

Illinois District Association of Chapters Board Meeting February 2020

Location: DoubleTree Hotel, Bloomington IL

Date/Time: Friday, February 14, 2020, 6:00pm

Roll Call

Name	Governance Role	Operations / Other Role	Present	Quorum Count
Brett Mulford	President		Y	+
Jeff Lathom	Exec VP		Y	+
Mike Isely	Secretary		Y	+
Jim Wagner	Treasurer		Y	+
Jeff McMorris	BMAL	Membership	N	+
Jeff Bowyer	BMAL	Events	Y	+
Tim Pashon	BMAL	C & J	N	+
Terry Ludwig	BMAL	(Music & Perf)	Y	+
Jim Waldorf	Imm Past President	YIH	Y	+
(open)		CSLT	n/a	
Evan Patrick		YIH	Y	
(open)		Director Dev	n/a	
Joe Gurreri		Marketing & PR, webmaster	Y	

Totals: 9 of 12 7 of 9

Called to order: 1:27 PM

ADMINISTRATION

- Quorum
 - YES
 - Seven Governance Members present (from a possible total of nine), quorum established.
- Minutes
 - Prior Board meeting held on 11-Aug-2019
 - **Motion:**
 - ◆ **Subject: Accept Minutes from 11-Aug-2019 Board meeting**
 - ◆ **Made by: Jim Waldorf**
 - ◆ **Seconded: Jeff Bowyer**
 - ◆ **PASSED by vocal consent, unanimous**
- Treasurer's Report – Jim Wagner
 - [Attachment: "01-Report-Treasurer.pdf"]
 - We have money
 - About \$65K in the bank as of 2/12
 - As of today we're about \$3300 ahead of plan
 - We're generally doing very well
 - ◆ Marketing has helped
 - ◆ Increased Fall registrations
 - ◆ Increase in dues
 - Fall 2019 financial
 - ◆ "Only" cost us \$1600
 - Historically it's been closer to a \$4000 loss
 - ◆ This is all good
 - **Motion**
 - ◆ **Subject: Receive Treasurer's Report**
 - ◆ **Made by: Jim Waldorf**
 - ◆ **Seconded: Jeff Bowyer**
 - ◆ **PASSED by unanimous verbal consent**

MAIN TOPICS

- Contest & Judging
 - Tim is not here
 - Everything set for the Fall
- Events
 - Fall Convention 2020
 - ◆ New date: Oct 2nd & 3rd
 - ◆ Hotel: Doubletree
 - ◆ Venue: BCPA
 - Future convention – Sep 17th & 18th 2021
 - ◆ Helms Briscoe progress is good
 - ◆ Schaumburg being searched
 - ◆ Effingham being searched

- Fall 2022: Sep 16, 17
- Fall 2023: Sep 22, 23
- “host chapter” concept
 - ♦ We need to reinstate this – it has fallen out of practice
 - ♦ Realize that chapter does not need to be local
 - ♦ We don’t want to burn out SOI as the defacto host because we’re in Bloomington so much
- Membership
 - Jeff is not here
 - However he’s been doing a lot of work behind the scenes
 - ♦ He should be submitting for mileage reimbursement.
 - ♦ Brett will let him know
- YIH
 - Introduction of Evan Patrick to our meeting
 - There are currently 5 YIH festivals
 - ♦ We previously fund these at \$1500/each – if they request (Coles County has never asked and doesn’t need it)
 - ♦ However with 5 now, we’ve had to drop back to \$1000/each
 - We need to be writing more grant requests for YIH from corporate sources – Jim Waldorf has one source (Wells Fargo) in mind.
 - Need to coordinate with Northbrook – contact there has changed due to health issues with prior Northbrook coordinator (John Cain)
 - General consensus to get all information collected for all festivals so that it can be used for grant writing – to help further fund these events
- Music & Performance
 - Harmony College
 - ♦ Expect to break even maybe lose a little. But that’s OK. This is currently a building effort.
 - Senior Chorus
 - ♦ Took 52 guys to midwinter convention
 - ♦ ...and it was fantastic!
 - ♦ 10-12 choruses represented
 - ♦ Kudos to Dick Kingdon for all the positive effort he gave to this chorus.
 - ♦ Jim Waldorf arranged for free rehearsal space at the convention. Much appreciated
 - ♦ Cost to the district for this whole effort was very minimal
 - ♦ This definitely brought more fun to the district!
 - ♦ There were a lot of guys (a large proportion) in that chorus who had never had the experience of singing on an International stage. This is exactly the sort of thing we want to support.
 - ♦ Would like to see about \$1000 budgeted for senior chorus activities going forward
 - ♦ Discussion about competing for a score vs “just fun”. Senior chorus members “to a man” were annoyed that after all that work they didn’t get a score
 - ♦ Society rep points out that the Society surveys are very important to understand this.

