

Victorian Lyric Opera Company Board of Directors Committee Structure

The Board of Directors is responsible for establishing and executing a strategic plan, which is reviewed and adjusted biannually, and evaluating its progress and results.

All members of the Board lead or serve on various standing committees which are responsible for the day-to-day management of the organization. The committees are overseen by the Executive Committee, comprised of the President, Vice-President, Secretary, and Treasurer. The standing committees are divided into two categories: technical and management. There are also ad hoc committees or task forces created to address needs outside of the standing committee purview. The technical committees are Artistic, Production, and Forgotten Opera Company. Management committees are Development, Education/Community Engagement, Finance, Marketing, and Membership. Taken together, the committees are responsible for building organizational capacity while the artistic team for each show is responsible for staging the performance.

Ad Hoc

Diversity, Equity & Expansion

Challenge institutional norms to disrupt a traditionally white art form

1. Create and implement anti-racist practices and policies
2. Implement and publish anti-discrimination policies and reporting procedures
3. Recruit and retain members from non-traditional communities
4. Share our performances with the variety of populations and identities in Rockville and Montgomery County

Technical Committees

Artistic

Responsible for selecting artistic staff, recommending future programming, and orchestral liaising.

1. Plan each season and hire seasonal production staff
2. Continue to present a mix of well-known and lesser-known light operas, maintaining an emphasis on Gilbert & Sullivan (one or two G&S operas per year).
3. Broaden our director pool, both for stage and music
4. Recruit artistic staff per production
5. Support Rockville civic activities by organizing performing groups for annual and ad hoc events (e.g. Hometown Holidays, July 4th, 9/11 Memorial and Civic Center Holiday Celebration, Glenview Carols)

Production

Responsible for provision of sets, props, and costumes

1. Oversee and ensure the high quality of set design and creation, costumes, and props
2. Manage production costs through reuse of materials, props, and costumes
3. Maintain building and storage space in the City of Rockville's Recreational Services Complex

4. Assist production staff in identifying, hiring, and supporting technical staff for each production

Forgotten Opera Company (FOC)

Present contemporary translations/interpretations of classic operas as well as modern and new works

1. Reinvigorate the FOC brand
2. Plan for one staged production and one concert per year

Management Committees

Development

Responsible for raising donations from individual and institutional donors

1. Research and apply for government and private foundation arts support grants and manage grant reporting requirements
2. Coordinate VLOC's participation in individual giving crowdfunding campaigns
3. Analyze and report on audience survey data

Education/Community Engagement

Inspire conversation and engagement to complement VLOC productions; develop younger audience

1. Continue current offerings - Lectures, Community Matinees including for each production
2. Explore outreach to schools to recruit students for productions
3. Present opera for children
4. Partner with other local arts and culture organizations for mutually beneficial endeavors
5. Digital community engagement

Finance

Ensure proper stewardship of company resources and comply with grant requirements

1. Develop and review annual budget – review income and expenses
2. Develop long-range financial plan
3. Create and oversee company endowment
4. Develop and maintain stipends for independently contracted positions (single-show and ongoing)
5. Establish company Conflict of Interest Policy and update as needed

Marketing

Amplify our brand through various media to grow our audience

1. Develop a marketing plan to increase and diversify audience and membership, including but not limited to youth and seniors.
2. Manage part-time Marketing & Development Coordinator to execute seasonal marketing plan
3. Involve company membership in marketing VLOC activities
4. Gather audience data
5. Increase video postings of performances

Membership

Recruit and retain members of VLOC, manage Board membership

1. Keep member informed of company activities through social media and e-mail messaging
2. Recruit membership for ad hoc performance opportunities and ‘traveling’ presentations
3. Explore social events for members