sub-Total Advertising & Marketing	\$655.00	\$558.00
Annual Appeal	\$200.00	\$254.70
Bank charges & fees	\$30.00	\$125.00
Dues & subscriptions(incl QB)	\$300.00	\$310.00
Hospitality	\$0.00	\$0.00
Insurance	\$622.00	\$622.00
Misc Expense	\$0.00	\$0.00
Office Supplies	\$200.00	\$275.90
Postage & Shipping	\$59.00	\$535.20
Professional Fees	\$5,000.00	\$5,000.00
Sub-Total Admin Exp.	\$6,411.00	\$7,680.80
Scholarships		
Ogontz	\$1,000.00	\$200.00
High School Graduation	\$500.00	\$500.00
Sub-Total Scholarships	\$1,500.00	\$0.00
Vocal Education	\$500.00	\$0.00
Sub-Total	\$500.00	\$700.00
Total G & A Expenses	\$9,066.00	\$8,380.80
Other Business Expenses		
Children's Chorus		
Accompanist	\$1,200.00	\$0.00
Concert Sites	\$150.00	\$0.00
Piano Tuning	\$0.00	\$0.00
Music Director	\$2,000.00	\$0.00
Music	\$300.00	\$0.00
Snacks and supplies	\$100.00	\$0.00
Sub-Total	\$3,750.00	
Camp		
Accompanist	\$600.00	
Teen Helpers (2)	\$300.00	
Janitor (1 wk)	\$150.00	
Sub-Total	\$1,050.00	
TOTAL:	\$4,800.00	\$0.00

**North Country Chorus
FY2022 Budget a/o 8/31/22 - Final**

Performance Expenses – Fall Concerts			
Accompanist		\$1,050.00	\$750.00
Advertising		\$200.00	\$54.00
Concert Sites		\$200.00	\$0.00
Flowers & Supplies		\$250.00	\$0.00
Programs		\$400.00	\$187.50
Sheet Music		\$200.00	\$464.50
Soloists & Orchestra		\$2,000.00	\$1,375.00
	TOTAL:	\$4,300.00	\$2,831.00
Performance Expenses – Spring Concerts			
Accompanist		\$1,350.00	\$1,350.00
Advertising		\$200.00	\$50.00
Concert Sites		\$200.00	\$0.00
Flowers & Supplies		\$250.00	\$53.00
Sheet Music		\$200.00	\$490.00
Programs		\$400.00	\$218.75
Soloists & Orchestra		\$2,000.00	\$2,100.00
	TOTAL:	\$4,600.00	\$4,261.75
	TOTAL EXPENSES:	\$22,766.00	\$15,473.55
	SURPLUS/(DEFICIT):	(\$6,261.00)	\$5,975.11
Checkbook as of 9/1/21			\$3,092.00
Checkbook as of 8/31/22			\$9,067.11
Investments at Stifel Nicolaus			
	Percent Change:		-13.73%
	Sep 30, 2021	\$99,023.99	
	Oct 31, 2021	\$103,221.20	
Note: Withdrew \$5,000.00	Nov 30, 2022	\$96,963.35	
	Dec 31, 2022	\$99,733.53	
	Jan 31, 2022	\$95,274.03	
	Feb 28, 2022	\$93,560.34	
	Mar 31, 2022	\$94,632.66	
	Apr 30, 2022	\$88,575.28	
	May 31, 2022	\$89,317.43	
	Jun 30, 2022	\$83,702.71	
o	Jul 30, 2022	\$88,005.26	
	Aug 31, 2022	\$85,431.14	

