

**Kansas City, MO Chapter
of the Barbershop Harmony Society
Minutes for February , 2014 Board of Directors Meeting**
Meeting Location: St Thomas More Catholic Church, 118th & Holmes, Kansas City, MO
Scheduled start time: 6:00PM

Board Members:

Present: John Erwine, Jim Porter, Marlin Weidler, Kent Miller, Vince Perry, Carter Combs, Jerry Meier, Ray Young, Mike Schumacher, Barry Sanders, Denny Briley, Harvey Shapiro

Absent:

Quorum present? Yes

Others Present: None

Proceedings:

1. *Meeting called to order* at 6:08 p.m. by President John Erwine.
2. *January 2014 Meeting minutes* by Secretary, Marlin Weidler
 - Minutes were reviewed
 - Suggestion to put out on members only site for chapter to see and Vince will put on website
 - Typo error noted
 - Discussed Restricted and Unrestricted funds – the latter being Members Funds – this was brought up in the Leadership Academy that they do have to be separated and you can move from Unrestricted to Restricted but you and not do it from Restricted to Unrestricted
 - Motion to approve and second
 - Approved as Amended
3. *January 2014 Finance report* by Treasurer, Jim Porter.
 - Unrestricted = 5,151.30 Restricted = 10,675.88
 - The finance report submitted for January 2014 was reviewed
 - Denny Briley moved and Barry Sanders Second and Accepted as submitted
4. Vice Presidents' Reports
 - A. *Marketing/Public Relations report* by Marketing V.P. Ray Young:
 - Design Spring show graphics and posters
 - Posters for large donors
 - Sponsorship program for the chapter – goal of 15 sponsorships
 - Mailer for Spring Show – 9x6 poster considerable savings
 - Blast emails 1600 - 5000 Mailing list
 - Discussion on how to get emails from the Mailing List to save mailing costs
 - Consider upgrading website
 - Chillicothe Arts Council
 - Zona Rosa
 - Arch Magazine was brought up for promoting HOA
 - Kaufman Center for Performing Arts – Sing before the show in the lobby was discussed

B. *Operations report by Vice President Mike Schumacher:*

- Nothing to report
- Risers and back drop(s) was discussed for Spring show

C. *Music & Performance report by Music & Performance V.P. Carter Combs*

- Nothing major – music team did not meet due to conflicts
- Program VP Discussed – doing it in quarters
- Jerry Meier will take first quarter

E. *Membership report by Vice President Jerry Meier*

- ALL Members Night/ GUEST Night – last Tuesday of the month
- Contacting potential new members and current members not attending
- “Gold, Silver, Bronze” Participation levels for Chapter Members discussed
- Harmony Explosion! 2014 discussed
-

5. Old Business:

A. Casual Uniform

- Red with Black inset
- \$29 each – 30% off down to \$25
- Discussed possible other vendors for logo – and suggested to embroider the pocket closed
- Carter moved to approve Marty proceeding getting the shirts at best cost and Marlin second
- Motion passed

B. Spring Show

- Kent discussed contest and 3 weeks remaining on contest
- Board Members to send out email to chapter members to sell tickets for contest
- Seeking out big companies to get discounted tickets

C. Leadership Academy

- Discussed the leadership academy
- Ray brought up “Best of KC” similar to “Best of Cedar Rapids” getting out in front of public

D. Annual Resolutions

- Approved last month with revisions

E. For the record: Certification of 2014 Chapter Officers/Board Members

- Jerry Meier was not included on the original form. This was revised last month.

F. Budget

- 2014 Budget discussed
- Line item for fall contests coaching discussed
- Balloon Fest was discussed
- Kent moved to approve the Budget and Barry second and approval past

G. Singing Valentines

- Behind sales from this year compared to last year
- Carl Bolte did not order this year and could not get a good quartet to sing
- Discussed TV and Radio spots

H. De/Re-Qualification for Performing Chorus Guidelines

- Brought up for discussion but Music team did not meet to go over guidelines
- Question on needing board approval – Qualification is already in place but the De-Qualification and Re-Qualification need to be discussed by music team
- Carter will take it back to music team

6. New Business:

A. Golf Tourney

- Kent discussed Golf Tourney – Thursday September 18th 11th is taken so moved to the 18th

B. Spring Convention – Davenport – April 25-26

C. Board Meeting place and time

- Discussed possible different place and or time
- Meeting at church before or during chapter meeting
- Church in Parkville discussed
- Leaving as is for the time being

7. Meeting adjourned at 7:49pm.

- Carter moved to adjourn and Mike second - approved

· Minutes submitted by Secretary, Marlin Weidler

**Attached is the Qualification Guidelines and suggested De/Re Qualification

Membership Vice President Jerry Meier presented this document regarding Performing Chorus Membership for board consideration.