- Marketing
 - 233 likes on the facebook page for Harmony College Midwest
 - ♦ 42% of that were women
 - 931 likes for the district facebook page
 - ♦ 29% women
 - This gets the word out. This makes it easier to sell tickets.
 - Lots of outreach happening for Harmony College. 136 shares
 - Do we need a facebook page for the Senior Chorus? → Like we did for Harmony College Midwest
 - District web page is updated and web masters have been very responsive
 - Joe uses the Member Center to source data for the district site
 - ♦ The chapters need to know to keep the Members Center up to date
 - ♦ Should be discussed at the HOD

OLD BUSINESS

- Society Board Nominations
 - Big push going on in the Society for nominations
 - They are looking for nominations from each district
- Date for Spring HOD
 - April 19th 2020
 - Venue TBD

NEW BUSINESS

- Memorandum of Understanding
 - [Attachment: “02-MOU_ILL_Final_Draft.pdf”]
 - It’s a business plan, each district is expected to assemble one
 - ♦ It’s a tool to work with the Society
 - ♦ Harmony College is an example of an item described here
 - Society rep with respect to MOU
 - ♦ Society has been trying to get districts to do a business plan since forever
 - ♦ This is needed to help work with the districts
 - ♦ “We need to know what we are being asked for from each district”
 - ♦ Society Board went to the MOU process as a way to better coordinate with districts
 - ♦ This is not a legal document, not any attempt at control
 - ♦ It’s just about what we ask for and what the Society can provide
 - ♦ Process was executed poorly, producing a less than enthusiastic response from the districts
 - ♦ Society is expecting districts to use the MOU process as a way to request services
 - ♦ Society plans to be pushing more and more resources into the districts
 - Chapter surveys
 - ♦ ILL district 100% response rate
 - ♦ Discussion of trends in ILL with responses; too detailed to put here. A lot of positive / negative responses.

- Future discussion recommended for plans to help enfranchising members to get more involved, for example the Senior Chorus.
- CSLT Position
 - Still looking for a person to fill this role.

Adjourned: 7:30 PM

Respectfully submitted by Mike Isely

IL District Association of Chapters, SPEBSQSA
Balance Sheet
As of February 12, 2020

	Feb 12, 20
ASSETS	
Current Assets	
Checking/Savings	
1010 Checking Account	29,493.40
1020 Wells Fargo	35,168.78
Total Checking/Savings	64,662.18
Other Current Assets	
1320 Pre-Purchased Awards	162.00
Undeposited Funds	100.00
Total Other Current Assets	262.00
Total Current Assets	64,924.18
TOTAL ASSETS	64,924.18
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2010 Operational Accts Payable	299.00
Total Accounts Payable	299.00
Total Current Liabilities	299.00
Total Liabilities	299.00
Equity	
3000 Unrestricted Funds	
3010 Operating Fund	50,650.38
Total 3000 Unrestricted Funds	50,650.38
3200 Permanent Restricted Funds	
3210 Grants & Contributions	
IDAH	
Scholarships	233.00
IDAH - Other	720.83
Total IDAH	953.83
Web Site fund	1,819.00
YIH	5,101.50
Total 3210 Grants & Contributions	7,874.33
Senior Chorus	2,719.05
Total 3200 Permanent Restricted Funds	10,593.38
Net Income	3,381.42
Total Equity	64,625.18
TOTAL LIABILITIES & EQUITY	64,924.18

