Heart of America Chapter – A048 Barbershop Harmony Society Kansas City, Missouri Minutes for Board of Directors Meeting June 12th, 2017

Location: St. Peter and All Saints Episcopal Church, 100 E. Red Bridge Road, Kansas City MO 64114.

Meeting called to order at 6:10 PM by President Barry Sanders.

Board Members present at that time: Barry Sanders (President), Bob Velazquez (Music VP),

Jim Porter (Secretary), Harvey Shapiro (Treasurer), Carter Combs (Imm. Past President),

Mike Schumacher (Executive VP), Steve Keisker (Operations VP), Bob Murphy (At Large).

Board Members Arriving Late: Ted Simon (Marketing VP), 6:23 Charles Ramirez (At Large), 6:25.

Board Members Absent: Jerry Meier (Membership VP).

Also present at the meeting: John Erwine (Past President).

Vacancies exist for Program Vice President and for one at-large position.

<u>The minutes for the previous meeting on May 8th, 2017</u> were prepared in printed form by Secretary Jim Porter. These were accepted as presented.

<u>Treasurer Harvey Shapiro provided his report for May.</u>

Total income, month: \$12,123.00; total expenses \$4,376.55.

Net surplus for month: \$ 7,746.45; budgeted: \$ 7,688.00. (based on 2017 budget)

Net surplus for year: \$ 5,934.27; budgeted: \$ 6,448.00. (Shortfall: \$513.73)

Significant income items: Annual Show Ticket Revenue \$ 8,500.00.

Harmony Foundation Donation 2,502.00.
Annual dues from members 797.08.

Significant expense items: Annual Show Expenses \$ 1,461.76.

Insurance cost for year 1,607.80.
Hall Rental, Director stipend (each mo) 1,000.00.
Harmonotes, Spring Quarter 300.00.

Unrestricted funds (members or social fund) available: \$ 7,186.70.

Restricted funds (operating fund) available: \$ 2,186.89. (\$857.79 in Truman fund)

Designated funds: Net on deposit: \$ 5,900.00.

Total in checking account: \$ 9,415.80;

Total in Truman Foundation: \$ 5,857.79; Total: \$15,273.59.

Report continued on next page.

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Treasurer's Report, continued.

As of June 10th, income received in June: \$ 210.00 (Annual Show tickets);

Expenses paid to date: \$ 487.20; Balance: \$14,996.39. (all funds)

Past President John Erwine announced receipt of an undesignated donation to the chapter of \$2,000 from Mary Ellen Cochran, wife of a now deceased former chapter member Wendell Cochran. The check was given to Treasurer Harvey Shapiro and will be added to our Operating Fund as an undesignated donation. President Barry Sanders will prepare and send an appropriate thank-you to Mrs. Cochran, and she will be honored as a benefactor in the annual show program.

The report was placed on file for audit as presented.

Marketing Report (Ted Simon): Oral report. Summary:

Discussion centered on the show program, which Ted had prepared in prototype form prior to the meeting. The Board approved the form after discussion about individual items, and Ted will prepare 600 programs for the show on June 17th. The cost will be about \$1 per program. Money received for program ads will cover most of this cost.

A report was also presented showing how many people viewed the Facebook show ad, and how many responded to it. The report showed that 4,274 people looked at the ad (6,247 viewings), and that 52 people asked for further information. It was not possible to count those who actually purchased tickets as a result of their inquiries. In the discussion, we agreed this was a beginning and future endeavors might also involve other social media.

It was announced that the chorus would participate in the Blue Springs Festival. We will sing our set on stage there at 4:00 PM on Saturday, September 16th. We continue to look for additional opportunities for events of this nature.

Membership Report (Jerry Meier) Absent, but provided a written report. Summary:

Total members as of May 31st: 102, down 1 from April. John Fortino is dropped. Al Moritz died in the month. Nathan Harper was added as a new member.

The plan for the Afterglow on June 17th was laid out in detail. It will start at approximately 10:00 PM in the Grand Lobby at the Bell Center. Attendees must purchase a wristband (\$7 for adults, \$5 for students 9-24 years old, children to age 8 and show quartet members free), which gives them full access to the hall and refreshments for the evening. Eight quartets were scheduled to perform, each has an 8-minute time slot. Throwback will do the final set about 11:30 PM.

