**Village Voices Board Meeting Minutes**

**Sunday, May 4, 2025 7:00 pm**

**In-Person Meeting at Church**

**(United Methodist Church of Westlake Village, where we rehearse)**

**In attendance**: Jerry Shaw - President, Mike Hanika – Concert Coordinator, Dan Fasani - Treasurer, Gloria Hilliard - Director, Deborah Scott – Secretary, Chris Alexander – Membership, Katie Phillipson – Graphics, Geri Mankey – Ways & Means

**Not in attendance**: Tami Lesser - Publicity

1. **Approval of April 6, 2025 minutes** Approved. Will be posted on the villagevoices.org/members site.
2. **President’s Report**
3. It is election season at Village Voices and we are seeking candidates for the following positions: President, Secretary, Publicity, Concert Master, Music committee (all two-year positions) and Membership, Graphics (one-year positions). We have declared candidates for all positions. The elections are scheduled for Tuesday, May 6 and will be conducted by the elections committee headed by Carol Fredericks. \* Katie will continue for the last year of her term.

**III. Committee Reports**

**Ways and Means report, Geri** She sent a report of restaurant profits and purchases for restaurant fundraisers for the fiscal year 2024/2025

 Profits Purchases

Sept. 12 Sharky’s T.O.: $150 / 18 orders (20%) 600

 (they rounded up their donation amt.)

Oct. 17 The Stand: $ 86.34 (20%) 440

Nov. 13 CA Fish Grill: $130.90 (25%) 524

Dec. 11 Corner Bakery $132.21 (25%) 600

Jan. 23 Panda Express Virtual Community $ 170 (28%) 607

Feb. 20 Patron Mex. Grill $250 (20%) 1250

Mar. 20 Vincitore $\_$150 (10%) $50 gift cert. 1500 (or 2000)

Apr. 16 Marmalade Cafe $164 (20%) 820

 YTD: $ 1214.

There was discussion about cancelling tentative June fundraiser at Mendocino Farms and replace with Patron on June 5. We will advertise in the concert program. The baskets for concert opportunity drawings are in progress, and themes are as follows:

 Pat – Make Your Own Dessert

 Erica – Stay Calm and Puzzle On! (games & puzzles)

 Geri – A Mediterranean Pantry

 Fran – Molto Italiano!

 Cathy – TBD (theme TBD by Trader Joes donation . . .)

 Cheryl – TBD (perhaps gardening items)

**Treasurer’s report, Dan** April income was slightly under budget (-1.8%). Year to Date, income is $21,899 (+56%) more than budgeted due to significantly higher Donations and the Broadway concert that was not budgeted. April expenses were $1,407 higher than budgeted mainly due to the second deposit of $990 paid to BAPAC in April that was budgeted in February. Year to date, expenses are higher than budgeted by $8,432 mainly due to scholarship awards being $6,600 more than budgeted. Overall, Income net of expenses is $13,467 more than budgeted through the first ten months of this fiscal year (July through April). April YTD had a budgeted (planned) loss of $1,285. **Ticket sales for May concert**: We started selling tickets in April for our May concert. In two sale dates in April (at rehearsals,) we sold 127 tickets ($3,810) vs 132 budgeted ($3,960). For this concert, he budgeted selling 384 tickets ($11,520) not counting what will be sold through the BAPAC. Through April, we sold about 33% of the tickets budgeted. **TOArts Community Events Grant (CEG**): We are not likely to hear anything regarding our grant application until August. Last year we received $3,600 from this grant, down from $6,000 the year before. This grant is for performances in our fiscal year beginning July 1, 2025. He applied for $8,000.

**Concert Master’s report, Mike** Technical meeting with the staff of the Scherr Forum is scheduled for May 14th. The second payment of $990 was made to the City of Thousand Oaks for our upcoming concert. Final payment of $5,000 will be made this week per our contract. April Carter at the BAPAC has penciled in May 27, 29 & 30, 2026 for next year’s spring concert. Mike will finalize the contract on May 27,2026, one year in advance. He will work with Deborah to coordinate flowers and stage props for the concert. He is speaking to the Valley Harmony Singers about singing with us on Memorial Day at Pierce Brothers Cemetery, including our own Jim Brown, director of the Ventura Barbershop Chorus.

**Membership report, Chris** Nothing has changed with regard to membership and the March 6th roster is the most current. **Webmaster:** we have posted the old bylaws as well as the proposed new ones, and we have permanently moved the Board Meeting Minutes and Bylaws sections to the Members section of the site, rather than the public facing portion. We have posted concert information and a link to the box office on the website home page.

**Publicity report, Tami** Promoted the following on Constant Contact, Facebook, NextDoor as well as the Acorn, Conejo Valley Guide Forum, Goebel Center & Arts Council of the CV for:

* Spring Performance 1 of 3 sent 4/10
* Marmalade Fundraiser on 4/16

Paid FB ad promoting the spring performances 5/30-5/31 Will start on May 9-May 29

**Graphics and Program report, Katie** Suggested that VV has it’s own subscription to Adobe In-Design. Programs are going to the printers soon. Ads and dedications are down this year, so the program might be over budget. Discussed adding an ad for upcoming restaurant fundraisers in the program. Still needs list of donors, date for fall auditions (August.)

**Choir Director’s report, Gloria** She contacted Larry Jordan, and he will be our host for the May concerts. A BIG thank you to Mike Hanika and Dan Fasani for providing lodging for Larry. Bass and percussion players have been hired for our concert, with music organized and mailed to them. She wrote the narration for the concert and emailed it to Larry. She sent the program list with soloists and instrumentalist and sent it to Katie for inclusion in the program. Gloria met with Cathy Bond and worked on choreography for “Sister Act,” “I Say a Little Prayer” and “There Is Nothing Like a Dame.” She and Chris DeKlotz have been meeting with the “Sister Act” performers every Tuesday at 6:50, and it's coming along nicely.

With the Board's approval, Helga ordered purple flowers for the women to wear when the men wear the purple ties. She talked with Helga about concert attire. For the second half we recommend the new purple flowers for the women and purple long ties for the men. For the first half we recommend the women wear red hibiscus flowers which have yellow in the middle with the men wearing red bow ties. Helga is going to the storage area to check out other options for the first half, including silver to go with the theme of the concert, “Songs of the Silver Screen.”

Gloria has been talking with Laura Leininger who is in charge of getting an elementary school choir to perform at our concerts. Laura’s choir may be an option for Saturday.

She found two scholarship singers – Friday a song from “Phantom,” and one from “Love is a Many Splendored Thing.”

The music committee had to postpone its April meeting because two members were sick. Hopefully we will finish next year's concerts soon.

Gloria announced that she would like to retire after this concert in May. She agreed to direct the November concert if we aren’t able to find a replacement. Gloria will announce to the Choir.

**IV. Consideration and Board Vote on the Proposed Bylaws Revision**

1. Board Summary of document by Jerry Shaw and Fran Vigne. The By-laws had not been updated since 2018. We wanted to clarify some duties and expectations for Board members, and also clarify some information that hasn’t been sent out (handbook, etc.)
2. We read through the entire proposed By-laws document, discussed and clarified issues, and made adjustments in real time.
3. Vote Passed 7 – 0, with one Board member absent.

Let the Choir know to go to the website to view, with a vote within two weeks.

Adjournment 10:35 p.m.

**Next meeting joint meeting of old and new Board Tuesday June 10 7:30 p.m. in person at the church in person.**