**North Country Chorus
FY2023 Budget a/o 10/21/22**

INCOME ACCOUNTS	Budget For FY 2023	Actual
Donated Income		
Annual Appeal	\$4,000.00	\$0.00
Children's Chorus Donations		\$0.00
Total Annual Appeal		\$0.00
Concert Commercial Sponsors	\$2,500.00	\$0.00
Memorial Donations	\$0.00	\$0.00
Misc. Income-Transfer fm Investment	\$0.00	\$0.00
Sub-Total	\$6,500.00	\$0.00
Earned Income		
Concert Proceeds		
Concert - Fall	\$2,500.00	\$0.00
Concert - Winter	\$0.00	\$0.00
Concert - Spring	\$3,000.00	\$0.00
Dues	\$2,000.00	\$2,408.66
Interest Income	\$10.00	\$0.68
Program Ads	\$2,500.00	\$0.00
Music		\$0.00
Wardrobe		\$0.00
Sub-Total	\$10,010.00	\$2,409.34
TOTAL INCOME	\$16,510.00	\$2,409.34
EXPENSE ACCOUNTS		
General & Admin. Expenses		
General Advertising & Marketing		
Social Media Ads	\$100.00	\$0.00
Website/Harmony Site Fees	\$250.00	\$250.00
Constant Contact	\$325.00	\$0.00
Sub-Total Advertising & Marketing	<u>\$675.00</u>	\$250.00
Annual Appeal	\$400.00	\$0.00
Bank charges & fees	\$125.00	\$0.00
Dues & subscriptions(incl QB)	\$360.00	\$30.00
Hospitality	\$0.00	\$0.00
Insurance	\$622.00	\$0.00
Misc Expense	\$0.00	\$0.00
Office Supplies	\$200.00	\$0.00
Password Management	\$240.00	\$0.00
Postage & Shipping	\$200.00	\$0.00
Professional Fees	\$5,000.00	\$625.00
Storage Space	\$1,920.00	\$0.00
Sub-Total Admin Exp.	<u>\$9,067.00</u>	\$905.00
Scholarships		
Ogontz	\$1,000.00	\$0.00
High School Graduation	\$500.00	\$0.00
Sub-Total Scholarships	\$1,500.00	\$0.00
Vocal Education		
Sub-Total	\$500.00	\$0.00
Total G & A Expenses	\$11,742.00	\$905.00
Other Business Expenses		
Children's Chorus		
Accompanist	\$0.00	\$0.00
Concert Sites	\$0.00	\$0.00
Piano Tuning	\$0.00	\$0.00
Music Director	\$3,000.00	\$0.00
Music	\$0.00	\$0.00
Snacks and supplies	\$0.00	\$0.00
Sub-Total	\$3,000.00	
Camp		
Accompanist	\$600.00	\$0.00
Teen Helpers (2)	\$300.00	
Janitor (1 wk)	\$150.00	
Sub-Total	\$1,050.00	
TOTAL:	\$4,050.00	\$0.00

**North Country Chorus
FY2023 Budget a/o 10/21/22**

Performance Expenses – Fall Concerts			
Accompanist		\$1,050.00	\$0.00
Advertising		\$100.00	\$0.00
Concert Sites		\$200.00	\$0.00
Flowers & Supplies		\$100.00	\$0.00
Programs		\$400.00	\$0.00
Sheet Music		\$200.00	\$0.00
Soloists & Orchestra		\$2,000.00	\$0.00
	TOTAL:	\$4,050.00	\$0.00
Performance Expenses – Spring Concerts			
Accompanist		\$1,350.00	\$0.00
Advertising		\$100.00	\$0.00
Concert Sites		\$200.00	\$0.00
Flowers & Supplies		\$100.00	\$0.00
Sheet Music		\$200.00	\$0.00
Programs		\$300.00	\$0.00
Soloists & Orchestra		\$2,000.00	\$0.00
	TOTAL:	\$4,250.00	\$0.00
	TOTAL EXPENSES:	\$24,092.00	\$905.00
	SURPLUS/(DEFICIT):	(\$7,582.00)	\$1,504.34
Checkbook as of 9/1/22			\$9,067.11
Checkbook as of 10/21/22			\$10,571.45
Investments at Stifel Nicolaus			
	Percent Change:		-22.92%
	Oct 31, 2021	\$103,221.20	
Note: Withdrew \$5,000.00	Nov 30, 2022	\$96,963.35	
	Dec 31, 2022	\$99,733.53	
	Jan 31, 2022	\$95,274.03	
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	Apr 30, 2022	\$88,575.28	
	May 31, 2022	\$89,317.43	
	Jun 30, 2022	\$83,702.71	
	Jul 30, 2022	\$88,006.47	
	Aug 31, 2022	\$85,431.14	

North Country Chorus

Planning Committee Report

Annual Meeting

October 25, 2022

We've made progress getting back on our feet after Covid. We met our goal of awarding \$500 to a graduating high school senior who intends to use the funds to forward their formal musical studies at a collegial level. Our membership numbers are healthy and we've had a number of new people join. We're still searching for a Youth Chorus Director in order to get that program up and running once more because we believe it is important to support the cultivation of the next generation of choral singers. Thanks to the support of members like Bob Schwartz and Linda Desrochers, as well as our engaged and supportive board, we've been much more proactive this year in achieving our planning calendar milestones.

We plan to continue pushing towards long-term sustainability through our efforts to consolidate storage, and consider alternatives for wardrobe. One area which requires our attention and the support of our chorus members is addressing the open officer positions and tightening up our committee structure.

Respectfully submitted,

The image shows two handwritten signatures in black ink. The first signature on the left is 'Heather Alger' and the second signature on the right is 'Nicolas Anzalone'. Both are written in a cursive, flowing style.

