



**MEETING OF THE BOARD OF DIRECTORS
January 23, 2019 - 3:30PM - 5:00PM - Dove of Peace Lutheran Church**

AGENDA

- I. Welcome (Clyde Kunz) 3:30 - 3:35
- II. **CONSENT AGENDA**, including: 3:35 - 3:45
 - a. Minutes of December 19, 2018 Meeting of the Board (2 pages)
 - b. Music Director's Report, January 2019
 - c. Audience Development Committee Report, January 8, 2019
 - d. Ticket Sales Report, January 16, 2019 (2 pages)
 - e. Fund Development Committee Report, January 3, 2019
 - f. Fund Development Summary Report, January 16, 2019
- III. **Finance Committee Report** (Mary Lou Forier) 3:45 - 4:00
 - a. November 2018 Statement of Financial Position
 - b. November 2018 P&L General Fund (2 pages)
 - c. July-November 2018 Income & Expense (2 pages)
 - d. **NOTE**: December 2018 financials to be presented at meeting
- IV. **New Business** 4:00 - 4:15
 - a. Tucson Festival of Books March 2-3, 2019 (Eve Shapiro)
 - b. Possibility of joining the Better Business Bureau (Clyde Kunz)
- V. **Generative Discussion** 4:00 - 5:00

At the September 2018 retreat, we adopted four strategic vision statements; none of them address education programs in any way, and several have suggested that educational programming be an important area of focus for us.

I've asked Eric to take a few minutes to talk about some of the educational programming directions which we might consider in True Concord's future. Please come with your ideas and be willing to discuss them!

NEXT MEETING OF THE BOARD OF DIRECTORS
Wednesday, February 27, 2019 (Wolfgang Amadeus Mozart's Birthday!)
3:30 - 5:00PM
Location: Dove of Peace Lutheran Church
65 W. Roller Coaster Rd., Tucson, AZ 85704

True Concord Voices & Orchestra
Minutes Board of Directors Meeting
December 19, 2018
La Paloma Country Club

The meeting was called to order at 3:30 pm by Clyde Kunz, chair.

Present: Clyde Kunz, Eric Holtan, Claire West, Sue Markovich, David Nix, Julia Pernet, Nancy March, Eve Shapiro, Mary Lou Forier, Josh Keeling

Excused: David Leege, Eloise Fredrickson, Andy Watson, Warren Beck, Andy Robson

Introductions and greeting, with Claire West, newest board member

Consent agenda:

Questions and discussion

- Audience Development – ticket presales and “sold out” issue with website. As discussed during the Audience Development Committee meeting: in early December, the website was found to have shown a “sold out” status for the Green Valley performance of Lessons & Carols. The issue was caught and corrected. It had to do with pre-sale tickets in Green Valley being “sold” in the system, while the actual sales are unknown. Josh has employed a way to avoid this situation in the future by clearing out pre-sale tickets and keeping in close communication with the True Friends about how their sales are going.

Ticket Sales Report

- Ticket Income budget for Lessons & Carols (\$34,000) was easily surpassed with total income around \$38,000.
- “Satellite” ticket sales in Green Valley played a significant part.

Ticket income for True Concord Goes Latin and Corinne Winters Recital is currently about \$10,000 shy of the budget (\$28,000), and is well on target to meet and surpass the goal.

Fund Development Report

End of Calendar Year Campaign – the amount raised is right on track with previous years, though # of gifts is slightly lower. The average gift keeps going up.

An E-blast with a second appeal for the End of Calendar Year Campaign will go out next week.

- The Board would like a copy of the EOCY letter.

Music Director’s Report (Eric Holtan)

On target with recording project:

True Concord will record carols in relatively new, unknown settings (i.e. Wexford Carol, etc.)

- 18-19 tracks to record.
- Most are world premiere recordings.
- Dale Warland advising on project.

- Peter Rutenberg producing (Producer of the Prayers & Remembrances CD)

Seeking to fill a part-time Office Assistant position

- Reaching out to local musicians.

