

## **FOUNDATIONS Committee (Chair: TBD \_\_\_\_\_)**



1. Pursue grants for the arts from various foundations and public benefit organizations.
2. Pursue donations large and small, one-time or recurring, from supporting businesses for high school youth scholarships and the Youth Vocal Music Competition.
3. Train for, document, oversee and carry-out the annual TVMC Auction tasks, including: arranging attractive baskets of similar auction items, decorating tables, transporting auction items to the venue, positioning displays for large auction items (like paintings), assisting patrons collect and pay for silent auction items they've won bids on, etc.
4. Search for, review, recommend, and supervise local fund-raising opportunities.
5. Help members implement personal fund-raising strategies through social media like Facebook.
6. Oversee the operation of the Chorale's presence on Patreon.com.

## **FINANCES Committee (Chair: Steve Woodbury)**



7. Assist the Chorale Treasurer as needed to facilitate the accomplishment of her or his duties.
8. Conduct informal audits as requested by the Board of Directors.
9. Review the timing and accommodation of Chorale re-chartering requirements.
10. Review annual federal and state information filings (IRS Form 990, California Statement of Information, etc.) for timeliness and accuracy.
11. Ensure the accuracy of each season's financial reports as they are distributed.

## **MEMBERSHIP Committee (Chair: Fredda Koupal)**



1. Invite people who sing to audition and become TVMC members.
2. Look for ways to physically and financially assist new and current members, including dues assistance, help with transportation, help obtaining concert wardrobe, etc.
3. Take advantage of opportunities to celebrate current members significant events and accomplishments: birthdays, promotions, new babies, etc.
4. Seek-out former TVMC members to friendship and assist back into the Chorale.
5. Work with section leaders to identify and ameliorate (if possible) hardships leading to multiple rehearsal absences.

## **PHYSICAL OPERATIONS Committee (Chair: Ken Hedrick)**



and the like.

1. Assemble, disassemble, store, and maintain concert performance risers.
2. Store and maintain the Chorale's trailer and ensure its state licensing is current.
3. Assist with table and chair arrangements and storage as needed at all events.
4. Help with general stage management, props, riser-erection, sound equipment,

## **PUBLIC RELATIONS Committee (Chair: Audrey Grier)**



1. In concert with the Board of Directors' objectives, oversee the creation and distribution of all communications in print, online, or via radio broadcasts whose purpose is to inform the public about the Chorale's missions, events, concert schedule, operations, or objectives, including social media postings, printed program guides, publicity flyers, online event listings, newspaper ads, and the like.
2. Plan and oversee the creation of concert program guides in coordination with the Artistic Director.
3. Organize and deploy Chorale representatives or Outreach Quartets/Ensembles to attend, perform, or speak at club, society, and other social events as such opportunities arise or can be created.

4. Assist the Board of Directors, designated event coordinators, and the Artistic Director to coordinate with public and private organizations that can host current and potential event venues for the Chorale.

<p style="text-align: center;"><b>FOUNDATIONS Committee</b> (Chair: TBD)</p> <ol style="list-style-type: none"> <li>1. Pursue grants for the arts from various foundations and public benefit organizations.</li> <li>2. Pursue donations large and small, one-time or recurring, from supporting businesses for high school youth scholarships and the Youth Vocal Music Competition.</li> <li>3. Train for, document, oversee and carry-out the annual TVMC Auction tasks, including: arranging attractive baskets of similar auction items, decorating tables, transporting auction items to the venue, positioning displays for large auction items (like paintings), assisting patrons collect and pay for silent auction items they've won bids on, etc.</li> <li>4. Search for, review, recommend, and supervise local fund-raising opportunities.</li> <li>5. Help members implement personal fund-raising strategies through social media like Facebook.</li> <li>6. Oversee the operation of the TVMC's presence on Patreon.com.</li> </ol>	<p style="text-align: center;"><b>FINANCES Committee</b> (Chair: Steve Woodbury)</p> <ol style="list-style-type: none"> <li>1. Assist the Chorale Treasurer as needed to facilitate the accomplishment of her or his duties.</li> <li>2. Conduct informal audits as requested by the Board of Directors.</li> <li>3. Review the timing and accommodation of Chorale re-chartering requirements.</li> <li>4. Review annual federal and state information filings (IRS Form 990, California Statement of Information, etc.) for timeliness and accuracy.</li> <li>5. Ensure the accuracy of each season's financial reports as they are distributed.</li> </ol>
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*(DESIST: TABLE-ARRANGEMENT EXTENDS PAGE TOO MUCH!)*