5:02 PM

02/12/20

Cash Basis

IL District Association of Chapters, SPEBSQSA

Profit & Loss

January 1 through February 12, 2020

	Jan 1 - Feb 12, 20
Ordinary Income/Expense	
Income	
5100 Event Income	
On Line Registrations	2,707.62
Total 5100 Event Income	2,707.62
5210 District Dues	5,090.68
5310 Interest Income	1.23
Total Income	7,799.53
Gross Profit	7,799.53
Expense	
7500 Contract Services Expenses	
7580 Other Contract Expenses	1,500.00
Total 7500 Contract Services Expenses	1,500.00
8100 Nonpersonnel expenses	
8140 Postage & Shipping	11.00
Total 8100 Nonpersonnel expenses	11.00
8200 Facility & Equipment Exp	
8230 Storage Rental Charges	250.00
Total 8200 Facility & Equipment Exp	250.00
8300 Travel & Meetings Expenses	
8310 Travel	1,342.74
8320 Board Meet. & Conventions	
EVP Meetings	225.11
President Meetings	751.26
Total 8320 Board Meet. & Conventions	976.37
Total 8300 Travel & Meetings Expenses	2,319.11
8500 Other Expenses	
8570 Advertising & Publicity	338.00
Total 8500 Other Expenses	338.00
Total Expense	4,418.11
Net Ordinary Income	3,381.42
Net Income	3,381.42

IL District Association of Chapters, SPEBSQSA
Balance Sheet
As of December 31, 2019

	Dec 31, 19
ASSETS	
Current Assets	
Checking/Savings	
1010 Checking Account	29,515.79
1020 Wells Fargo	35,168.77
Total Checking/Savings	64,684.56
Other Current Assets	
1320 Pre-Purchased Awards	162.00
Undeposited Funds	100.00
Total Other Current Assets	262.00
Total Current Assets	64,946.56
TOTAL ASSETS	64,946.56
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2010 Operational Accts Payable	598.00
Total Accounts Payable	598.00
Total Current Liabilities	598.00
Total Liabilities	598.00
Equity	
3000 Unrestricted Funds	
3010 Operating Fund	37,465.00
Total 3000 Unrestricted Funds	37,465.00
3100 Temp. Restricted Funds	
3120 Harmony U Midwest	706.80
Total 3100 Temp. Restricted Funds	706.80
3200 Permanent Restricted Funds	
3210 Grants & Contributions	
IDAH	
Scholarships	233.00
IDAH - Other	720.83
Total IDAH	953.83
Web Site fund	2,417.00
YIH	5,101.50
3210 Grants & Contributions - Other	2,022.11
Total 3210 Grants & Contributions	10,494.44
Senior Chorus	4,519.05
Total 3200 Permanent Restricted Funds	15,013.49
Unrestricted Net Assets	-54.00
Net Income	11,217.27
Total Equity	64,348.56
TOTAL LIABILITIES & EQUITY	64,946.56

3:33 PM

01/06/20

Cash Basis

IL District Association of Chapters, SPEBSQSA
Profit & Loss
January through December 2019

	Jan - Dec 19
Ordinary Income/Expense	
Income	
5100 Event Income	
Hotel Rebates/Comp Room Credits	3,632.00
Mail Registrations	800.00
Misc - Vendors & Program Ads	1,590.00
On Line Registrations	19,293.92
On Site Registrations	2,559.50
On Site Single Tickets	2,286.00
Ticket/Registration Refunds	-125.00

Total 5100 Event Income	30,036.42
5210 District Dues	24,427.13
5310 Interest Income	190.57
5490 Miscellaneous Revenue	
5491 Merchandise	
IL District Pins	30.00

Total 5491 Merchandise	30.00

Total 5490 Miscellaneous Revenue	30.00

Total Income	54,684.12

Gross Profit	54,684.12
Expense	
7030 Support	
Chorus Support	2,000.00
Quartet Support	500.00