Motion to approve the consent agenda passed.

II. Year End Financials (Mary Lou Forier)

For the 2017-18 year, a \$10,000 contingency was predicted, but we ended up with a ~\$2,500 surplus instead.

- Comments on positive numbers despite last year's challenges

Year-end financials approved as final.

Budget reporting shows broader categories (i.e. ticketing & marketing) rather than broken down into individual categories.

Discussion:

- The "Publicist" line seems low, but it is because of ProVentures' monthly billing process (rather than previous front-end loaded expenses)
- Profit & Loss by class – (shows General, Recording, and Event classes)
(The Event class will show up in December)

Class-based reporting helps with budgeting and getting an accurate picture of financial position.

We will be getting more up-to-date with daily transactions from PatronManager.

Motion to accept financial reports into minutes approved.

Board Holiday Social commenced after the meeting was adjourned.

Next meeting:

Wednesday, January 23, 2019

3:30 – 5:30 PM

Dove of Peace Lutheran Church

Music Director's Report

January, 2019

LESSONS AND CAROLS

We broke another record for attendance and ticket sales for Lessons and Carols and exceeding our goal of \$34,000 by almost \$4,000! It was gratifying to know that our Messiah project apparently did not eat into Lessons and Carols sales. The projects combined, we performed for nearly 2400 people in two weeks!

RECORDING PROJECT

The week went smoothly, thanks to everyone involved: Josh, Shawn, Naomi and board members hosting meals. Special credit goes to our host David Allen, music director of Pinnacle Presbyterian Church in Scottsdale. David organized all of the Scottsdale housing with his church members, and was on-site for nearly every hour of our 5 recording sessions, tending to our every need. They really rolled out the red carpet for us, and have welcomed us back to perform and record again.

Most importantly, I think we have something very special "in the can," as they say. Everyone sang and played with full hearts for the 16 hours we recorded. Peter Rutenberg, our brilliant producer, kept us at top form for every take, and was effusive himself about our execution and results. The next step is editing, which will occur over the next few months, including a trip for me to L.A. for final editing and mastering in April after our season closes. We'll also be in dialogue with Reference Recordings about them carrying and releasing it in time for Christmas.

TRUE CONCORD GOES LATIN!

As of this writing (Wednesday of concert week), we are ca. \$5,000 away from our ticket goal. If history is any indication, we should make it given our proximity to it at this point. The music has been a fun and rewarding challenge for that artists and me, as most of it was unknown to all of us. I think our audiences are in for fascinating experience with it. I'm hopeful that it will also spark more interested in Corinne Winter's solo recital, as we're not quite at a half house yet.

CONTRACTING FOR NEXT SEASON

This complicated and arduous process has begun. I have established priority hires for the season, and new this year, Shawn will be the primary contact in engaging the artists. (Josh will continue to process contracts.) Shawn and I have discussed various ways to streamline the hiring process and hold the artists to tighter deadlines for commitment, in order to ensure getting the best available artists in a timely manner. Similarly, Shawn is the primary contact with my priority venues for next season, with several already in place. With Shawn taking the lead on these, I expect dozens of hours will be freed up this calendar year for me to focus more on our long-term goals.

**True Concord Voices and Orchestra
Audience Development Committee
Jan 8, 2018 10 AM**

Present: Eve Shapiro, Chair
David Nix
Eric Holten (by phone)
Laurel Islas (ProVentures)
Debi Hunley (ProVentures)
Norma Gentry (ProVentures)
Josh Keeling, staff

