

## **Palo Alto – Mountain View Chapter of the Barbershop Harmony Society**

Minutes of the Board of Directors' Monthly Meeting, 10:00AM on August 6, 2011 at Dave Kocharhook's Office, 4320 Steven's Creek Blvd, Suite 171, San Jose, CA

### **Attendance:**

President Dave Kocharhook, Chapter Development Vice President John Hinkle, Member-at-large Paul Eastman, Secretary Ian Marshall, Immediate Past President Mark Torrance, Chapter Member Bert Laurence, Marketing Vice President John Heather

The meeting was called to order by the President at 10:06 AM.

### **Approval of Minutes**

The minutes from the previous meeting on June 18, 2011, and from e-mail meetings approving new members from July 13-16 and July 29-31 were approved.

### **Reports**

Reports from the Treasurer, Music Vice-President, and Chapter Development Vice-President were accepted unanimously.

### **Old Business**

#### **2011 Cabaret Update**

Cabaret and the ice cream social will take place on Saturday, November 5 at St. Albert the Great Church Hall in Palo Alto.

#### **2012 Spring Show Update**

Ian Marshall will act as spring show chair at least until the end of 2011. He will begin finding a venue and headline quartet for the show.

#### **Groupanizer update**

Groupanizer is now being paid for by the chapter with a discounted setup fee. It will replace the Yahoo Groups lists, and from the existing website the Red Book, Board Documents, and Learning Tracks. Dave Kocharhook will ask Steve to schedule in a Groupanizer tutorial for the chapter approximately two weeks from the meeting date. Ian will prepare instructional handouts for the new system.

#### **Installation Dinner 2012**

Dave Kocharhook has identified an event facility for the installation dinner: the Oaks Event Center in Cupertino, available on January 7. The cost will be \$32/person incl. glass of wine with meal. There was a motion made to approve payment of \$250 down payment and \$32/person budget. The motion was accepted unanimously.

### **New Business**

#### **Attendance Policy**

An attendance requirement policy prepared by the music team was presented to the board. A motion was made to accept the policy. The motion was accepted unanimously.

#### **Fall Voice Clinic**

The next singers' clinic will start on Tuesday, September 13. Promotion will be performed similarly to that last singers' clinic.

The meeting was adjourned at 12:12 PM following John Hinkle's departure and the subsequent lack of a quorum.

Following adjournment, there was some additional discussion concerning a draft song knowledge policy prepared by the music team. Dave Kocharhook will attempt to rewrite this policy for improved clarity.