Total 7030 Support	2,500.00
7500 Contract Services Expenses	
7510 Chapter Convention Stipend	750.00
7540 Judging Expense	4,267.02
7570 Event Meals	249.72
7580 Other Contract Expenses	5,618.78

Total 7500 Contract Services Expenses	10,885.52

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01/06/20

Cash Basis

IL District Association of Chapters, SPEBSQSA
Profit & Loss
January through December 2019

	Jan - Dec 19
8100 Nonpersonnel expenses	
8110 Supplies	192.41
8120 Awards, Plaques & Pins	786.96
8140 Postage & Shipping	27.25
8170 Printing & Copying	859.50
8180 Historian	595.21
8190 Publishing	59.95
Total 8100 Nonpersonnel expenses	2,521.28
8200 Facility & Equipment Exp	
8210 Rent, parking, & other	6,664.30
8220 Equipment Purchase & Maint	14.00
8230 Storage Rental Charges	3,289.42
Total 8200 Facility & Equipment Exp	9,967.72
8300 Travel & Meetings Expenses	
8310 Travel	1,274.80
8320 Board Meet. & Conventions	
Comp Housing	2,832.13
EVP Meetings	604.97
HOD Meetings	253.21
President Meetings	2,409.61
VP C&J Meetings	636.59
Total 8320 Board Meet. & Conventions	6,736.51
8330 Hospitality	941.63
Total 8300 Travel & Meetings Expenses	8,952.94
8400 Education Programs	
8430 CSLT	2,224.21
8440 IDAH	824.55
8450 Recordings of Contestants	1,715.00
8480 YIH Program	3,000.00
Total 8400 Education Programs	7,763.76
8500 Other Expenses	
8505 Gov Board	
Exec VP	341.60
Treasurer	137.15
8505 Gov Board - Other	96.03
Total 8505 Gov Board	574.78

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01/06/20

Cash Basis

IL District Association of Chapters, SPEBSQSA
Profit & Loss
January through December 2019

	Jan - Dec 19
8510 VPs & Committees	
VP Music & Perf	150.00
Total 8510 VPs & Committees	150.00
8540 Bank Charges	35.00
8570 Advertising & Publicity	105.85
8590 Miscellaneous	0.00
Total 8500 Other Expenses	865.63
8600 Business Expenses	
8610 - Corporation Filing Fees	10.00
Total 8600 Business Expenses	10.00
Total Expense	43,466.85
Net Ordinary Income	11,217.27
Net Income	11,217.27

3:30 PM

01/06/20

Cash Basis

IL District Association of Chapters, SPEBSQSA
Balance Sheet Prev Year Comparison
As of December 31, 2019

	Dec 31, 19	Dec 31, 18	\$ Change	% Change
ASSETS				
Current Assets				
Checking/Savings				
1010 Checking Account	29,515.79	49,725.53	-20,209.74	-40.6%
1020 Wells Fargo	35,168.77	0.00	35,168.77	100.0%
Total Checking/Savings	64,684.56	49,725.53	14,959.03	30.1%
Other Current Assets				
1320 Pre-Purchased Awards	162.00	216.00	-54.00	-25.0%
Undeposited Funds	100.00	0.00	100.00	100.0%
Total Other Current Assets	262.00	216.00	46.00	21.3%
Total Current Assets	64,946.56	49,941.53	15,005.03	30.1%
TOTAL ASSETS	64,946.56	49,941.53	15,005.03	30.1%
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable				
2010 Operational Accts Payable	598.00	0.00	598.00	100.0%
Total Accounts Payable	598.00	0.00	598.00	100.0%
Total Current Liabilities	598.00	0.00	598.00	100.0%
Total Liabilities	598.00	0.00	598.00	100.0%
Equity				
3000 Unrestricted Funds				
3010 Operating Fund	37,465.00	18,103.05	19,361.95	107.0%
Total 3000 Unrestricted Funds	37,465.00	18,103.05	19,361.95	107.0%
3100 Temp. Restricted Funds				
3120 Harmony U Midwest	706.80	0.00	706.80	100.0%
3120 IDAH	0.00	470.20	-470.20	-100.0%
Total 3100 Temp. Restricted Funds	706.80	470.20	236.60	50.3%
3200 Permanent Restricted Funds				
3210 Grants & Contributions				
IDAH				
Scholarships	233.00	233.00	0.00	0.0%
IDAH - Other	720.83	720.83	0.00	0.0%
Total IDAH	953.83	953.83	0.00	0.0%
Undesignated	0.00	1,334.10	-1,334.10	-100.0%
Web Site fund	2,417.00	6,005.00	-3,588.00	-59.8%
YIH	5,101.50	5,101.50	0.00	0.0%
3210 Grants & Contributions - Other	2,022.11	0.00	2,022.11	100.0%
Total 3210 Grants & Contributions	10,494.44	13,394.43	-2,899.99	-21.7%