- Meeting began at 10:10.
- Discussed David Leege's email with info about RetireArizona.org. Laurel will pursue. If free, will add the next few concerts, otherwise put in marketing plan for next year.
- Josh reported that 624 tickets have been sold to date, with many sales this week. We have sold \$20,000 worth of tickets and budget is \$28,000. Also 66 tickets to Corinne Winters sold. Plan is to do an email blasts with Laslo, Poetry Center list, Hispanic Chamber of Commerce, AzPM. Eric mentioned other ways to promote Corinne's concert as well. Discussed Desert Song Festival email blast and Laurel will check with George to see if that is planned.
- Will have bookmarks for next concerts available for board meeting in 2 weeks.
- Discussed promoting Mozart concert with Lauridsen who will be present for all concerts.
- Discussed Festival of Books participation. Will get volunteers at next Board meeting. Discussed having volunteers wear aprons with TC logo and have bookmarks with new season, if possible.
- Laurel will look into possibility of playing True Concord music at booth. Will also have people who sign up with emails enter a drawing for season tickets, individual tickets and CD's.
- George Hansen happy with our collaboration with Desert Song Festival.
- Laurel will try to set up a radio interview with Eric on week of next concert and possibly bringing Corinne Winters as well to publicize concert.
- Discussed ways to recruit more hosts. Suggested letter for Board members to send to their contacts. Also Josh will look into adding recruitment box to concert program page with hosts listed.
- New season will be rolled out in Feb with events in Green Valley on Feb 14 at La Posada and Tucson .on Feb. 16 at donor's home. Eric would like brochure at end on March, but small trifold to be available for these events.
- Discussed recording session this week going well.
- Meeting adjourned at 11:00.

Ticketing Summary Report
True Concord Goes Latin!

Ticket Type	Quantity	Buyer Price	Patron Tech		Net Total
			Fee	Fee	
Single Ticket Totals	263	7,869.46	868	-685.5	8,051.96
Friday, January 18, 2019 at 7:00 PM	53	1,443.40	161	-131.5	1,472.90
Saturday, January 19, 2019 at 7:30 PM	123	3,900.00	416.5	-324	3,992.50
Sunday, January 20, 2019 at 3:00 PM	87	2,526.06	290.5	-230	2,586.56
Fulfilled Subscription Totals	443	15,205.07	0	0	15,205.07
Friday, January 18, 2019 at 7:00 PM	135	4,044.95	0	0	4,044.95
Saturday, January 19, 2019 at 7:30 PM	167	5,834.35	0	0	5,834.35
Sunday, January 20, 2019 at 3:00 PM	141	5,325.77	0	0	5,325.77
Comp Totals	66	0	0	0	0
Friday, January 18, 2019 at 7:00 PM	31	0	0	0	0
Saturday, January 19, 2019 at 7:30 PM	16	0	0	0	0
Sunday, January 20, 2019 at 3:00 PM	19	0	0	0	0
TOTALS	772	23,074.53	868	-685.5	23,257.03

Corinne Winters Solo Recital

Ticket Type	Quantity	Buyer Price	Patron Tech		Net Total
			Fee	Fee	
Single Ticket Totals	71	1,499.00	112	-118	1,493.00
Tuesday, January 22, 2019 at 7:00 PM	71	1,499.00	112	-118	1,493.00
TOTALS	71	1,499.00	112	-118	1,493.00

JANUARY TOTALS	843	24,573.53	980	-803.5	24,750.03
Budget:		\$ 28,000.00			
% over/under budget:					-12%

Bach St. Matthew Passion

Ticket Type	Quantity	Buyer Price	Fee	Patron Tech Fee	Net Total
Single Ticket Totals	114	3,502.00	399	-296.5	3,604.50
Friday, February 22, 2019 at 7:00 PM	18	525	63	-47.5	540.5
Saturday, February 23, 2019 at 7:30 PM	47	1,580.00	164.5	-128.5	1,616.00
Sunday, February 24, 2019 at 3:00 PM	49	1,397.00	171.5	-120.5	1,448.00
Fulfilled Subscription Totals	520	17,449.47	0	0	17,449.47
Friday, February 22, 2019 at 7:00 PM	149	4,437.90	0	0	4,437.90
Saturday, February 23, 2019 at 7:30 PM	194	6,541.82	0	0	6,541.82
Sunday, February 24, 2019 at 3:00 PM	177	6,469.75	0	0	6,469.75
Comp Totals	39	0	0	0	0
Friday, February 22, 2019 at 7:00 PM	31	0	0	0	0
Saturday, February 23, 2019 at 7:30 PM	6	0	0	0	0
Sunday, February 24, 2019 at 3:00 PM	2	0	0	0	0
TOTALS	673	20,951.47	399	-296.5	21,053.97
Budget:		\$ 60,000.00			
% over/under budget:					-65%