Chorus Qualification Guidelines (Revised Nov xx, 2013)

The Heart of America Chorus has an audition process comprised of two levels: Chapter Membership and Performing Chorus.

Chapter Membership (for chorus performances with other groups such as a festival chorus)

1. Attend and participate in a minimum of three (3) consecutive rehearsals.
2. Complete a live audition for the Music Team by singing the Tenor, Lead, Baritone, or Bass part of the song, "The Story of the Rose (Heart of My Heart)" in a quartet.
3. Receive approval from the Music Team (simple majority).

The song must be memorized, and all of the words and notes must be sung correctly, with good intonation, and in a tone quality that will blend with the chorus. Sheet music and learning media will be provided upon request.

A singer will be given three (3) months and three (3) attempts to pass the initial qualification. If a new member is unable to pass the initial audition after three (3) months or three (3) tries, the Music Team may suggest other possibilities for further learning and singing.

Performing Chorus (for stand-alone performances of the chorus)

1. Pass the initial Chapter Membership (live quartet) audition.
2. Record yourself singing your part with the chorus on the "Contest Set" songs, or songs specified by your Section Leader. Review the recording(s) to check for wrong words / wrong notes / wrong rhythms, etc. The recording should be word and note perfect, and sung with a tone quality that blends with the chorus before it is turned in to a Section Leader for approval.
3. Learn and perform the choreography to the songs in the chorus repertoire.
4. Receive Approval from the Music Team (simple majority).

There is a strong visual component required when performing barbershop music that goes along with the singing component. A barbershop singer will visibly portray the "story" and the "emotion" of the song while performing the song. The visual component communicates the emotional content of the songs and engages the audience during each performance. The entertainment value is enhanced when a performance includes the believable visual involvement of the singer. A barbershop singer simply cannot stand like a statue and sing without showing any form of emotion during a performance.

Barbershop choreography education is provided throughout the year – usually before rehearsal and also during rehearsal – to teach the hand and head movements, and the face and body movements that enhance the overall chorus performance.

A singer will be given three (3) months and three (3) attempts to qualify for the Performing Chorus. Approval comes from the Section Leaders (vocal performance), the Presentation Team (visual performance), and the Music Team (chorus performance). A member is part of the Performing Chorus for as long as they keep up with the chorus repertoire – singing and presentation. Each Performing Chorus Member is on the honor system to self-police his own performance, and is expected to remove himself from a performance when necessary – does not know all the words / notes / rhythms / moves, etc. Performing Chorus Members are expected to attend rehearsals on a regular basis to maintain the chorus performance levels on the entire chorus repertoire. Minimum attendance requirements are 65% for the Performing Chorus and 75% for members of the Front Row.

The Music Team has the overall responsibility to determine if and when a member of the Performing Chorus will be asked to re-qualify. Section Leaders and members of the Music Team and Presentation Team will monitor chorus performance during rehearsal to ensure that every member of the Performing Chorus knows all words / notes / rhythms / moves, etc. Individuals may be removed from the Performing Chorus if they are unable to perform all the words / notes / rhythms / moves, etc. repeatedly on the risers. These members will be given three (3) months and three (3) attempts to re-qualify for the Performing Chorus.

Performing Chorus Re-Qualification Process

1. Vocal Re-Qualification – record yourself singing your part with the chorus on a song specified by your Section Leader. Visual Re-Qualification – perform on the risers with the Performing Chorus and be video recorded by the Music Team for evaluation. Review the recording of your vocal and/or visual performance; complete a self-assessment. Turn in your self-assessment (and your vocal recording) to the Music Team for evaluation.
2. At least two (2) Section Leaders (for Vocal) or Music Team Members (for Visual) complete an

assessment of the vocal and/or visual performance. Simple majority required for approval.

