

Minutes Approved by the Board on March 7, 2012

Palo Alto – Mountain View Chapter of the Barbershop Harmony Society

Minutes of the Board of Directors' Monthly Meeting, 10:00AM on February 4, 2012 at John Hinkle's Office, 2007 West Hedding St., San Jose, CA

Attendance:

Immediate Past President Dave Kocharhook, Secretary Ian Marshall, Program Vice-President Gary Miller, President Chuck Mollett, Marketing Vice-President Nigel Endersby, Member-at-Large Jeff Harris, Music Vice-President Terry Moore, Chapter Development Vice-President John Hinkle, Chorus Manager Roman Avila, Chapter Member Ric King, Member-at-Large Paul Eastman, Treasurer Dave Morley

The meeting was called to order by the President at 10:00 AM.

Approval of the Minutes

Minutes from the previous board meeting on January 7, 2012 were approved.

Reports

Treasurer's Report

- The treasurer's report was presented, with key expenses so far for 2012 being promotional mailings and the installation dinner. For future mailings there is a separate database prepared by Mark Torrance of everyone who has purchased tickets over past years. Ian Marshall will look into using Groupanizer for a fan mailing list to replace the current system on the old website.
- A reminder email needs to be sent out to the chapter promotional e-mail list to promote Singing Valentines - Dave Kocharhook will work with Nigel Endersby to make this happen.
- The Installation Dinner cost more than expected due to taxes and gratuity (\$600 over).
- A board member raised a question about "M9 rental" item in the Treasurer's report – this is storage space in the Cubberley Community Center in Palo Alto. The chapter owns a set of risers stored there, and these are often rented out to various groups.

Music Team Report

- A question raised about whether a record of past performances is kept. This record is maintained within the Groupanizer Calendar.
- Laminated sheets to explain CACM roles were given to Director Steve Sammonds by Terry Moore some months ago, they should be given to CACM role players during chapter rehearsals.
- Jeff Harris and Ric King have taken over as spring show co-chairs and have begun work.
- The booking process for the chorus was clarified: Al Ward coordinates the communication with the organization hosting the Peninsulaires and adds the event to the calendar. A discussion took place in which the consensus was

that we need to make sure that whatever commitments are made to the hosting organization (in terms of number of performers etc.) are communicated to the Director, Chorus Manager and other relevant chapter members and that these commitments are met.

Chapter Development

- John Creelman has resigned from the chorus.
- There are concerns that new members are not being taken care of and whether they are being sufficiently encouraged to sing on the risers. A suggestion was made to nominate a riser buddy for new members.
- The 2012 singer's clinic taught by Paul Eastman will begin on May 15 and last for six weeks.
- The "Harold Hill" assigned to the chapter as part of the society-wide Operation Harold Hill is Bob Brutsman from Fort Myers, FL. Bert Laurence is his designated contact person within the chapter. John Hinkle and Bert Laurence are discussing the possibility of a guest night with support from Operation Harold Hill.

Marketing Report

No written report was submitted, but Nigel Endersby delivered an update on his research into possibilities for the Cabaret show 2012. He is in contact with the owner of the Prolific Oven catering service Henry, who is preparing a menu for cabaret based on a price of \$10-\$13/head.

Program Report

No report was submitted.

A motion to receive the Treasurer's report and accept all other reports as submitted was made and passed.

Old Business

Uniform Committee

Dave Morley has been collecting size information and money for the uniforms from chapter members.

Chorus Manager

A discussion took place regarding the need for more event information to be added to the Groupanizer calendar, as the information currently being included is at times sparse.

Singing Valentines

19 Singing Valentines have been sold so far. The reduced 2012 price does not appear to be having the positive impact on sales that was aspired to. Marketing VP Nigel Endersby will send out a press release promoting Singing Valentines on Monday, February 6.

Contract with Director Steve Sammonds

Work on the contract renewal by Chuck Mollett continues.

New Business

Division Contest

Terry Moore is the chair for the division contest hosted by the chapter in April. The website for the contest is being prepared by Mark Torrance and will go live soon.

Los Altos Friday Event

Chapter quartets Boomerang and Daves and Confused sang at the Los Altos First Friday event in downtown Los Altos on Friday, February 3. No fee was collected for the performance. The performances were well received.

The date of the next board meeting was set for Saturday, March 3, 2012.

The meeting was adjourned at approximately 11:30 AM.