Mozart Requiem

Ticket Type	Quantity	Buyer Price	Fee	Patron Tech Fee	Net Total
Single Ticket Totals	102	3,262.50	357	-271.5	3,348.00
Friday, March 29, 2019 at 7:00 PM	13	415	45.5	-33	427.5
Saturday, March 30, 2019 at 7:30 PM	52	1,637.50	182	-141.5	1,678.00
Sunday, March 31, 2019 at 3:00 PM	37	1,210.00	129.5	-97	1,242.50
Fulfilled Subscription Totals	512	17,617.41	0	0	17,617.41
Friday, March 29, 2019 at 7:00 PM	148	4,546.25	0	0	4,546.25
Saturday, March 30, 2019 at 7:30 PM	200	6,822.56	0	0	6,822.56
Sunday, March 31, 2019 at 3:00 PM	164	6,248.60	0	0	6,248.60
Comp Totals	32	0.00	0	0	0.00
Friday, March 29, 2019 at 7:00 PM	31	0	0	0	0
Sunday, March 31, 2019 at 3:00 PM	1	0	0	0	0
TOTALS	646	20,879.91	357	-271.5	20,965.41
Budget:		\$ 50,000.00			
% over/under budget:					-58%

**True Concord Voices and Orchestra
Fund Development Committee
January 3, 2019 4:00PM**

Present: Clyde Kunz, Chair
Sue Markovich
Andy Watson
Pat Bjorhovde
Eric Holtan
Joshua Keeling

Fund Development Report

We discussed the most current fund development report (attached, for 2018 calendar year-end) which indicates that – halfway through the fiscal year – we indicate that we are at 68% of budgeted development goals for the year, and approximately \$20,000 in committed dollars ahead of where we were last year at this time. We do, however, have an increased fund development goal of about \$50,000 for the year, so we need to remain watchful.

There was some moderate concern expressed about the results of the year-end appeal (sent at Thanksgiving). Through 1/16/19, the number of gifts received was lower than last year (83 gifts v. 93 by the same date last year). The average dollar size of the gifts remains fairly constant, however, at \$225 per gift.

We discussed some of the possible reasons for the decline. Eric pointed out that some of the people who have in the past given to the year-end campaign, have now become concert or performance sponsors, which takes them off the End of Year campaign report. It was suggested that some may not be giving due to changes in the tax law that preclude many from itemizing deductions. Committee members pledged to call those who gave last year, but have not yet done so in the current campaign, and Josh and Eric were asked to prepare a report identifying those who need such calls.

All that said, those who have made gifts to the year-end campaign are receiving thank-you calls from board members, a procedure we began a few years ago, and which continues. Donors seem to appreciate the personal thank you.

Donor Events

2019-20 Season announcement events for our Circles members have been scheduled:

- Thursday, February 14, 2019 at La Posada in Green Valley (Clyde will confirm the date with Paul Loomins, La Posada's Director of Marketing)
- Saturday, February 16, 2019 at the home of Charlotte Hansen in Tucson (Eric will re-confirm with Charlotte, and Sue will work with Charlotte directly on the planning of the event).

Upcoming Meetings

The next meetings of the Fund Development Committee will be held: February 7th, and March 7th at 4PM at Dove of Peace.

