

Illinois District Association of Chapters Board Meeting September 2018

Location: Via conference call

Date/Time: Sunday, September 16th, 2018, 3:00pm

Roll Call

Name	Governance Role	Operations / Other Role	Present	Quorum Count
Jim Waldorf	President		Y	+
Brett Mulford	Exec VP		N	+
Mike Isely	Secretary		Y	+
Jim Wagner	Treasurer		Y	+
Patrik Claussen	BMAL	Membership	Y	+
Will Thorndike	BMAL	Events	N	+
Don Leonard	BMAL	C & J	Y	+
Terry Ludwig	BMAL	Music & Perf	Y	+
Richard Hansen	Imm Past President	YIH	Y	+
Bill Miller		CSLT	Y	
Michelle Adams		YIH	Y	
(open)		Director Dev		
Jim Bicek		Marketing & PR, webmaster		
Jeff Bowyer		Events	Y	
Tim Pashon		Music & Perf		

Totals: 10 of 15 7 of 9

Called to order: 3:13 PM

ADMINISTRATION

- Quorum
 - YES
 - Seven Governance Members present (from a possible total of nine), quorum established.
- Minutes
 - Prior Board meeting held on 14-Apr-2018
 - **Motion:**
 - ◆ **Subject: Accept Minutes from 14-Apr-2018 Board meeting**
 - ◆ **Made by: Jeff Bowyer**
 - ◆ **Seconded: Don Leonard**
 - ◆ **PASSED by vocal consent, unanimous**
- Treasurer's Report – Jim Wagner
 - [Attachment: "01-Report-Treasurer.pdf"]
 - Approx \$40K balance
 - For the year, \$11K positive (but of course this is before costs for the Fall 2018 convention)
 - 218 registrations for Fall 2019, approx \$9700 income
 - **Motion**
 - ◆ **Subject: Receive Treasurer's Report**
 - ◆ **Made by: Jeff Bowyer**
 - ◆ **Seconded: Patrik Claussen**
 - ◆ **PASSED by vocal consent, unanimous**

MAIN TOPICS

- Contest & Judging – Don Leonard
 - Chorus draw went out on Wednesday
 - ◆ 7 choruses
 - ◆ 14 quartets
 - ◆ 2 youth quartets (in addition to the 14)
- Events – Jeff Bowyer / Will Thorndike
 - Do we have all of our logistics in order for the contest?
 - ◆ BCPA Stage manager, for contact regarding logistics: Ryan High
 - ◆ Sound check at 2pm on Friday
 - ◆ SOI will be helping with this (as they have before)
 - ◆ Ryan will have tables set up, to be set up exactly as last year
 - ◆ Both Don Leonard and Jeff Bowyer will be at the BCPA at 2pm to ensure everything is ready.
 - ◆ There will be 6 judges plus 2 CAs, 2 practicing CAs, one 1 practice judge
 - HOD meeting...
 - ◆ At 1pm on Friday
 - ◆ Beaufort Room

- Ran down list of all events, ensured there is a go-to person associated with each in order to ensure everything executes.
- Membership – Pat Claussen
 - Approximately same in membership as prior year
 - Five choruses increased 10% or more in membership.
 - ◆ Northbrook has added 8 members, about 12%
 - ◆ Danville & Lake County are up A LOT
- Marketing – Jim Bicek / Jim Waldorf
 - Big item here is the raffle: 301 tickets sold so far (in-hand)
 - ◆ Pings out to chapters, a lot of defining silence but not entirely quiet...
 - ◆ A subset of chapters have sold all of their tickets
 - Nearly \$5000 worth of donated prizes and we can't sell 500 tickets?
 - ◆ At the HOD, asking each member to sell 4 tickets over 6 months seemed not to an issue
 - ◆ Feedback about “why do we have to support ourselves doing a raffle as opposed to singing?”
 - Flummoxed over leadership (or lack thereof) in sales
 - Receipts will be collected at convention; hopefully we'll sell more raffle tickets as well
- YIH – Michelle Adams
 - 2 youth quartets competing Saturday
 - 4 YIH festivals planned Sep - Oct
- Music & Performance – Terry Ludwig / Tim Pashon
 - IDAH *will* happen Feb 16th 2019
 - ◆ After Hours guest
 - ◆ Slots for 8 quartets
 - ◆ There will be a mixed chorus as well
- CSLT – Bill Miller
 - Letter sent to Board on Aug 25th summarizing officer training over the recent past
 - ◆ [Attachment: “02a-Report-CSLT-Proposal.pdf”]
 - ◆ [Attachment: “02b-Report-CSLT-LOL-Leadership-Academy.pdf”]
 - ◆ [Attachment: “02c-Report-CSLT-LTA-Chord-College-Classes.pdf”]
 - Untrained officers in the chapters are likely hurting the district
 - Concerned that Chapter Mentors are not plugged into this
 - Root cause problem, apathy carried back to chapters
 - LOL gets 200 people at their session, with lots of excitement and planning
 - Needs to be more than training – inspiration and motivation is important
 - LOL is willing to take up to 24 chapter offices from ILL for training, to take place in Jan 2019. Registration has to happen ASAP.
 - ◆ There is an \$85/person registration fee, plus hotel & mileage reimbursement
 - ◆ Suggest chapters cover mileage expenses
 - ◆ Suggest district cover registration fee & hotel

