

OXFORD
CIVIC CHORUS

ANNUAL REPORT
2017-2018

JULY 1, 2018

This report and the following pages summarize the activities of the Oxford Civic Chorus for June 30, 2017 - July 1, 2018. The OCC Board, committee chairs, and members had a very productive year as is evident in the following annual reports.

REPORT BY THE PRESIDENT

The 2017-2018 season was a significant year of growth and change for OCC with several long time board members rotating off and seven new board members joining.

The board worked diligently to elevate the professionalism of the organization by upgrading our accounting methods, compiling a comprehensive Policy and Procedure Manual, completing a Strategic Plan and rebranding, offering two concerts for our community which were both well received. We also provided a weekly opportunity for our members to develop and flourish as singers. Friendships amongst our members also deepened through various social gatherings and more opportunity to visit at rehearsals.

Additionally, the music selection for the spring concert was more challenging for our members, offering them opportunity for growth in musicality. An ensemble and an intern also provided new opportunities for our members. In June of 2018, the board implemented a summer singing workshop that served those seeking to expand their musical knowledge as well as offer an affordable avenue for musical engagement for community members.

Unquestionably, the strength of the organization lies in the committed leadership and creativity of our board and the strong communication between the Artistic Director, Accompanist and Board Officers. The groundwork has been laid for significant growth next season as we begin the implementation of our Strategic Plan and commemorate our 20th anniversary.

Respectfully submitted,

Stephanie Young, Board President

REPORT BY THE ARTISTIC DIRECTOR

This year the Oxford Civic Chorus performed two amazing concerts. The fall concert was a holiday concert on Sunday December 10th at 3:00 PM in Nutt Auditorium and was very well attended. After the concert members of the board organized an outdoor reception with hot chocolate, coffee, cookies, and other treats for our concert goers to socialize with each other and members of the chorus after the concert. Works performed:

- “Hark! The Herald Angels Sing” by Dan Forrest
- “In the Bleak Midwinter” by Mark Brymer (SSA)
- “I Heard the Bells on Christmas Day” by Audrey Snyder
- “Angel’s Carol” by John Rutter
- “Ave Maria” by Javier Busto
- “O Lux Beatissima” by Howard Helvey
- “The Very Best Time of Year” by John Rutter
- “And the Glory of the Lord” from *Messiah* by G.F. Handel
- “Hallelujah Chorus” from *Messiah* by G.F. Handel
- “The Twelve Days After Christmas” by Frederick Silver
- “Stars I Shall Find” by Victor C. Johnson (TTB)
- “Christmas Day” by Gustav Holst
- “Glow” by Eric Whitacre
- “A Garland of Carols” by Linda Spevacheck

Our spring concert was held on Monday May 7th at 7:00 PM also in Nutt Auditorium. We performed music from around the world. Countries featured included: England, South Africa, Spain, America, Korea, Germany, France, Australian and more. We had members of the Oxford community who are from these countries provide a narration about the song and their countries’ culture. Works performed:

- “Verleih uns Frieden” by Felix Mendelssohn (Germany)
- “Cantique de Jean de Racine” by Gabriel Faure (France)
- “Salmo 150” by Erni Aquiar (Brazil)
- “The Lake Isle” by Ola Gjeilo (Ireland)
- “Shosholozza” by Albert Pinsonneault (South Africa)
- “Ngana” by Stephen Leek (Australia)
- “Kuimba” by Victor C. Johnson
- “Two Hungarian Folk Songs” by Bela Bartok (Hungary)
- “Arirang” by Robert Decormier (Korea)
- “Ritmo” by Dan Davidson (Spain)
- “Will the Circle Be Unbroken” by J. David Moore (USA)
- “5 Hebrew Love Songs” by Eric Whitacre (Israel)

We also participated in several smaller performances. On November 24th, the chorus sang Christmas carols on the city hall steps for the City of Oxford’s Christmas tree lighting ceremony. On December 9th we sang Christmas carols for the gingerbread house exhibit at the Ford Center. On December 18th the chorus sang at the Veteran’s Home.

This year we saw an increase in membership and an increase in overall morale of the group. We had incredible leadership from our board of directors, and nothing could have happened without our accompanist, Dr. A. Steven Taranto.

Respectfully Submitted,

W. Thomas Ardrey
Artistic Director, Oxford Civic Chorus

BOARD MEMBERS 2017-2018

Board member	Board Position	Date Began	Date Vacated	Committee Chair
Stephanie Young	President	Fall 2017	Current	Fundraising Committee Development Committee
Eileen Saunders	President/Vice President	Fall 2015	February 2018	Fundraising Committee
Michelle Warren	Librarian		June 30, 2018	
Wendy McCain	Treasurer	Fall 2015	January 2018	
Debra Anderson	Publicist	Fall 2012	June 30, 2018	Publicity Committee
Carol Flynn	Secretary	Fall 2017	Current	
Laura Sheppardson	Membership Secretary/ Treasurer	Fall 2017	Current (Treasurer)	Finance Committee
Travis Saunders	Member at Large	Fall 2017	February 2018	
Dawn Bullion	Member at Large	Fall 2017	Fall 2017	
Sarah Baker	Historian	Fall 2017	Current	
Christy McClurg	Member at Large	Fall 2017	June 30, 2018	Social Committee
Victor Smith	Member at Large	Fall 2017	Current	Nomination Committee
Liz McIntyre	Publicist	Fall 2018	Current	Publicity Committee
Steve Jordahl	Member at Large	Fall 2017	Current	
Kerri Green	Membership Secretary	Fall 2018	Current	
Lisa Holben	Member at Large	Fall 2018	Current	
Hubert Spears	Member at Large	Fall 2018	Current	
LaChelle Dyminski	Member at Large	Fall 2018	Current	
Thomas Ardery	Artistic Director	Fall 2015	Current	ex officio
Steven Taranto	Accompanist	Fall 2015	Current	ex officio

