**Palo Alto-Mountain View Chapter Board Meeting**

**Draft Minutes from December 2, 2017**

Meeting called to order at 10:02 am by President Sherman. Also in attendance were J. Hinkle, D. Morley, D. Kocharhook, L. Valencia, J. Harris, A. Snell, J. Wanless, B. Howd and S. Abel, non-voting.

**Approval of Minutes**

Amended minutes were unanimously approved on motion by Kocharhook, seconded by Morley.

**VP Reports**

Treasurer’s report was submitted. The financial status of the chapter is good, better than last year, largely because of the extra donations requested of members. Note that the bank account is temporarily inflated by the money collected for the riser project, currently at $16,285.

Music report was submitted, and the items discussed are described below under Old Business.

No Membership, Marketing and Program reports were submitted.

Reports were unanimously approved as submitted.

**Old Business**

Cabaret Show: The Cabaret was successful, with a reasonable profit despite the initial slow ticket sales. One glitch was the need for salad bowls, and not enough matching utensils (forks and knives). We need to make sure that all the supplies are inventoried and adequate before the show next year. It would be good to have the inventory document on Groupanizer, which would also help with planning in subsequent years.

The afternoon Cabaret show ran too long, so some songs were eliminated for the evening show. We need to more carefully estimate times of the segments. Getting actual song times off the GoPro recording might help. 90 minutes was suggested as the optimum show length.

Quartets: Establishing a performance standard for chapter quartets in our public performances was discussed. This will be further considered by Music Team, with a plan developed to encourage quartets, and help ensure good song selections and show performance. The board discussed other ways that formation of quartets could be encouraged, including participation in the Harmony Platoon at contest.

Headliner for Spring Show: Negotiations with The Velvet Frogs for the spring 2018 show are underway. The estimated cost is about $1500, which was approved as an appropriate expenditure.

Riser Project: The City of Sunnyvale has not yet approved the placement of the storage shed, but some hopeful signs. The church is still supportive of the placement of the shed.

Installation dinner: Everything set with Don Giovanni’s in Mountain View for the dinner at 1:00 pm on Sunday, Jan. 14. Cost will be $30/person. Jim will send out the menu selections on email, and collect orders and money. David Haedtler will install the Chapter Board.

Mackie FreePlay Portable Sound System: Larry Valencia has purchased the system. It will be tried out at practice, and used for the upcoming Santa Train performance. The board agreed with his suggestion that it and some of our other sound equipment need carrying/storage cases to protect them.

**New Business**

Property Insurance: The Barbershop Harmony Society is making property insurance available for a modest price. This seems very useful because of the value of our sheet music as well as the new risers, soon to be here. The board approved a motion to purchase $25,000 of insurance for an annual fee of $270.

Location of future Board meetings: Several choices of meeting places were discussed. The board unanimously approved meeting at Al Ward’s insurance office, which is at 4546 El Camino Real, Suite B4. This is the State Farm Building, on the corner of San Antonio, in back. The board will start meeting there at our next meeting, Jan. 6, 2018.

Chorus pictures: No decision made yet on which of the pictures from the Fall Competition should be chosen, and made available to members. Jeff will be working on this.

Barbershopper of the quarter was selected: Two outstanding contributions from the Cabaret were selected: Shane Abel, Sean’s brother, who was our cook, and Mary Cook, the lady who headed the raffle.

Dave Kocharhook described a TV publicity opportunity coming up in February. This would be an interview, not necessarily any singing. Dave will keep us posted on this as it develops.

Larry Valencia reported that the article he wrote for Westunes was included in the recent issue, but not the way he wrote it. He will look into this, and try to see how to get this working better for us.

Spring Show publicity: The board approved a motion to buy 1/6th page ads for our spring show in Westunes and the Harmonizer.

**New Members**

No new members were presented for a vote.

**Next Board Meeting**

The next board meeting will be Saturday January 6, at 10:00 am, at 4546 El Camino Real, Suite B4, the State Farm office at the corner of San Antonio Road and El Camino Real.

**Good of the Chapter**

**ADJOURNMENT** at about 11:30 am

Respectfully submitted

Bob Howd

Secretary