- ◆ This works out to a roughly \$5000 expense for the district
- ◆ \$2000 in 2018 to reserve the slots (this is refundable)
- ◆ \$3000 in 2019 for remaining (hotel) expenses

→ **Motion:**

- ◆ **Spend \$2000 now with LOL to set aside 24 refundable slots for CSLT there in 2019**
- ◆ **Originated: Mike Isely**
- ◆ **Seconded: Jim Wagner**
- ◆ **PASSED by vocal consent, unanimous**

OLD BUSINESS

→ Raffle update – Jim Waldorf

- ◆ (covered earlier)

→ Website update – Jim Waldorf

- ◆ Met with site designer on Friday
- ◆ Followup this coming week to review new web site and verify for readiness to launch
- ◆ Jim will share this with the Board once he has the info
- ◆ We would really like to get the contest results on the site as it happens (worst case latency 2 hours perhaps) – Don Leonard

NEW BUSINESS

→ Convention Updates – Don Leonard

- ◆ 2019 – 2022 dates will now be the 3rd weekend in September
 - We were able to get these changed
- ◆ Venues
 - BCPA always an option, but concerned about rising expenses
 - Bloomington High School becoming more possible
 - Doesn't think there will be a problem booking dates this far in advance
 - Concern is booking high school venues when they basically can't plan beyond the current school year
 - Move the contest out Bloomington?
 - Holding the convention in the location of the largest chapter means less room-nights
 - No specifics on locations but we really should be looking elsewhere, on the scale of the next few years.
 - Michelle Adams is requesting a shadow for 2018 because she won't be available to help in 2019
- ◆ Hotels
 - Talking to Doubletree Hotel for 2019
 - \$109 room night w/ \$8 rebate back to district
 - Includes full hot breakfast
 - Includes free wifi
 - Conference space expenses are better (\$800) than what we are dealing with right now (\$1100)

- They have our dates held for 2019
 - They will put 4 suites in our block – for hospitality rooms
 - This all looks great. Still need to nail down the venue for 2019 (likely to be the BCPA). Once that is done we can commit to this.
- Leadership training proposal
- ◆ (covered earlier)
- 2019 Budget
- ◆ Need to account for IDAH for 2019
 - ◆ Forum travel? No. We are not doing this, by design.
- Next Meeting
- Let's put this alongside IDAH so that everyone will be in the same spot.
- Still need to work out exact logistics
- ◆ Same location (if we can)? Or off-site at perhaps a restaurant?
 - ◆ Put on the *day* of IDAH (which would be logistically more difficult especially for officers involved in IDAH or wish to attend)?
 - ◆ Suggestion to put meeting on the evening before IDAH or the morning after
- Feb 16th, 2019 (proposed, during that weekend)

Adjourned: 5:03 PM

Respectfully submitted by Mike Isely

IL District Association of Chapters, SPEBSQSA
Balance Sheet
As of September 13, 2018

