

# GBN Choir & Theatre Patrons Organization

CTPO Board Meeting Minutes

November 8, 2016

7:18 P.M. Board Meeting starts

Attendance: Ellen Westel, Debbie Rude, Christine Hultman, Elyssa Siegel, Nancy Frese, Patricia Dolins, Lorna Cohen, Tanya Slater, Carol Currie

Nancy - 501(c)(3) - approved next step is to get IL tax exempt. Should have by the new year.

Pay pal and Square accounts - Paypal is online. Square allows us to use for credit cards in person. We are trying to keep transaction costs down. Square costs a little less. We want to avoid keying in information as that method costs more. Can use Square at open mic night.

We think that advantages of these new systems will be ease of use and present a secure payment method.

Volunteer development - Ellen.

Choir banquet at Mission Hills has felt rushed and chaotic. Want the two banquets (choir and theatre) to feel different. They are only one week apart, at same place, with a lot of the same kids. Woman at Mission Hills is helping to make it feel different. She will have the menu be different. Ellen is not happy with the menus she is presenting (Thanksgiving dinner in May or little kid food of chicken nuggets and tater tots). Ellen would like to look elsewhere but the cost may go up.

Valley Lo \$24.20

Hilton \$26

Glen Club - look into it

Needs more information but if we move it we will need to raise the price. Board felt good about Ellen looking for another venue as long as we can do it without the CTPO funding a major portion of the event. We were, in the past, losing money on both banquets. That is not part of the CTPO mission.

Last year 215 people came to the choir banquet and paid \$26.00 each.

Ellen will go research what other options may be out there

Treasurer and budget and finance - cash flow may be available next month in December. Carol asked why we need two bank accounts. Lorna said it is not a requirement but it may be easier

to keep FPP money separate. Carol asked if we require two signatures for checks over a certain amount. Nancy says yes but does not know the threshold (may be \$1,000 or \$2,000).

Debbie would like Lorna to create a financial plan for the next 3 to 5 years. May not be realistic. May need a development person to go get corporate donations. There was discussion about long-term planning because people come and go so often.

Fundraising – Mattress Sale, Booster Shot Checkbooks, and Butter Braids are all scheduled to run again next year. This year's Butter Braid orders are due Thursday.

Marketing and Development – no report but Miguel charged us only \$50 - \$100 for the work he did on the logo.

Carol will get info about who is coming back to be an officer for 2017-2018.

8:16 P.M. meeting ended

Respectfully submitted,  
Carol Currie for Bonnie Schoenberg  
Secretary