

**Kansas City, MO Chapter
of the Barbershop Harmony Society
Minutes for March 10, 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, Vince Perry, Kent Miller, Carter Combs, Jerry Meier, Ray Young, Marlin Weidler, Jim Porter, Denny Briley, Harvey Shapiro

Absent: Mike Schumacher, Barry Sanders

Quorum present? Yes

Others Present: None

Proceedings:

1. *Meeting called to order* at 6:08 p.m. by President John Erwine
2. *March 2014 meeting minutes* by Secretary, Marlin Weidler
 - Minutes were reviewed and approved as submitted including a typo found by Carter. Carter moved to accept and Harvey second - Approved
3. *March 2014 Finance report* by Treasurer, Jim Porter
 - Unrestricted - \$5,142.98 Restricted - \$16,946.49 inclusive of 5k from Peck Memorial
 - February positive month
 - 1st time budget analysis
 - Discussed Harmony Explosion Expenses – Premium Blend
 - Discussed printing cost for Harmony Explosion and to have Jerry check with chapter members before having them done at a cost to the chapter
 - Kent moved to accept and Ray second – Approved
4. Vice Presidents' Reports
 - A. *Marketing/Public Relations report* by Marketing V.P. Ray Young:
 - Recent Activities
 - o Prepared Mailing for spring show
 - o Contacting various locations for possible performances
 - o Design work on spring show program
 - o Attended spring show production meeting
 - o Placed flyers JCCC and delivered posters
 - o Delivered working draft of sponsorship program
 - o Sourced and priced casual uniform shirt
 - Future Activities
 - o Design and print spring show programs
 - o Continue to seek performance opportunities
 - o Solicit feedback and refine sponsorship program
 - Agreement
 - o Prepare framed Carnegie Posters
 - o Additional publicity opportunities
 - o Work on enhancements to website
 - o

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

- No report

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

- Casual Uniforms – provide younger members input on new shirt – have Mike bring the shirt for them to look at
- Middle school dance team will be on show so no tails for front row
- Show uniform will be black shirt – remove red – white tie and black pocket square – black slacks and white tux coat
- Early choreo on Tuesday nights – 6:30 pm
- Guest night – share time and include more rehearsal time
- Chorus manager takes on the expense of the guest night
- Spread sheet of songs to be worked on for each Tuesday night
- Songs no longer in repertoire will be removed from member site
- Continued discussion on DE Qualification of a chapter member of the Performing Chorus
 - o Carter will re-write the DE Qualification and bring it back to the board

D. *Program Vice President report by*

- No Report

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E. *Membership report by Vice President Jerry Meier:*

- All Member/Guest Night
- Membership Participation Levels
- Harmony Explosion 2014
- Youth Participation Consent Forms
- New Members
 - o Jerry made motion to accept Dave Parker, Ryan Casey and Tanner Neath upon signed application, payment and voice placement
 - o Harvey second – motion passed

5. Old Business:

A. Spring Show

- Covered mostly in report by Ray
- Ticket sales under where we were from last year
- Program ADS and Ticket sales main areas to focus on
- Up to 6 HE Quartets will be performing on the show

B. Singing Valentines

- Answering service bill was still not received
- John discussed the net amount the Chapter received and net amount to Children's Mercy
- Discussed other options or possibilities for future singing valentines

C. Casual Uniforms

- (Discussed under MVP Report)

D. DE-Requalification for Performing Chorus Guidelines

- (Discussed under MVP Report)

6. New Business:

A. BHS Youth Policy Statement

B. New Members

- Discussed under Membership VP

C. Chapter Orientation (Incorporated w\guest night)

- 5 min segment on leadership opportunities within HOA

D. Sponsorship Program

- HOA “Inner Circle” Sponsorship Program (Working Title)
 - o Rationale for new sponsorship program
 - o Proposed new sponsorship program
 - o Benefits to HOA
 - o Proposed benefits to sponsoring organization

7. Marlin moved to dismiss the meeting and Denny second – Approved

- Meeting adjourned at 7:26 pm.