	Sep 13, 18
ASSETS	
Current Assets	
Checking/Savings	
1010 Checking Account	39,929.38
Total Checking/Savings	39,929.38
Other Current Assets	
1310 Convention Funding Advance	500.00
1320 Pre-Purchased Awards	324.00
Total Other Current Assets	824.00
Total Current Assets	40,753.38
TOTAL ASSETS	40,753.38
LIABILITIES & EQUITY	
Equity	
3000 Unrestricted Funds	
3010 Operating Fund	18,103.05
Total 3000 Unrestricted Funds	18,103.05
3200 Permanent Restricted Funds	
3210 Grants & Contributions	
IDAH	
Scholarships	233.00
IDAH - Other	720.83
Total IDAH	953.83
Undesignated	624.79
Web Site fund	4,701.00
YIH	4,981.50
Total 3210 Grants & Contributions	11,261.12
Total 3200 Permanent Restricted Funds	11,261.12
Net Income	11,389.21
Total Equity	40,753.38
TOTAL LIABILITIES & EQUITY	40,753.38

IL District Association of Chapters, SPEBSQSA

Profit & Loss

09/13/18

January 1 through September 13, 2018

Cash Basis

	Jan 1 - Sep 13, 18
Ordinary Income/Expense	
Income	
5100 Event Income	
Hotel Rebates/Comp Room Credits	1,800.00
Misc - Vendors & Program Ads	35.00
On Line Registrations	85.00
Ticket/Registration Refunds	-805.83
5100 Event Income - Other	2,839.68
Total 5100 Event Income	3,953.85
5210 District Dues	16,679.68
5310 Interest Income	10.97
5800 Special Events Revenue	
5820 Gift Revenue	2,910.00
Total 5800 Special Events Revenue	2,910.00
Total Income	23,554.50
Gross Profit	23,554.50
Expense	
7030 Support	
Chorus Support	1,000.00
Quartet Support	5,095.10
Total 7030 Support	6,095.10
7500 Contract Services Expenses	
7540 Judging Expense	4,335.83
Total 7500 Contract Services Expenses	4,335.83
8100 Nonpersonnel expenses	
8140 Postage & Shipping	28.00
Total 8100 Nonpersonnel expenses	28.00
8200 Facility & Equipment Exp	
8210 Rent, parking, & other	1,125.00
8230 Storage Rental Charges	-10.80
Total 8200 Facility & Equipment Exp	1,114.20
8300 Travel & Meetings Expenses	
8320 Board Meet. & Conventions	
HOD Meetings	242.05
Total 8320 Board Meet. & Conventions	242.05
8330 Hospitality	-200.00
Total 8300 Travel & Meetings Expenses	42.05
8400 Education Programs	
8430 COTS/CSLT	126.11
8450 Recordings of Contestants	399.00
Total 8400 Education Programs	525.11

7:56 AM

IL District Association of Chapters, SPEBSQSA

Profit & Loss

09/13/18

January 1 through September 13, 2018

Cash Basis

	<u>Jan 1 - Sep 13, 18</u>
8500 Other Expenses	
8510 VPs & Committees	
VP Mkt & PR	25.00
Total 8510 VPs & Committees	<u>25.00</u>
Total 8500 Other Expenses	<u>25.00</u>
Total Expense	<u>12,165.29</u>
Net Ordinary Income	<u>11,389.21</u>
Net Income	<u><u>11,389.21</u></u>