Fund Development Report
1/16/2019

Totals as of 1/16/2019:

Fund	Committed	Received	Budget	% of Budget Committed	% of Budget Received	Last FY Committed to Date	% Change this FY: Committed	Last FY Received to Date	% Change this FY: Received
Board Gifts	\$ 79,135.04	\$ 37,389.61	\$ 90,000.00	88%	42%	\$ 81,310.16	-3%	\$ 60,560.16	-38%
Individual Gifts	\$ 123,897.05	\$ 120,777.05	\$ 228,000.00	54%	53%	\$ 108,667.52	+14%	\$ 106,167.52	+14%
Corporations	\$ 7,114.80	\$ 64.80	\$ 12,000.00	59%	1%	\$ 12.77 *		\$ 12.77 *	
Foundations	\$ 16,500.00	\$ 16,500.00	\$ 22,000.00	75%	75%	\$ 22,500.00	-27%	\$ 22,500.00	-27%
Government	\$ 42,000.00	\$ 20,000.00	\$ 38,000.00	111%	53%	\$ 27,000.00	+56%	\$ 17,000.00	+18%
Total:	\$268,646.89	\$194,731.46	\$390,000.00	69%	50%	\$ 239,490.45	+12%	\$ 206,240.45	-6%

2018 End of Calendar Campaign Report
End of Calendar Year Campaign 2018

	1/16/2019	as of:	1/16/2018	as of:	1/16/2017
# of Gifts:	87	# of Gifts:	91	# of Gifts:	82
Total Raised:	\$19,880.50	Total Raised:	\$ 21,981.00	Total Raised:	\$ 15,095.00
Average Gift:	\$225.91	Average Gift:	\$ 241.55	Average Gift:	\$ 184.09
Total FY18		Total FY17		Total FY16	
# of Gifts:	103	# of Gifts:	103	# of Gifts:	88
Total Raised:	\$ 24,481.00	Total Raised:	\$ 24,481.00	Total Raised:	\$ 17,781.20
Average Gift:	\$ 237.68	Average Gift:	\$ 237.68	Average Gift:	\$ 202.06

True Concord Voices & Orchestra
Statement of Financial Position - All Accounts

01/16/19

Accrual Basis

As of November 30, 2018

	Nov 30, 18	Nov 30, 17	\$ Change	% Change
ASSETS				
Current Assets				
Checking/Savings				
1000 · WF Checking (8299)	80,582	249,989	(169,407)	(68)%
1001 · WF Savings (3739)	502	502	0	0%
1005 · WF Brokerage Acct (2690)	84,545	22,706	61,840	272%
Total Checking/Savings	165,630	273,197	(107,567)	(39)%
Accounts Receivable				
1100 · Accounts Receivable	123,966	95,870	28,096	29%
Total Accounts Receivable	123,966	95,870	28,096	29%
Other Current Assets				
1200 · Prepaid Expenses (Future Season Expenses)	3,151	(5,000)	8,151	163%
Total Other Current Assets	3,151	(5,000)	8,151	163%
Total Current Assets	292,747	364,067	(71,320)	(20)%
TOTAL ASSETS	292,747	364,067	(71,320)	(20)%
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Other Current Liabilities				
24000 · Payroll Liabilities	103	15	88	584%
2500 · Deferred Income (Future Season Income)	7,223	10,725	(3,502)	(33)%
Total Other Current Liabilities	7,327	10,740	(3,413)	(32)%
Total Current Liabilities	7,327	10,740	(3,413)	(32)%
Total Liabilities	7,327	10,740	(3,413)	(32)%
Equity				
32000 · Unrestricted Net Assets	51,901	49,032	2,869	6%
33000 · Temporarily Restricted	175,000	200,000	(25,000)	(13)%
34000 · Permanently Restricted (Endowment Account)	500	500	0	0%
Net Income	58,019	103,795	(45,776)	(44)%
Total Equity	285,420	353,327	(67,907)	(19)%
TOTAL LIABILITIES & EQUITY	292,747	364,067	(71,320)	(20)%

True Concord Voices & Orchestra
Profit & Loss Prev Year Comparison - General Fund
July through November 2018