Heather L. Alger & Nicolas Anzalone

Co-Presidents

North Country Chorus

DRAFT Planning Committee Annual Report

Part 1

Evaluation of 2021-2022 plan

(Results are in red)

Vocal Education/Excellence

- in rehearsals make regular reference to the learning resources section, especially highlighting things we are currently working on. Also when new sections are added they can be easily sent to the membership while being added to our website. Also could be combined with a demo at rehearsal. **Alan's regular emails to the chorus help remind us all of the resources available to us for practice and provide direction on what our area of focus will be at the next rehearsal.**
- Schedule monthly sectionals led by paid professionals, for skill development, woodshedding, blend etc, rather than outside rehearsal offerings. **Not met. Reconsider for this coming year.**
- To encourage singer responsibility, send singers an assignment after rehearsal to work on one specific vocal skill we addressed. **Alan's regular emails addressed this bullet as well.**

Retaining Singers

- Plan to resume singer surveys annually in May after concerts with questions specific to the year. Might make sense to send out a survey prior to restarting Matthew Shepard, whenever that is, looking for participation. **A survey was not done due to covid, but plan to resume this year.**
- Children's chorus - **We have been unable to attain an appropriate choral director. We are currently advertising for a youth director.**
- In-person rehearsals this fall and winter rehearsals will be held. **We are moving forward with our fall rehearsals.**

Development (includes Fundraising)

- Make plan how to proceed with new updated logo design since LSC student designs not acceptable. **We need to update our logo.**
- Develop performance intro, which will include thanking sponsors, which will be done before Alan walks in. **We continue to improve**
- Annual Appeal. **Done for Fall 2021. Received budgeted revenue.**

- Update donor lists in program. Board decided to keep donors by \$ amounts.

Sustainable Financial Stewardship

- Develop a job description for the finance committee. Completed by August 2022
- Continue work to streamline bookkeeping and centralize data storage and sharing. This process continues to improve with updated Quickbooks. Our development database (google sheets) needs to be updated.

Marketing (To audience & to potential singers)

- Multiple outreach efforts were made. Our new membership has grown. It would be nice to decrease the median age of chorus members further for sustainability.

Board/Leadership Support Capabilities

- Figure out some sort of logic for membership options for FT 2021. Done
- Figure out same for annual meeting, which will include election of new board members. Done
- Consider training for Google Drive, calendar, etc. Jason (webmaster) has offered to train anyone who is interested.
- Website now lists a calendar for board meetings? Posting it publically will make it possible for others to come to the meeting Now being done
- Multiple attempts have been made to clarify the need to fill open board offices and anticipated office openings as well as committee membership. It has been difficult to make progress in filling these vacancies, but we have made good progress in cultivating engaged at-large board membership. An attempt to clarify and de-mystify time and responsibility requirements for offices may help in filling them.

Part 2

Looking Forward

Proposals for 2022/2023 seasons:

Vocal Education/Excellence

- TBD - depends on the level of sustained participation & the capacity/interest of all involved. **This will now be considered if covid remains manageable.**

Retaining Singers

- Regular review & update of our safety protocols **We have continued to do this throughout the past year.**
- Focus on optimism, inclusion, and maximizing participation
- Maintain flexibility & adapt to the changing health conditions & needs of members

Development (includes Fundraising)

- Review Annual Appeal effectiveness & strategy **This year's annual appeal was successful.**
- Review further tweaks to PayPal, online payments, etc **Paypal has been successfully implemented for member dues and annual appeal.**
- Board adopted a donations model for the Winter and Spring performances. **Donations received at performances exceeded concert fees in the past.**

Sustainable Financial Stewardship

- Winston to train additional people on Treasurer activities. **We need chorus members to step into several board positions.**
- Revisit Budget as performance plans crystalize. **We review the budget every other month to take into account changes.**

Marketing (To audience & to potential singers)

- Looking to attract additional members with Matthew Shephard. Board members have been working toward asking younger individuals to join.

Software Systems

- We need to continue to integrate systems - Harmony, Constant Contact, Google Suite, Facebook.

Board/Leadership Support Capabilities

- Board recruitment. **We need additional members on the board and in board positions.**
- Push for wider Google Docs adoption & use **We have been successful with the adoption of Google Docs.**
- Training & wider adoption of emails from our website. **We have been successful with using our website for communication.**

Storage Capabilities

- We have NCC items stored in various locations including Newbury in a barn, Monroe town hall, and several individual homes. Using individuals goodwill has run out and we need to figure out a long-term solutions for our madrigal costumes and sets, chorus wardrobes, music, historical and financial documents. **We have been evaluating all of the needs for storage. What do we actually need to keep? What will we continue to use? How much space will we need to rent? How can we centralize all storage to maximize efficiency and sustainability?**

10/20/22

HLA & NJA

**NCC Proposed Slate Board of Directors
FY23**

Title	Name	Term Ends	Email
Co-President	Heather Alger	2023	Heather.L.Alger@gmail.com
Co-President	Nicolas Anzalone	2023	Nicolas.Anzalone@gmail.com
Vice President	Vacant		
Secretary	Clare Waterman	2025	clarewaterman@gmail.com
Treasurer	Vacant		
Webmaster	Jason Kaiser	2025	jntkaiser@gmail.com
Member At Large	Lisa Adler	2024	laabarnet@gmail.com
Member At Large	Jess Simpson	2024	wilderfarm1809@gmail.com
Member At Large	Luke Weiss	2024	lukeweiss@gmail.com

Other:

Title	Name	Term Ends	Email
Choral Director	Alan Rowe	N/A	arowe@stjacademy.org

Appointed Positions:

Title	Name	Term Ends	Email
Music Librarian	Marion Zambon	N/A	mzambon@fairpoint.net
Historian		N/A	