IL District Association of Chapters, SPEBSQSA

Profit & Loss Budget Overview

January through December 2019

08/03/18

Cash Basis

	<u>Jan - Dec 19</u>
Ordinary Income/Expense	
Income	
5100 Event Income	
Comp Registrations	-40.00
DVD Sales	20.00
Har. Found/Fest. Chorus/Brigade	0.00
Hotel Rebates/Comp Room Credits	1,800.00
Mail Registrations	70.00
Misc - Vendors & Program Ads	1,200.00
On Line Registrations	12,000.00
On Site Registrations	700.00
On Site Single Tickets	1,800.00
Ticket/Registration Refunds	-100.00
Total 5100 Event Income	<u>17,450.00</u>
5210 District Dues	23,100.00
5310 Interest Income	16.80
5490 Miscellaneous Revenue	
5491 Merchandise	
IL District Pins	30.00
Total 5491 Merchandise	<u>30.00</u>
Total 5490 Miscellaneous Revenue	30.00
5800 Special Events Revenue	
5810 Non-gift revenue	
COTS/ CSLT	1,000.00
Total 5810 Non-gift revenue	<u>1,000.00</u>
5820 Gift Revenue	5,000.00
Total 5800 Special Events Revenue	<u>6,000.00</u>
Total Income	<u>46,596.80</u>
Gross Profit	46,596.80
Expense	
7020 Donations to Other Orgs	
IDEA	500.00
Total 7020 Donations to Other Orgs	500.00
7030 Support	
Chorus Support	3,500.00
Quartet Support	3,000.00
Total 7030 Support	<u>6,500.00</u>
7500 Contract Services Expenses	
7510 Chapter Convention Stipend	750.00
7540 Judging Expense	8,000.00
7550 Temp Help - Contract	2,000.00
7560 Ticket Processing Fees	850.00
7570 Event Meals	150.00
7580 Other Contract Expenses	750.00
Total 7500 Contract Services Expenses	<u>12,500.00</u>

IL District Association of Chapters, SPEBSQSA

Profit & Loss Budget Overview

January through December 2019

08/03/18

Cash Basis

	<u>Jan - Dec 19</u>
8100 Nonpersonnel expenses	
8110 Supplies	25.00
8120 Awards, Plaques & Pins	1,000.00
8140 Postage & Shipping	10.00
8170 Printing & Copying	800.00
8180 Historian	200.00
8190 Publishing	15.00
Total 8100 Nonpersonnel expenses	<u>2,050.00</u>
8200 Facility & Equipment Exp	
8210 Rent, parking, & other	5,000.00
8230 Storage Rental Charges	1,500.00
8260 Equipment Rental & Maint	325.00
Total 8200 Facility & Equipment Exp	<u>6,825.00</u>
8300 Travel & Meetings Expenses	
8320 Board Meet. & Conventions	
BOD Meetings	500.00
Comp Housing	1,200.00
EVP Meetings	1,000.00
HOD Meetings	200.00
President Meetings	2,300.00
VP C&J Meetings	1,200.00
Total 8320 Board Meet. & Conventions	<u>6,400.00</u>
8330 Hospitality	500.00
Total 8300 Travel & Meetings Expenses	<u>6,900.00</u>
8400 Education Programs	
8420 CDWI	1,000.00
8430 COTS/CSLT	500.00
8450 Recordings of Contestants	1,700.00
8480 YIH Program	
Contest Prizes	300.00
8480 YIH Program - Other	4,500.00
Total 8480 YIH Program	<u>4,800.00</u>
Total 8400 Education Programs	<u>8,000.00</u>
8500 Other Expenses	
8505 Gov Board	
President	300.00
Total 8505 Gov Board	<u>300.00</u>
8570 Advertising & Publicity	3,000.00
Total 8500 Other Expenses	<u>3,300.00</u>
8600 Business Expenses	
8610 - Corporation Filing Fees	10.00
Total 8600 Business Expenses	<u>10.00</u>
Total Expense	<u>46,585.00</u>
Net Ordinary Income	<u>11.80</u>
Net Income	<u><u>11.80</u></u>

the Illinois District

association of Chapters / Barbershop Harmony Society



a state of close harmony

**Subject: Chapter Officers' Training Proposal to IL District Board
Date: August 25, 2018**

IL District Board Members,

Proposal: The Illinois BHS District will promote and fund 24 of its Chapter leaders to attend superior Leadership Training in January 2019 at the Land of Lake's BHS District Leadership Academy in River Falls, WI.

1. Recent History of BHS Chapter Support Leadership Training (CSLT) in Illinois.

Annual IL District Chapter Officer Leadership training flourished in the early 2000's when it was partially funded and taught by BHS approved teachers. By 2013, there was little interest in attending this yearly training: possibly due to diminished BHS support, the quality of training, the middle Illinois venue, or reduced turnover in the Chapter leadership due to dwindling membership.