The chapter will have an <u>Ice Cream Social</u> on <u>Tuesday</u>, <u>July 25th</u>, in lieu of our regular meeting. Like last year, we plan to invite the other chapters in the area (Central Standard, Leavenworth Cody Choraliers, Olathe Trails West Chapter) to join us, perform for us and otherwise share in the festivities. If volunteers are willing, we may also provide burgers, hot dogs and other food items to make it a full meal evening event.

<u>The Installation Banquet for 2018</u> is tentatively scheduled for Saturday, January 6th or 13th. Jerry continues to search for a location that can provide a buffet dinner for no more than \$30 per plate. Jerry did meet with representatives from St. Andrews Golf Club in Overland Park in May. No decisions have yet been made.

Report concluded on next page.

Membership Report (Jerry Meier, concluded)

<u>Harmony Explosion! 2018</u> is scheduled for February 17th at Olathe East High School. Harmonium has agreed to be the featured quartet for the day. Jerry is negotiating with Pizzazz to be the featured Sweet Adelines quartet. Jerry intends to be at the Kansas Choral Directors Convention in July and look for an opportunity to present the Harmony Explosion program to the others at that convention.

<u>National Barbershop Quartet Day 2018</u> will be April 11th (80th anniversary of the Society), a Wednesday. The plans for this event remain as stated in the May meeting minutes.

<u>Music Team Report</u> (Bob Velazquez) Provided a written report. The music team met Sunday, June 11th.

A summary of items in the report, as pertaining to the annual show June 17th:

- 1. Jonathan Andrews is the backstage manager. He came to our meeting on June 13th.
- Battle Hymn to have a large flag as backdrop, a slide show is backup for Spare a Dime.
 Jerry Garrard and John Braden agreed to a plan for Spare a Dime, which was presented June 13th.
- 3. Props for the middle set to include a wooden box for Ron McIntire to sit on during that set.
- 4. Basin Street to include colored scarves, need also appropriate lighting to highlight the colors.
- 5. Division of supervision was assigned, six members are responsible in this area.
- 6. Nate Harper's mother-in-law will provide deaf signing at the 2 PM show.

Other matters also covered in the music team meeting:

- 1. Performance June 24th, we sing at 5:00 PM at St. Peter and All Saints Episcopal Church, 100 E. Red Bridge Road, (Bob Murphy's church) for their annual picnic. As of the date of the meeting, 18 chorus members have signed up. The uniform will be khaki pants and our new casual chorus shirt. Bob Velazquez will lead as we sing 5 songs from the show repertoire. Armchair Chorderbacks will also perform. The church plans to invite members of other neighborhood churches to join them for this event, so that will increase our audience exposure.
- 2. <u>Blue Springs Fall Fun Festival</u>: See marketing report, page 2. This is a weekend festival (Sept. 15-17) and there are other opportunities to perform and/or market ourselves as a chorus to prospective members.
- 3. Other performance opportunities: All chapter members will be encouraged to check for opportunities in their local area. Calling the Chamber of Commerce (or visiting their website) is a good place to start. Information can then be given to Ted Simon (event, where, dates, who to contact, etc.) for follow-up.
- 4. <u>Plans for Retreat</u>: At this point, the team is considering a one day event for Saturday August 19th. Bob V. has asked Mike Schumacher if the facility at Longview College used by the Sweet Adelines would be available then. Jerry Garrard suggested LaDonna Cheatum and Marty Lovick as possible coaches for the day.
- 5. <u>District Competition, Oct. 21st, St. Charles</u>: Four songs are being considered (two must be chosen), songs from the June 17th show, I'll Be Seeing You, Way You Look Tonight, Can You Spare a Dime, and Basin Street Blues. Carter Combs notes that the weekend also features performances by Vocal Spectrum, Gas House Gang, and Crossroads (perhaps also the Ambassadors of Harmony) and would be attractive to chorus members who are not competing with the chorus. Consideration was given to chartering a bus for chapter members to travel to the convention without having to drive their own vehicles.
- 6. <u>Holiday Show (Dec.</u> 2nd): The Kansas City Sweet Adelines chorus is prepared to do a show again with us. The question at this point is "One show, or two?". The show will again be in the Unity Village theater.

Report concluded on next page.