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01/06/20

Cash Basis

IL District Association of Chapters, SPEBSQSA
Balance Sheet Prev Year Comparison
As of December 31, 2019

	Dec 31, 19	Dec 31, 18	\$ Change	% Change
Senior Chorus	4,519.05	0.00	4,519.05	100.0%
Total 3200 Permanent Restricted Funds	15,013.49	13,394.43	1,619.06	12.1%
Unrestricted Net Assets	-54.00	-54.00	0.00	0.0%
Net Income	11,217.27	18,027.85	-6,810.58	-37.8%
Total Equity	64,348.56	49,941.53	14,407.03	28.9%
TOTAL LIABILITIES & EQUITY	64,946.56	49,941.53	15,005.03	30.1%

Profit & Loss Budget vs. Actual

January through December 2019

	Jan - Dec 19	Budget
Ordinary Income/Expense		
Income		
5100 Event Income		
Comp Registrations	0.00	-40.00
DVD Sales	0.00	20.00
Hotel Rebates/Comp Room Credits	3,632.00	1,800.00
Mail Registrations	800.00	70.00
Misc - Vendors & Program Ads	1,590.00	1,200.00
On Line Registrations	19,293.92	16,000.00
On Site Registrations	2,559.50	700.00
On Site Single Tickets	2,286.00	2,800.00
Ticket/Registration Refunds	-125.00	-100.00
Total 5100 Event Income	30,036.42	22,450.00
5210 District Dues	24,427.13	23,100.00
5310 Interest Income	190.57	16.80
5490 Miscellaneous Revenue		
5491 Merchandise		
IL District Pins	30.00	30.00
Total 5491 Merchandise	30.00	30.00
Total 5490 Miscellaneous Revenue	30.00	30.00
5800 Special Events Revenue		
5810 Non-gift revenue		
CSLT	0.00	1,000.00
Total 5810 Non-gift revenue	0.00	1,000.00
5820 Gift Revenue	0.00	5,000.00
Total 5800 Special Events Revenue	0.00	6,000.00
Total Income	54,684.12	51,596.80
Gross Profit	54,684.12	51,596.80
Expense		
7020 Donations to Other Orgs		
IDEA	0.00	500.00
Total 7020 Donations to Other Orgs	0.00	500.00
7030 Support		
Chorus Support	2,000.00	3,500.00
Quartet Support	500.00	3,000.00
Total 7030 Support	2,500.00	6,500.00
7500 Contract Services Expenses		
7510 Chapter Convention Stipend	750.00	750.00
7540 Judging Expense	4,267.02	8,000.00
7550 Temp Help - Contract	0.00	2,000.00
7560 Ticket Processing Fees	0.00	850.00
7570 Event Meals	249.72	150.00
7580 Other Contract Expenses	5,618.78	750.00
Total 7500 Contract Services Expenses	10,885.52	12,500.00
8100 Nonpersonnel expenses		
8110 Supplies	192.41	25.00
8120 Awards, Plaques & Pins	786.96	1,000.00
8140 Postage & Shipping	27.25	10.00
8170 Printing & Copying	859.50	800.00
8180 Historian	595.21	200.00
8190 Publishing	59.95	15.00
Total 8100 Nonpersonnel expenses	2,521.28	2,050.00