Standing COMMITTEE	COMMENT
Names Key: ALL CAPS – Chair/Co-Chairs    Toggle Case: Committee Member <i>Italics: Interested Responder</i>	

<b>~~~~ Foundations ~~~~~</b>	
LAUREL MCKEE	---- Pending response
MELANIE BADER	---- Pending response
PENNY WAGNER	"Looks good to me."
<b>~~~~ Public Relations ~ ~ ~</b>	
AUDREY GRIER	[Para #2] "...should read, "Organize and deploy Chorale representatives or <i>Outreach Quartets/Ensembles</i> to attend or speak at club, society, and other social events as such opportunities arise or can be created." [Para #3 is] "questionable, as the [PR] committee viewed that responsibility to be the Artistic Director's and the Artistic Team's "
Marie-France Orillion	
Stephanie Bates	"...looks great to me!"
Peter Bellanova	[Para #3] Although David may be deciding on the venue in Item 3, he may need assistance from local members for physical visits and errands. Just like Audrey was instrumental to secure St Jeanne should our team work with him? Does David otherwise have people helping with this function?
<i>David Wells</i>	[Para #3] "...usually it is the board in partnership with the director that find and set venues. ... Operations, with aid to director's vision, would then follow up with chosen venues to make everything happen from big to small detailed plans all the way to the final bow.
~~~~ Mision Revision:	<ol style="list-style-type: none"> <li>1. (==== No Change ====)</li> <li>2. Organize and deploy Chorale representatives <b>or Outreach Quartets / Ensembles</b> to attend, <b>perform</b>, or speak at club, society, and other social events as such opportunities arise or can be created</li> <li>3. Coordinate with <b>the Artistic Director and event coordinators to contact</b> appropriate staff at current and potential organizations that can provide concert <b>event</b> venues for the Chorale.</li> </ol>
<b>Membership ~~~~~</b>	
FREDDA KROUPAL	"Membership sounds about right!! I concur."
Stephanie Bates	"...looks great to me!"
<b>Finances ~~~~~</b>	
STEVE WOODBURY	---- Pending response
<i>Tricia Arnold</i>	"it all sounds good to me"
<i>Susan Dickson</i>	---- Pending response
<b>Physical Operations ~ ~ ~</b>	
Ken HEDRICK	---- Pending response

COMMITTEE	COMMENT
Additional Committees (or expansion of focus for existing committee(s))	
<i>Marie-France Orillion</i>	<p>“Not to create more work . . . BUT, may I recommend a <b>technology</b> committee? Technology is HUGE in any business operation, including fundraising. Right now the bulk of that responsibility [seems to be] resting on Stephanie. A committee could provide essential back up [for her]. In addition, having a committee that could collaborate would enable the exploration of additional possibilities in technology.”</p>
<i>Marie-France Orillion</i>	<p>Also, just a thought . . . at yesterday's TUMC church meeting, someone suggested that the church should seek endowments. It's a brilliant idea and something that Universities pursue on a daily basis. Given the number of retirees in our chorale, we have the right demographic for seeking <b>legacy gifts</b>.</p> <p>As an example, UCR expanded it's outreach for gifts (written into wills and trusts) to smaller-scale gifts given by faculty and staff, not just wealthy philanthropists. It's called planned giving and I even have that component written into my trust.  <a href="https://www.ucr.edu/giving">https://www.ucr.edu/giving</a>  <a href="http://planmygift.ucr.edu/">http://planmygift.ucr.edu/</a></p>
<i>David Wells</i>	<p>“Marie, I agree with with both your points.. Financial and Technological. Great ideas”</p>