MEMBERSHIP NUMBERS

FALL MEMBERSHIP 45 SINGERS 2 NON-SINGING MEMBERS

SPRING MEMBERSHIP 42 SINGERS 2 NON-SINGING MEMBERS

LIST OF ACCOMPLISHMENTS

President:

- Created Board Member notebook
- Appointed Laura Sheppardson Treasurer upon the resignation of Wendy McCain
- Appointed Victor Smith Nomination Chair
- Conducted Survey of the Membership
- Conducted two Corporate meetings
- Trained all incoming board members
- Facilitated Board Evaluation
- Facilitated Board Planning Retreat
- Met with North Mississippi Symphony Orchestra about future partnership
- Met with Yoknapatawpha Arts Council director about future partnerships
- Secured contracts for Artistic Director and Accompanist
- Worked with graphic designer to create art work for our events
- Secured ticket contract with Ford Center
- Secured ushers for spring concert

General Board and Various ad hoc Committees:

- Completed a comprehensive Strategic Plan
- Formulated our Core Values
- Reworked our Mission Statement
- Completed a comprehensive Policy and Procedure Manual
- Recruited 7 new board members
- Hosted a Reception for our patrons at our Holiday concert (fall)
- Completed a passport themed program with concert notes (spring)
- Partnered with various community members from around the world who gave song introductions (spring)
- Successfully planned a summer program for singers
- Acquired Liability insurance

- Bonded the President and Treasurer
- Insured our music assets
- Purchased ASCAP license for performing
- Raised Artistic Director's Salary and Accompanist stipend
- Added an ensemble
- Added an intern
- Made formal acknowledgment of all donations
- Secured a storage unit in which music is stored
- Updated music library to ensure copyright compliance
- Hosted a summer singing workshop for members and the community with approximately 30 attending.

Budget Committee/Treasurer

- Updated all our record keeping to QuickBooks
- Compiled monthly budget reports and presented them at meetings
- Secured an accountant for future advising
- Completed a year end report
- Prepared a budget for the 2018-2019 season
- Filed with the Secretary of State
- Filed all Taxes

Fundraising Committee

- Applied for and received 2 grants \$500/each (YAC)
- Acquired song sponsorships resulting in \$1400
- Completed a letter campaign
- Organized 4 Music to your Mouth events
- Participated in Food Truck Wars
- Participated in Powerhouse Oxford Day for Art

Marketing Committee

- Updated website
- Increased Social Media Presence
- Created an OCC banner to have for events
- Created Mail Chimp and building email list

Concert Reports

- Fall Concert: *A Garland of Carols* Sunday, December 9th. 3:00. Attendance: 244
- Spring: Concert: *A Journey through Song*. May 8th 7:00. Attendance: 127

Other Choir Events

- Held two end of semester celebrations
- Caroled at the Veteran's Home
- Caroled at the Oxford Christmas Tree lighting on the Square
- Caroled at the Santa event at the Ford Center

BY-LAWS CHANGES

Changes entered September 2017

Article I, Section 1

Change “Oxford Civic Chorus” to “Oxford Civic Chorus, Inc.” to match the Corporation’s legal name.

Article III, Section 4

Strike “or by proxy” and the final sentence of the paragraph to ensure notification to all members, not just singing members since some corporate members are not singers.

Article IV,

Sections 1

Change minimum number of board members from “eleven (11)” to “nine (9)”.

Change “shall be comprised of” to “shall comprise.” (Grammatical correction)

Change “and the Music Director who shall serve *ex officio* as a non-voting member of the Board.”

To “the Music Director, who shall serve *ex officio* as a non-voting member of the Board; and the Accompanist, who shall at the discretion of the Music Director serve *ex-officio* as a non-voting member of the Board.

Section 2

Strike: “*The Music Director shall serve ex officio as a non-voting member of the board.*”

Revise as follows.

On or before July 1st of each year, the Board of Directors shall select and designate a Music Director who shall have the responsibility, under the general direction of the Board, for all of the musical activities of the Corporation for the coming season. The Music Director shall submit all proposed programs to the Board for its approval as to programmatic and financial feasibility. The Music Director shall select an Accompanist to present for board approval. The Music Director and Accompanist shall be contract employees for the Oxford Civic Chorus.

Article VI

Section 3

Change “in a book provided for the purpose” to
“in a book provided for the purpose and by electronic means”

Section 6

Add “The Publicist shall serve *ex officio* as chair of the Publicity Committee.”

Section 8

Strike “preferably in the form of a scrapbook”

Article VIII

Insert the following, with appropriate re-numbering of the subsequent sections.

5. PUBLICITY and MARKETING COMMITTEE

Under the guidance of the Corporation Publicist as chair, the general duties of the Publicity and Marketing Committee shall be: plan and implement marketing strategies for soliciting new board members, singers, and new-member applications for each semester; advertise for each performance; maintain active relationships with all local media outlets and supply them with content about OCC; manage the OCC website and social media; perform other duties as may be assigned by the Board or the Board President.

2017-2018 ANNUAL BUDGET REVIEW AND SUMMARY

see attachment