Minutes submitted by Secretary, Marlin Weidler

**Kansas City, MO Chapter
of the Barbershop Harmony Society
Minutes for March 25, 2014 Board of Directors Meeting**
Meeting Location: St Peters Church, 110th & Holmes, Kansas City, MO

Addendum to March 2014 Board Meeting

Board Members:

Present: John Erwine, Jim Porter, Marlin Weidler, Kent Miller, Vince Perry, Jerry Meier, Ray Young, Mike Schumacher, Barry Sanders

Absent: Harvey Shapiro, Ray Young

Quorum present? Yes

Others Present: Mark Fortino

Proceedings:

1. *Meeting called to order* at 10:10 p.m. by President John Erwine
2. Mark stated that Effective April 12th (after the show) he will be resigning as director of HOA Chorus
 - Reasons:
 - o Health issues
 - o Work is suffering
 - o Family is suffering
 - Discussed with Carter John Vince and Kent before bringing it to the board
 - Good musical leaders in Jerry, Jonathan, and Carter
 - Jerry good choice as interim director for HOA

- Discuss with the chorus next week Tuesday
- Chorus needs to know it is a personal issue not anything to do with the chorus
- Health is related to Hyper thyroid or thyroid storm
- Keep focus on energy and membership
- Compliments given to Mark in taking over as interim after Dave Krause stepped down and his leadership

3. Recommendation by music team

- Carter met with music team
- Search team will be selected
- Propose to offer interim contract to Jerry to take us thru Fall Contest or Christmas Show
- Discussed with Jerry and he is open to it
- Financial arrangement yet to be determined
- Carter moved to offer contract to Jerry as interim director
- Jim Porter second
- If search committee finds a director between now and end of year – HOA can back out of contract with Jerry
- Question was called - Motion passed

4. Meeting adjourned 10:30 pm

**Kansas City, MO Chapter
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Minutes for March 25, 2014 Board of Directors Meeting**
Meeting Location: St Peters Church, 110th & Holmes, Kansas City, MO

Addendum #2 to March 2014 Board Meeting

Marlin Weidler moved to accept and Vince Perry Second on email approval of naming Jerry Garrard as Director of the Heart Of America Chapter.

Attached is the proposed contract to be presented to Jerry. It is virtually the same as the current contract with exception of compensation - \$400 vs. \$450. I am asking for a motion to accept so that we may get this to him asap.

Thanks...je

I move to accept the contract as written by John Erwine.

Marlin Weidler

I second and vote yes.

Vince Perry

The motion has now passed.