Music Team Assessment / Individual Self-Assessment – VOCAL

Poor Evident Good Excellent Score

Correct Notes 2 4 6 8 _____

Words/Rhythm 2 4 6 8 _____

Maintain Pitch 2 4 6 8 _____

Tone Placement 2 4 6 8 _____

Blend/Vowels 2 4 6 8 _____

A score above 23 is required to remain active in the Performing Chorus. Score = _____

Music Team Assessment / Individual Self-Assessment – VISUAL

Poor Evident Good Excellent Score

Stance/Posture 2 4 6 8 _____

Head/Face 2 4 6 8 _____

Emotional Range 2 4 6 8 _____

Staging Moves 2 4 6 8 _____

Body Involvement 2 4 6 8 _____

A score above 23 is required to remain active in the Performing Chorus. Score = _____

Treasurer Jim Porter Presented this document regarding Performing Chorus Membership for board consideration.

The manual of rules and regulations published by the Society contains a section entitled “Standard Chapter Bylaws”, within which there is a description of conditions and procedures for suspending or expelling a member for cause. This paragraph is part of that description.

A member may be suspended or expelled only for such acts or omissions as shall constitute conduct unbecoming a member or conduct detrimental to the best interests of the Society in the fulfillment of its objects and purposes, or for willful violation of the Code of Ethics of the Society or of its rules, regulations or statements of policy promulgated by the Society Board. Nonattendance at chapter meetings shall not be considered such conduct for the purpose of suspension or expulsion, but may, at the discretion of the chapter board of directors, be considered reasonable cause for refusing to accept renewal dues tendered by the member, as permitted under Section 3.03 above.

(Note: Section 3.03 addresses conditions and procedures for accepting new members, also for former members seeking to apply for reinstatement as members.)

Points to be made as pertains the Heart of America chapter:

1. Our weekly meetings are for the performing chorus members only. Those who are not part of the performing chorus have no part, there is no reason for them to attend the meetings as there is nothing for them. Such members are in effect expelled from the chapter, and this is shown by the fact that few of these members attend the meetings, and they come only occasionally.
2. Nothing is stated in the by-laws to support the suspension or expulsion of a member for failure to maintain a level of performance acceptable to a music team. Only the board of directors has the authority to suspend or expel a member. (Following sentences make this clear.)
3. Nonattendance at meetings may be used as a reason not to accept the annual dues renewal from a member, but NOT as a reason to suspend or expel a member.

It should also be noted that a chapter is free to define for itself qualifying standards for prospective new members, and by implication, to impose qualifying standards for participation in particular chapter events such as a competition. A member failing to meet the standards for a particular event may be denied participation in that event, that does not constitute a suspension so long as the member is allowed to continue his normal association with the chapter after the event.

With the above in mind, the following two pages is presented as an alternative to the document Jerry Meier has offered to define qualification standards for the performing chorus. Significant differences:

1. A member may be removed from the performing chorus, but only for gross negligence of his responsibility to prepare for chorus performances over an extended period of time, and only if the music team obtains consent from the Board of Directors for that action.

2. The Board of Directors may designate a particular event (such as a competition) as a special event that requires members pass a qualification process before they are allowed to participate in that event. The qualification process must apply to EVERYONE participating in the event. A member that fails the qualification process may be denied a place on the risers for that event, but he is NOT removed from the Performing Chorus.

Chorus Qualification Guidelines (Revised Nov. xx, 2013)

A prospective new member of the Heart of America Chorus is qualified for membership by an audition process, as follows:

1. Attend and participate in a minimum of three (3) consecutive rehearsals.
2. Complete a live audition for the Music Team by singing the Tenor, Lead, Baritone or Bass part of the song "The Story of the Rose (Heart of My Heart) in a quartet.
3. Receive approval from the Music Team (simple majority).
4. Complete the application process, including initial payment of dues.