	Jul - Nov 18	Jul - Nov 17	\$ Change
Ordinary Income/Expense			
Income			
5509 · Ticket Sales	121,125.05	112,441.25	8,683.80
Gifts			
4000 · Board Gifts	75,560.04	73,000.16	2,559.88
4100 · Individual Gifts	93,814.65	64,208.98	29,605.67
4500 · Corporate Gifts	3,517.85	12.77	3,505.08
Total Gifts	172,892.54	137,221.91	35,670.63
Grants			
4525 · Government Grants	37,000.00	22,000.00	15,000.00
4540 · Foundation Grants	16,500.00	22,500.00	-6,000.00
Total Grants	53,500.00	44,500.00	9,000.00
Misc. Income			
4750 · CD Sales	-194.70	132.34	-327.04
4755 · Special Event Income	0.00	15.00	-15.00
4760 · Miscellaneous Income	49.45	369.25	-319.80
4765 · Program Ad Income	0.00	550.00	-550.00
4785 · Ticket Handling Chg	4,809.50	1,637.93	3,171.57
4940 · Realized Gains - Losses	211.69	-112.38	324.07
4780 · Brokerage Acct Interest	0.00	0.62	-0.62
4770 · Interest Income	36.29	0.00	36.29
Misc. Income - Other	0.00	310.00	-310.00
Total Misc. Income	4,912.23	2,902.76	2,009.47
Total Income	352,429.82	297,065.92	55,363.90
Expense			
Personnel Admin.			
6010 · Managing Director	14,320.16	15,750.00	-1,429.84
6020 · Operations Associate	26,863.35	4,627.00	22,236.35
6025 · Payroll Expenses	1,829.12	1,560.35	268.77
6030 · Assistant Music Director	200.00	0.00	200.00
Total Personnel Admin.	43,212.63	21,937.35	21,275.28
Concert Production			
7040 · Recording	0.00	88.77	-88.77
7050 · Music	4,532.09	281.94	4,250.15
7060 · Misc Concert Costs	7,220.38	259.73	6,960.65
7070 · Venue Rental	6,765.45	940.00	5,825.45
7075 · Productions Logistics Coor	1,050.00	420.00	630.00
7080 · Transportation	3,150.91	747.23	2,403.68
7085 · Housing Coordinator	800.00	0.00	800.00
7260 · Tickets	1,779.61	1,876.56	-96.95
Total Concert Production	25,298.44	4,614.23	20,684.21
Personnel Artistic			
6040 · Founding Music Director	27,000.00	15,000.00	12,000.00
6050 · Singers	86,836.00	0.00	86,836.00
6060 · Instrumentalists	26,918.00	0.00	26,918.00
6070 · Rehearsal Accmpn	840.00	300.00	540.00
6075 · Special Guest Artists	18,565.78	0.00	18,565.78
6110 · Commission	1,750.00	12,500.00	-10,750.00
Total Personnel Artistic	161,909.78	27,800.00	134,109.78

True Concord Voices & Orchestra
Profit & Loss Prev Year Comparison - General Fund
 July through November 2018