In 2013 and 2014, no IL District CSLT were held, reportedly due to lack of interest. The Midwest Harmony Alliance (MHA) Massed Chorus leaders took note of this training deficiency and the potential adverse effect on all Chapters' health. MHA leadership decided to hold a one day Leadership Summit in January, 2015 in an Elgin, IL church. It was primarily focused on preparing students to assume Chapter leadership roles (core training). Thirty-three Barbershop members attended this training. In the Fall of 2015, IL District again cancelled its CSLT for lack of interest, so MHA held its one day January, 2016 Leadership Summit in Elgin IL. Sixty-five Barbershoppers from 14 chapters in three states attended this Summit.

In mid-2017, I was asked by the District President to join the IL District Board as VP CSLT and Chapter Advocate Program. I accepted the invitation in order to reduce the MHA/District Chapter Officer Leadership

Training and funding gap. IL District did partially fund the 2015 through 2017 MHA Leadership Summits for nominal expenses not covered by our \$5/student fee.

On January 14, 2017, MHA/ IL District hosted the third annual Leadership Summit in Elgin. We invited the Barbershop Harmony Society to provide two reputable trainers for this Summit. BHS CEO Marty Munson taught our Presidents' Class and Christian Hunter taught our Chapter Development VP's. Over 45 men attended this Summit and provided excellent reviews for core training.

In the Spring of 2017, the MHA Leadership Team decided to take another step to help Chapters by hosting a brand-new event called **ABCDEF: A Barbershop Chorus Director's Educational Forum**. The purpose of this Forum was to provide an opportunity for chorus directors, associate or assistant directors, would be directors, arm wavers, wanna-bee's, and song leaders to participate in an open forum, round table discussion to build musical support network in a non-competitive environment. Also there were planned presentations of techniques and methods by qualified BHS instructors and live chorus practices. The initial ABCDEF was scheduled for August 26, 2017 in the western Chicago, IL suburbs. This event was cancelled for lack of interest even though the invitation was directly issued to all BHS Chapter Music Directors in Illinois.

Our fourth annual MHA/IL District Leadership Summit was scheduled for January 13, 2018. It too was cancelled for lack of interest when only 8 Barbershoppers returned sign-up forms. We attribute this malaise to our inability to offer non-core, elective classes that really excite the new and former students. This we learned at the Land of Lakes Leadership Academy.

2. **LOL Leadership Academy**

After cancelling the January 13, 2018 Illinois District/MHA Leadership Summit, new Elgin Chapter President, Dave Carter, and I registered and attended the Friday and Saturday 2018 Land of Lakes District Leadership Academy and were simply blown away by our experience. LOL attracts over 200 students to a well-planned, and continually improving weekend of great classes at a University of Wisconsin, River Falls Campus.

After a great deal of soul-searching and recent memories of the difficulty we've had attracting good teachers and 30 students, I contacted the organizers of the Land of Lakes Leadership Academy in mid-2018 and requested permission for Illinois District to send 24 students (approx. 1 student per IL Chapter) to their January, 2019 event. They have agreed to host our students. I would accompany our IL group to this Academy.

Since LOL provides some Chorus Director coursework also, we may be able to get a few of our Chorus Directors enrolled also. **In this way, Illinois can begin building a cadre of well-trained Chapter leaders who can be the IL District Chapter Officer Leadership Summit trainers of tomorrow.**

Attached is an e-mail from LOL's Leadership Academy Chairman, Del Ryberg, which lists all the classes to be offered this coming January and the teachers being lined up.

3. Expenses for LOL Leadership Training

Out-of-District, Quality Leadership Training comes at a cost. There are multiple expenses associated with sending IL District Chapter Officers to the LOL Leadership Academy;

- a. Student Registration Expense:** \$85 covers the training, course materials, venue, and five meals over two days. This is a very reasonable cost considering the quality of the training and the five cafeteria meals
- b. Transportation expense:** Bus transportation from Northern IL was considered but cost \$2400 for two days and one overnight. Car pool cost varies by distance from IL student's home to River Falls, WI and by the number of people riding in a car. Round trip mileage from Northern IL is 700 miles. Using a \$0.25/miles reimbursement results in a cost of \$175/car or \$44/rider if four students are in a car. If the IL students are uniformly spread around the state, a 1000 mile round trip will be a reasonable average which results in \$63/rider in a 4 student car.
- c. Hotel expense:** many students depart from UW River Falls after the Saturday supper and drive through the night to get home. I do not recommend this as the January weather in this Minneapolis area is unpredictable and the District doesn't want any of its members injured in late night mishaps after a full day of classes. Thus I recommend that IL students book two nights in local motels which average \$65/room night /person (including all taxes) for double occupancy

d. Total expense per student is:

