

Western Massachusetts Sacred Harp Community, Inc.
Board of Directors

Regular Meeting
May 28, 2013 at 9:00PM

Helen Hills Chapel- Lounge
123 Elm Street
Northampton, MA 01063

Directors Present: C. Andrews E. Cavanugh J. Galvagni
 M. Leger-Small L. Shea

Directors Absent: None

Actions

A. The Board discussed the minutes of the regular meeting of the Board of Directors held on February 5, 2013. The Board discussed the amount of detail reflected in the minutes. The Board directed the Clerk to revisit the minutes of the February meeting and to edit those minutes where possible to remove unnecessary detail while preserving a sufficient account of the Board's deliberation.

VOTED To table approval of the minutes of the regular meeting held on February 5, 2013 pending revisions and discussion. All in favor, none opposed, none abstaining.

B. Andrews delivered the following report on the finances of the corporation:

The following transactions are noted:

- Go Daddy and PO Box accounts are current.
- All travel grants for the first grant period have been issued.
- Taxes are in progress with David Feder. David specializes in small business and nonprofit accounting. He helped John [Holbrook] file the 2011 taxes, and we are paying him \$500/year on retainer to file taxes and help with our accounting.
- April 2013--Insurance was renewed with CDSS (Country Dance and Song Society) (\$580), with separate certificates issued for Helen Hills Hills (naming Trustees of Smith College as additional insured), the Octagon at Amherst College, the First Congregational Church in Hadley, and the Granville Old Meeting House. Additional locations for singings and singing schools should be added as needed.

Current account balances:

| | |
|---|------------------|
| Checking Current Balance | \$5927.02 |
| Outstanding uncashed checks | -725.10 |
| Outstanding convention expenses (estimated) -940.00 (NRC, Dan, Compostables) | |
| Adjusted Balance | \$4241.92 |
| Savings Certificate of Deposit | \$7378.81 |
| Paypal Account Balance (travel grant fundraiser) | \$975.60 |

\$1375.60 is our gross income total as of 5/27/13, including 2012 cash/check sales of \$400; expenses are \$336.40 printing + \$60 shipping and packaging = \$396.40; adjusted income is \$979.20. Thus, the first \$400 (in the bank) covered our expenses for the fundraiser, and the balance in paypal is nearly equal to the profits we've made with the fundraiser.

| | |
|----------------------------|----------|
| Net Balance today: | \$12,596 |
| Net Balance December 2012: | \$13,703 |

Significant new expenses:

Children's singing school--\$200; Accountant--\$500; Shenandoah Harmony--\$264; Increased travel grant budget.

Other business: Leads on 2014 convention space are cold--we might need to be prepared to pay more for a space in 2014 and beyond.

Outstanding business: Convention expenses report is incomplete.

Cavanaugh noted that \$500 seemed to be on the expensive side for the accountant. Andrews replied that the fee seemed reasonable in light of the complexity of the corporation's finances. Galvagni noted that it's also well worth the price to know that the corporation's returns are being handled by a professional.

Shea noted that the corporation received a significant infusion of cash last year and that it cannot count on such a donation again. She noted that it does not appear that the corporation is in financial trouble, but that the Board should remain mindful of our limited income.

C. The Board discussed the budget for the Travel Grants Committee. Shea explained that she is requesting a budget for the rest of the calendar year. She reported that the committee had received one eligible request in the amount \$300. She requested that the Board approve a budget of \$900.

VOTED To approve a budget of \$900 to be awarded as travel grants for the remainder of calendar year 2013. All in favor, none opposed, none abstaining.

D. The Board discussed a budget for the Pioneer Valley All Day Singing. Shea noted that the PVADs is a low-cost event and it would be unusual not to recover all costs associated with it.

VOTED To approve the use of WMSHC funds to cover up front costs associated with the Pioneer Valley All Day Singing.

E. Other Business.

Shea noted that the travel grant information on the website has not yet been updated but that it is on her list of things to do.

Shea also noted that the money promised to the Lenox singing has been paid out and the Board's decision regarding the continued funding of the singing was communicated.

Andrews noted that no space for the Western Massachusetts Sacred Harp Convention has been identified. The 2014 convention locating committee has been working diligently, but no space considered so far has met all of the basic criteria required. She noted that it would be good to activate any and all connections that any member of the community may have in attempt to find a space.

Adjournment

There being no further business, President Shea adjourned the regular meeting of the Board of Directors at 9.42pm

Respectfully submitted,

Matthew Leger-Small
Clerk