	Jul - Nov 18	Jul - Nov 17	\$ Change
Marketing			
7210 · Pre-Season Brochure	1,757.18	3,156.35	-1,399.17
7225 · Season Brochure	8,270.01	4,463.50	3,806.51
7240 · Direct Marketing	801.49	4,555.32	-3,753.83
7265 · Marketing Postage	3,621.27	3,424.07	197.20
7285 · Constant Contact Software	326.12	323.39	2.73
7305 · Mailing Prep/Purchase	5,777.78	2,200.06	3,577.72
7310 · Publicist	5,790.00	8,561.25	-2,771.25
7312 · Website Design	3,026.44	1,999.86	1,026.58
7315 · Advertising	6,742.00	6,321.14	420.86
7320 · Other Marketing Expense	1,612.14	2,339.04	-726.90
7321 · Design	30.00	0.00	30.00
7328 · Composer Competition	0.00	429.54	-429.54
Total Marketing	37,754.43	37,773.52	-19.09
Fund Development			
7410 · Stationery	219.99	0.00	219.99
7420 · Fund Dev Postage	0.00	260.47	-260.47
7425 · Gift Works DB Support	299.52	375.12	-75.60
7430 · Donor Receptions	1,792.55	0.00	1,792.55
7435 · Donor Relations	1,410.97	1,358.59	52.38
Total Fund Development	3,723.03	1,994.18	1,728.85
Administration			
7520 · PO Box Rental	82.00	85.00	-3.00
7535 · Admin Postage	619.68	240.30	379.38
7545 · CC Processing Fees	4,943.75	942.50	4,001.25
7546 · Online Transaction Costs	5.97	877.97	-872.00
7550 · Website Maintenance	1,047.05	531.63	515.42
7560 · Computer Hdw/Support	3,215.33	1,015.00	2,200.33
7565 · Payroll Service	44.00	697.14	-653.14
7580 · Board Professional Development	97.02	4.23	92.79
7581 · Other Admin	220.60	154.41	66.19
7585 · Phone	633.21	483.06	150.15
7590 · Insurance	2,102.00	2,675.04	-573.04
7605 · Chorus America Membership	1,400.00	985.00	415.00
7615 · ASCAP Membership/Royalties	256.40	0.00	256.40
7620 · Office Supplies/Copies	297.10	624.27	-327.17
7622 · Stationery	192.18	212.09	-19.91
7625 · Regulatory Business Fees	11.70	0.00	11.70
Total Administration	15,167.99	9,527.64	5,640.35
Facilities			
7120 · Office Space	2,400.00	1,200.00	1,200.00
Total Facilities	2,400.00	1,200.00	1,200.00
66900 · Reconciliation Discrepancies	0.01	0.00	0.01
Total Expense	289,466.31	104,846.92	184,619.39
Net Ordinary Income	62,963.51	192,219.00	-129,255.49
Net Income	62,963.51	192,219.00	-129,255.49

True Concord Voices & Orchestra
Statement of Financial Income and Expense
 July through November 2018

	Events	General	Recording	TOTAL
Ordinary Income/Expense				
Income				
5509 · Ticket Sales	0.00	121,125.05	0.00	121,125.05
Gifts				
4000 · Board Gifts	0.00	75,560.04	0.00	75,560.04
4100 · Individual Gifts	0.00	93,814.65	0.00	93,814.65
4500 · Corporate Gifts	0.00	3,517.85	0.00	3,517.85
Total Gifts	0.00	172,892.54	0.00	172,892.54
Grants				
4525 · Government Grants	0.00	37,000.00	0.00	37,000.00
4540 · Foundation Grants	0.00	16,500.00	0.00	16,500.00
Total Grants	0.00	53,500.00	0.00	53,500.00
Misc. Income				
4750 · CD Sales	0.00	-194.70	0.00	-194.70
4760 · Miscellaneous Income	0.00	49.45	0.00	49.45
4785 · Ticket Handling Chg	0.00	4,809.50	0.00	4,809.50
4940 · Realized Gains - Losses	0.00	211.69	0.00	211.69
4770 · Interest Income	0.00	36.29	0.00	36.29
Total Misc. Income	0.00	4,912.23	0.00	4,912.23
Total Income	0.00	352,429.82	0.00	352,429.82
Expense				
Personnel Admin.				
6010 · Managing Director	0.00	14,320.16	0.00	14,320.16
6020 · Operations Associate	0.00	26,863.35	0.00	26,863.35
6025 · Payroll Expenses	0.00	1,829.12	0.00	1,829.12
6030 · Assistant Music Director	0.00	200.00	0.00	200.00
Total Personnel Admin.	0.00	43,212.63	0.00	43,212.63
Concert Production				
7040 · Recording	0.00	0.00	3,000.00	3,000.00
7050 · Music	83.46	4,532.09	600.45	5,216.00
7060 · Misc Concert Costs	0.00	7,220.38	0.00	7,220.38
7070 · Venue Rental	0.00	6,765.45	0.00	6,765.45
7072 · CD Recording Incidentals	0.00	0.00	1,260.72	1,260.72
7075 · Productions Logistics Coord	0.00	1,050.00	0.00	1,050.00
7080 · Transportation	0.00	3,150.91	0.00	3,150.91
7085 · Housing Coordinator	0.00	800.00	0.00	800.00
7260 · Tickets	0.00	1,779.61	0.00	1,779.61
Total Concert Production	83.46	25,298.44	4,861.17	30,243.07
Personnel Artistic				
6040 · Founding Music Director	0.00	27,000.00	0.00	27,000.00
6050 · Singers	0.00	86,836.00	0.00	86,836.00
6060 · Instrumentalists	0.00	26,918.00	0.00	26,918.00
6070 · Rehearsal Accompanist	0.00	840.00	0.00	840.00
6075 · Special Guest Artists	0.00	18,565.78	0.00	18,565.78
6110 · Commission	0.00	1,750.00	0.00	1,750.00
Total Personnel Artistic	0.00	161,909.78	0.00	161,909.78