Thanks to all...je

Membership VP Report – March 10, 2014

Jerry Meier

1. **ALL Member Night / GUEST Night** – the Membership Committee will continue the “ALL Members Night / GUEST Night” on the last Tuesday of every Month. The first night in February was a success, even though attendance was less than expected. The format will remain the same, with a new feature added – Chapter officers and committees will be asked to provide a short overview of their responsibilities, to educate new members and guests about our structure and ways they can develop “Management” and “Leadership” skills for personal benefit. Hour 1 will focus on socializing. Hour 2 will provide programs such as quartets, videos, chapter officers, committees, and history. Hour 3 will conclude with singing on the risers with music, incorporating the musical concepts into our songs – something better than gang singing. Food will continue to be served until it’s no longer effective or affordable – planning to ask Carl Turlin to be the guest chef during the Spring, for hamburgers and hot dogs on the grill. KJ McAleesejergins from the Harmony Foundation will attend our meeting on March 25 to give an overview of the Foundation and its beneficiaries. Need ALL MEMBERS to spread the word and BRING GUESTS!
2. **Membership Participation Levels** – the Membership Committee introduced the “easier-to-explain” definitions of participation for chapter members.
 - a. Gold Level Participation for members of the Performing Chorus that attend 3 or more chapter meetings and rehearsals each month (or maintain 65% attendance per the current guidelines). These members are expected to participate in each and every performance of the Heart of America Chorus. Note that the Music Committee is planning to change this attendance requirement to 75% for the PC.
 - b. Silver Level Participation for members that attend 2 chapter meetings and rehearsals each month, but are unable to attend 3 or more. These members are expected to maintain a performance level on the repertoire of songs, and are encouraged to re-qualify for the Performing Chorus prior to upcoming events.
 - c. Bronze Level Participation for members that attend chapter meetings and rehearsals whenever they wish. The expectation is they attend at least 1 chapter meeting and rehearsal each month, preferably on the Last Tuesday of each month – on the “ALL Members Night / GUEST Night.”
3. **Harmony Explosion! 2014** was held on Saturday, February 22 at Olathe East High School. BoomTown was the featured quartet, along with Legacy from Sweet Adelines International. We had 209 pre-registered for the event, and were fortunate to host **172 participants** singing in 39 quartets consisting of **60 boys, 101 girls, and 11 vocal music teachers**. Osawatomie Schools had to cancel at the last minute due to a family emergency involving their vocal music teacher, and 3 boys quartets canceled on the Friday before the event. The BHS required a new policy regarding Sexual Molestation Awareness and Prevention Training – which is an on-line video-based training. All HOA members and all KCCSA members that participate in **Harmony Explosion! 2014** will have their name checked against the National Sexual Predator List. If their name appears on the list, they cannot participate in **Harmony Explosion! 2014**. Second, every HOA and KCCSA member that participates must complete the on-line training provided by the BHS. If there are any violations of this new rule, the BHS will withhold funding. A majority of the volunteers completed the training prior to Feb 22, and the remaining members will be contacted to complete the training in the next 2 weeks.
4. **Youth Participation Consent Forms** – I will propose that the Board approve the attached Youth Participation Consent Forms, which are copied verbatim from the BHS website. One form pertains to Membership in the Chapter / Society and the second pertains to Youth participation in a Chapter / Society event by a non-member. The third form is the Society Policy on Youth. All three forms will be posted on the HOA website for new members to read and review. The forms must be signed by the Youth, the Parent(s), and at least one Chapter Representative. One addition was made to clarify that these forms are required for youth ages 17 and younger.
5. **New Members** – I will propose that the Board approve the following three (3) memberships, upon receiving a completed application with payment:
 - a. **Dave Parker (Lead?)** – the older gentlemen with a musical background that came to HOA on a recommendation from his Vocal Music Instructor, Michelle Allen McIntire (no relation to Ron). Dave will turn in his membership application with payment in March. He probably will sing Lead and join the PC in about 30 days.
 - b. **Ryan Casey (Lead)** – the 18-year old Blue Valley High School Senior that is the nucleus of activity for the students that have been with us at rehearsals since the Premium Blend High School Tour on Feb 7. Ryan has turned in his application with payment. He will sing Lead and plans to sing with HOA on the

Spring Show. Ryan and Tanner (below) sang in a Harmony Explosion Quartet with two BVHS Freshmen novices and sang well after only 2 days of practice.

- c. **Tanner Neath (Tenor)** – the Blue Valley High School Junior (17 years old) already knows several barbershop songs including Ya Got Trouble from their 2013 school musical. He sings with Ryan Casey and will help us recruit more BVHS boys into our chorus (such as Paul Davis, Lance Jewett, Jordan Doebbeling, Sam Deveney, and Jeremy Jacobs).
- d. **Potential Members** – these prospects have seen the new Gold – Silver – Bronze participation level information and know about ALL Members Night / GUEST Night and appreciate the flexibility that our chapter offers: Kevin Kelly, Carson Kientz, Cameron Kientz, Tom Kientz, Mike Minter, Dr. Bill Peet, Adam Sales, Brian McMillan, David VanLeeuwen, and Rob Wilson. Many of these men have sung with us during our December Caroling Caravan.

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.