Music Team Report (Bob Velazquez, concluded)

7. Other business: Jerry Garrard also directs the River Song Sweet Adelines chorus in St. Joseph, and they have expressed interest in doing a joint show with HOA, either here in Kansas City or in St. Joseph. Jerry is also inquiring if there is interest in the chapter going as a group to Harmony University (in 2018) to benefit from coaching available there. There would also be opportunities for individuals to take classes available there.

Operations Report (Steve Keisker, oral report)

Annual Show: As we will be using the Bell Center risers, we do not need to deal with the curtains on the riser steps. It has been determined Bob Murphy's chair can be installed and used, so it will be taken to the Bell Center.

Program: While this position is vacant, Mike Schumacher and Jim Bagby have agreed to fill in. No report was provided at this meeting.

Old Business:

- Annual show ushers: Need 3 or 4 at each show. Can be wives, adult children, other family of members.
 Vince Perry to prepare and distribute information sheets to members (this was done June 13th).
 Marlon Weidler to sell afterglow tickets (he was at the meeting June 13th).
- 2. Report of Facebook promotion of annual show (see Marketing Report, page 2).
- 3. The 2017 budget committee has completed their work and Treasurer Harvey Shapiro has the numbers. He released the report to the board after the meeting. It will be approved at the July meeting.
- 4. The annual audit is still to be done. Barry will ask Ron Fortino to do this again this year. Central States District Treasurer Larry Warrick (Des Moines, IA) has offered to do this job if we cannot get it done locally.

New Business:

- 1. It was moved and seconded that the scheduled chapter meeting on Tuesday July 4th be cancelled. This motion passed with a unanimous voice vote and announced to the membership on June 13th.
- 2. There will be another meeting to discuss results from the member surveys. We need to decide what should be done with the information and prepare a report for the membership. Tentatively, Monday June 26th. Given there is a meeting, see next page of these minutes.

The meeting was adjourned at 8:10 PM.

The next meeting is scheduled for Monday, July 10th, 2017.

James R. Porter, Secretary

Heart of America Chapter – A048
Barbershop Harmony Society
Kansas City, Missouri
Minutes for Board of Directors Meeting
June 22nd, 2017

Location: Home of Board member Bob Murphy, 1020 SW Hoke Drive, Lee's Summit MO 64081.

Meeting called to order at 6:35 PM by President Barry Sanders.

Board Members present at that time: Barry Sanders (President), Bob Velazquez (Music VP),

Jim Porter (Secretary), Harvey Shapiro (Treasurer), Jerry Meier (Membership VP),
Carter Combs (Imm. Past President), Ted Simon (Marketing VP), Mike Schumacher (Executive VP),

Bob Murphy (At Large).

Board Members Absent: Steve Keisker (Operations VP), Charles Ramirez (At Large).

In light of the recent arrest and charges against Director Jerry Garrard, Jerry Meier presented this motion:

HOA Director Jerry Garrard shall be suspended without pay until further notice, pending the resolution of his legal situation. He may be reinstated as HOA Director in the future, at the discretion of the HOA Board of Directors.

This motion was approved by a unanimous voice vote. Jerry was paid for two weeks in June (\$200). It was the sense of the Board that should Jerry be cleared of the charges against him that he would be offered immediate reinstatement. There is a court hearing scheduled in late July, and it is possible he could be cleared at that time.

Music Vice President and Assistant Director Bob Velazquez has agreed to carry on as acting director in the absence of Jerry Garrard through December 2017. A motion was considered to pay Bob according to the terms of Jerry's contract, or \$100 per week for each week he is present to direct the chorus. The motion was tabled pending the preparation and consideration of a written agreement with Bob to serve the chapter in this capacity.

Should Jerry be convicted of the charges against him, it was agreed that a search for a new director would then begin. Such a search would also begin if the matter remains unresolved at the end of the calendar year.

The stated purpose for this meeting was to continue from May 22nd to provide a report to the membership of plans for the future in light of the responses to the recent membership surveys.

The discussion was fruitful and took all of the remaining time of the meeting. President Barry Sanders and Music VP Bob Velazquez both took down extensive notes of ideas discussed and will prepare a list for the next Board meeting. Three general categories of target objectives were discussed, with specific suggestions in each case.

- 1. IMMEDIATE objectives: (things that can be implemented right away)
- 2. SHORT TERM objectives: (things that can be implemented this year)
- 3. LONG TERM objectives: (things we can GET STARTED WITH this year)

The meeting was adjourned at 9:05 PM.