**Palo Alto-Mountain View BHS Chapter Planning Meeting**

**Draft Minutes of January 5, 2019**

The meeting was called to order by President Michael Gordon at 11:16 am. Board members present were Jim Sherman, Larry Valencia, Dave Morley, Bob Howd, Mark Tabry, John Wanless, Eliot Rubinov, Art Ryan, and Dave Kocharhook. Other members present were Sean Abel and John Wooldridge.

**Opening Remarks** Welcome by President Gordon

**2019 Budget Planning.** Dave Morley presented a proposed 2019 budget. A few changes included decreased riser rental; it was proposed that recent slowing rentals should not have anything to do with our rental price increase because it didn’t start until Jan. 1, but is probably due to the increased room rental fees imposed earlier by Cubberley. Other changes from the draft included $100/month to the Elk’s Club, although they are at this time declining either rent or an offset for utilities; an increase of $380 for the director’s salary plus expenses; restoring last year’s $900 allocated for venues for coaching; a decrease in music expenses; an increase for marketing from $325 spent to $1400 budget, and an increase from $100 to $800 in the budget for chapter development. We decided to continue the voluntary extra donation program for the coming year, to help ensure a comfortably balanced budget, with a projected positive balance of $3200. The amended budget was approved. Dave Morley sent a revised budget with the agreed-upon changes to the board later that afternoon.

The meeting was adjourned about noon for lunch, and reconvened at 1:02 pm.

**Chapter Development.** Discussion of how to publicize chapter and barbershop singing more. More social media presence deemed appropriate. Several members recommended that members should sign up with meetup.com, and announce their weekly attendance at practice through that website. This gets propagated through the system to their meetup friends, for free advertising.

**2019 Calendar.** The calendar sent by Sean with the weekly practice plan was considered very detailed and quite adequate. John Wanless proposed to decrease the Vocal Clinic by one week. General discussion approved this concept, to be discussed further with Jerry Wong before finalizing the schedule.

Another change would be to have our last rehearsal before contests on a Tuesday rather than Thursday, so that members who are leaving on Thursday for Harmony Camp or Platoon could attend. This was favorably received, to be discussed later with members at a business meeting.

John Wanless proposed that we skip the Summer PA farmer’s market because it doesn’t seem to receive a lot of public interest. He will look into another event to replace it.

**Marketing VP Report.** Extensive discussion. Larry has lots of ideas, which he presented in the Marketing Plan submitted on Jan. 3.We also need a spectacular spring show, which is in the planning stages.

New business cards are needed, with our new location. A 2-sided design was discussed, and development on this will continue.

Meeting adjourned by President Gordon at 2:26 pm.