\$85 Academy registration fee
\$65 Mileage reimbursement
\$130 Hotel expense for two nights
\$ 280 Total

4. The Proposal

Dealing with the **mileage reimbursement** is messy and would likely involve multiple chapters for a single car. Therefore I recommend that each student reimburse their driver for their portion of the \$0.25/ car mile and then they in-turn seek reimbursement from their Chapter.

In order to jump start this high quality out-of-District Chapter Leadership Training, I recommend that the Illinois BHS District pick up the remaining registration and housing expense of \$215 (\$280-65) per student. Cost to IL District would be \$215/student x 24 students = \$5160

These District and Chapter expenses would be realized in 2019.

5. Summary

The future of Chapter Officer Training in Illinois is questionable if we continue to try to train Chapter Leaders (in core classes only) on our own. Current discussions among CSLT VP's call for BHS investing in Internet on-line training for the core District and Chapter positions. We cannot wait for this to happen as our District needs better leadership training now.

Our neighboring LOL District runs an successful, tested Training Academy that draws hundreds of students and provides specialized leadership experiences that buoys student skills and spirit.

IL District needs to be capable of running an LOL type Leadership Academy in Illinois with administrators and teachers trained at the LOL Academy. We must get this started and it needs to be subsidized to start.

We must move now to train our Chapter and future leaders before it's too late! Please vote in favor of this proposal.

**Bill Miller
VP Chapter Leadership Training and Chapter Advocates
BHS Illinois District**



From: dryberg <dryberg@juno.com>

To: bill42w264 <bill42w264@aol.com>

Subject: Re: District Leadership Training

Date: Tue, Aug 21, 2018 4:30 pm

Attachments: 2019 LTA Chord College Classes.pdf (37K)

Hi,

Re: Leadership Academy/Chord College

In case anyone is asking about classes we will be offering next January you can send them the attached listing. The Elective classes are both Friday afternoon and Saturday afternoon so a student has the option of choosing to attend the class he wants either day.

BTW.. Among the Faculty we are having include Don Fuson, Past Society President teaching the Presidents Class as well as Elective classes, also Bob Cox from Oregon teaching Membership VP's as well as Elective classes. And we have Jim Emery who is a Certified Singing Judge, Paul Wrigley who is a Certified Music Judge, Jay Althof Tenor in Vocality Quartet, and the list goes on.. In all over half the Faculty are new from last year and over the classes are new and different from last year..

Friday afternoon in the Elective classes students will have to choose from 8 different classes they want to attend and if they can't attend the class they want on Friday we offer it again on Saturday so they can attend the classes they want.

Del

This Simple Method "Ends" Ear Ringing (Tinnitus) - Try It
Healthier Patriot

<http://thirdpartyoffers.juno.com/TGL3141/5b7c8437220e64370cb5st01vuc>

LO'L - 2019 LTA/Chord College Classes

January 11-12 - UW River Falls, WI

Officer Core Classes

President

Secretary

Treasurer

Membership VP

Music & Perf VP

Marketing/PR VP

Chorus Directors & Ass't Directors

Barbershop Smorgasbord (for those not in one of the above)

Elective Classes - 90 minutes

Fundamentals of Better Singing

Ear Training for Barbershoppers

Leadership In Volunteer Organizations

Music Team Workshop

Become a Change-able Leader

Social Media - Round Table Discussion

Membership Center Is For Everyone

Basic Directing For the Novice

Better Chorus & Quartet Singing

Reading Basic Music 101

Vocal Improvement Class

The Joy of Singing - a Shared Satisfaction

Recruiting With New Idea's

Bringing a Song To Life

Leadership Development

Planning Rehearsals for Your Chorus

Planning A Successful Performance

Orientation Equals Improved Retention

Standing Ovation Program Basics & Review

Generational Differences - an Update

Coaching Quartets Under Glass