True Concord Voices & Orchestra Statement of Financial Income and Expense

July through November 2018

	Events	General	Recording	TOTAL
Marketing				
7210 · Pre-Season Brochure	0.00	1,757.18	0.00	1,757.18
7225 · Season Brochure	0.00	8,270.01	0.00	8,270.01
7240 · Direct Marketing	0.00	801.49	0.00	801.49
7265 · Marketing Postage	0.00	3,621.27	0.00	3,621.27
7285 · Constant Contact Software	0.00	326.12	0.00	326.12
7305 · Mailing Prep/Purchase	0.00	5,777.78	0.00	5,777.78
7310 · Publicist	0.00	5,790.00	0.00	5,790.00
7312 · Website Design	0.00	3,026.44	0.00	3,026.44
7315 · Advertising	0.00	6,742.00	0.00	6,742.00
7320 · Other Marketing Expense	0.00	1,612.14	0.00	1,612.14
7321 · Design	0.00	30.00	0.00	30.00
Total Marketing	0.00	37,754.43	0.00	37,754.43
Fund Development				
7410 · Stationery	0.00	219.99	0.00	219.99
7425 · Gift Works DB Support	0.00	299.52	0.00	299.52
7430 · Donor Receptions	0.00	1,792.55	0.00	1,792.55
7435 · Donor Relations	0.00	1,410.97	0.00	1,410.97
Total Fund Development	0.00	3,723.03	0.00	3,723.03
Administration				
7520 · PO Box Rental	0.00	82.00	0.00	82.00
7535 · Admin Postage	0.00	619.68	0.00	619.68
7545 · CC Processing Fees	0.00	4,943.75	0.00	4,943.75
7546 · Online Transaction Costs	0.00	5.97	0.00	5.97
7550 · Website Maintenance	0.00	1,047.05	0.00	1,047.05
7560 · Computer Hdw/Support	0.00	3,215.33	0.00	3,215.33
7565 · Payroll Service	0.00	44.00	0.00	44.00
7580 · Board Professional Development	0.00	97.02	0.00	97.02
7581 · Other Admin	0.00	220.60	0.00	220.60
7585 · Phone	0.00	633.21	0.00	633.21
7590 · Insurance	0.00	2,102.00	0.00	2,102.00
7605 · Chorus America Membership	0.00	1,400.00	0.00	1,400.00
7615 · ASCAP Membership/Royalties	0.00	256.40	0.00	256.40
7620 · Office Supplies/Copies	0.00	297.10	0.00	297.10
7622 · Stationery	0.00	192.18	0.00	192.18
7625 · Regulatory Business Fees	0.00	11.70	0.00	11.70
Total Administration	0.00	15,167.99	0.00	15,167.99
Facilities				
7120 · Office Space	0.00	2,400.00	0.00	2,400.00
Total Facilities	0.00	2,400.00	0.00	2,400.00
66900 · Reconciliation Discrepancies	0.00	0.01	0.00	0.01
Total Expense	83.46	289,466.31	4,861.17	294,410.94
Net Ordinary Income	-83.46	62,963.51	-4,861.17	58,018.88
Net Income	-83.46	62,963.51	-4,861.17	58,018.88