The song (step 2) must be memorized, and all the words and notes be sung correctly, with good intonation, and in a tone quality that will blend with the chorus. Sheet music and learning media will be provided upon request. The prospect should own and know how to use a hand-held .MP3 device for recording his voice while singing with the chorus.

A singer will be given three (3) months and three (3) attempts to pass the initial qualification. If the prospective member is unable to pass the initial audition after three (3) month or three (3) tries, the Music Team may suggest other possibilities for further learning and singing.

Once this process is completed, the applicant is accepted as part of the Heart of America chorus, and it becomes his responsibility to learn the songs in the current chorus repertoire as quickly as possible in order to be able to perform these songs with the chorus from memory, demonstrating accuracy in words, notes, and visual actions. The applicant is not permitted to appear with the chorus in any public presentations until he has demonstrated that he is able to perform with the chorus at a level of proficiency acceptable to the Music Team. Once he has obtained the approval of the Music Team, the member is admitted to the Performing Chorus. While the applicant is preparing himself for approval, he is permitted to be with the chorus on the risers during the weekly rehearsals.

When the applicant believes he is ready to perform with the chorus, it is his responsibility to request the Music Team approve him as a performer with the chorus. The Music Team at that time may request the member record himself singing one or more songs with the chorus and submit that recording to the Music Team. The applicant should review the recording himself before turning it over to his section leader, checking himself for wrong words, wrong notes, wrong rhythms, etc., since the recording should be word and note perfect, and sung with a tone quality that blends with the chorus.

There is a strong visual component required when performing barbershop music that goes along with the singing component. A barbershop singer will visibly portray the "story" and the "emotion" of the song while performing the song. The visual component communicates the emotional content of the songs and engages the audience during each performance. The entertainment value is enhanced when a performance includes the believable visual involvement of the singer. A barbershop singer simply cannot stand like a statue and sing without showing any emotion during a performance.

Chorus Qualification Guidelines (Revised Nov. xx, 2013), Page 2

Barbershop choreography education is provided throughout the year – usually before rehearsal, but sometimes during rehearsal – to teach the hand and head movements, also face and body movements, that enhance the overall chorus performance. .

A singer is given three (3) months and three (3) attempts to qualify for the Performing Chorus. Approval comes from the Section Leaders (vocal performance), the Presentation Team (visual performance), and the Music Team (chorus performance).

Once a member is qualified for the Performing Chorus, he is permitted to perform with the chorus at any and all public presentations of the chorus, including the competitions and major shows. A member is expected to exercise due diligence to learn all aspects of all songs in the current chorus repertoire (words, notes, visual components, intonations, etc.) so that his presence in the ensemble at least blends into the overall picture and not be a distraction. A member is expected to know his own level of preparedness, and if he is not adequately prepared, to take himself out of the ensemble for that event.

Certain events may be designated by the chapter board as being special events that require that anyone seeking to perform with the chorus in the event first pass a qualification process. A competition is usually designated in this way, but the board may also elect to do this for a major show. In this case, the qualification process should be defined by the music team and clearly presented to the membership. There should be NO EXCEPTIONS. EVERYONE wishing to participate with the chorus in this special event should be required to pass the qualification process defined for that event. A minimum attendance requirement should be a part of the process. If a member is unable to pass the qualification process by a deadline established for that event, then he may be denied a place on the risers for THAT EVENT ONLY. The member remains a part of the Performing Chorus after that event is concluded.

If a member demonstrates a continuous neglect of his responsibility to properly prepare himself to perform with the chorus, either by failure to meet minimum attendance standards or by willfully refusing to apply himself to learn the chorus repertoire, then the music team may recommend to the chorus board of directors that the individual be removed from the performing chorus. The affected member shall be advised of this action and be invited to attend the board meeting when this matter is considered, and be allowed to speak to the board in his own defense before a vote is taken. If the board approves the proposal to remove the member from the performing chorus, his status reverts to that of a new member and he is allowed three (3) months to re-qualify himself as a member of the performing chorus. It is important to note that removal from the performing chorus is NOT a termination of his membership in the Kansas City Chapter, Heart of America Chorus. The individual remains free to continue any volunteer work for the chorus, including holding a position on the board of directors. He is also free to come to the regular meetings of the chapter and be on the risers with the chorus.