Profit & Loss Budget vs. Actual

January through December 2019

	Jan - Dec 19	Budget
8200 Facility & Equipment Exp		
8210 Rent, parking, & other	6,664.30	5,250.00
8220 Equipment Purchase & Maint	14.00	
8230 Storage Rental Charges	3,289.42	2,570.00
8260 Equipment Rental	0.00	325.00
Total 8200 Facility & Equipment Exp	9,967.72	8,145.00
8300 Travel & Meetings Expenses		
8310 Travel	1,274.80	
8320 Board Meet. & Conventions		
BOD Meetings	0.00	500.00
Comp Housing	2,832.13	1,900.00
EVP Meetings	604.97	500.00
HOD Meetings	253.21	200.00
President Meetings	2,409.61	500.00
VP C&J Meetings	636.59	500.00
Total 8320 Board Meet. & Conventions	6,736.51	4,100.00
8330 Hospitality	941.63	500.00
Total 8300 Travel & Meetings Expenses	8,952.94	4,600.00
8400 Education Programs		
8420 CDWI	0.00	1,000.00
8430 CSLT	2,224.21	3,500.00
8440 IDAH	824.55	6,750.00
8450 Recordings of Contestants	1,715.00	1,700.00
8480 YIH Program		
Contest Prizes	0.00	500.00
8480 YIH Program - Other	3,000.00	5,000.00
Total 8480 YIH Program	3,000.00	5,500.00
Total 8400 Education Programs	7,763.76	18,450.00
8500 Other Expenses		
8505 Gov Board		
Exec VP	341.60	
President	0.00	300.00
Treasurer	137.15	
8505 Gov Board - Other	96.03	
Total 8505 Gov Board	574.78	300.00
8510 VPs & Committees		
VP Music & Perf	150.00	
Total 8510 VPs & Committees	150.00	
8540 Bank Charges	35.00	
8570 Advertising & Publicity	105.85	3,000.00
Total 8500 Other Expenses	865.63	3,300.00
8600 Business Expenses		
8610 - Corporation Filing Fees	10.00	10.00
Total 8600 Business Expenses	10.00	10.00
Total Expense	43,466.85	56,055.00
Net Ordinary Income	11,217.27	-4,458.20
Net Income	11,217.27	-4,458.20

Profit & Loss Budget vs. Actual

January through December 2019

	\$ Over Budget	% of Budget
Ordinary Income/Expense		
Income		
5100 Event Income		
Comp Registrations	40.00	0.0%
DVD Sales	-20.00	0.0%
Hotel Rebates/Comp Room Credits	1,832.00	201.8%
Mail Registrations	730.00	1,142.9%
Misc - Vendors & Program Ads	390.00	132.5%
On Line Registrations	3,293.92	120.6%
On Site Registrations	1,859.50	365.6%
On Site Single Tickets	-514.00	81.6%
Ticket/Registration Refunds	-25.00	125.0%
Total 5100 Event Income	7,586.42	133.8%
5210 District Dues	1,327.13	105.7%
5310 Interest Income	173.77	1,134.3%
5490 Miscellaneous Revenue		
5491 Merchandise		
IL District Pins	0.00	100.0%
Total 5491 Merchandise	0.00	100.0%
Total 5490 Miscellaneous Revenue	0.00	100.0%
5800 Special Events Revenue		
5810 Non-gift revenue		
CSLT	-1,000.00	0.0%
Total 5810 Non-gift revenue	-1,000.00	0.0%
5820 Gift Revenue	-5,000.00	0.0%
Total 5800 Special Events Revenue	-6,000.00	0.0%
Total Income	3,087.32	106.0%
Gross Profit	3,087.32	106.0%
Expense		
7020 Donations to Other Orgs		
IDEA	-500.00	0.0%
Total 7020 Donations to Other Orgs	-500.00	0.0%
7030 Support		
Chorus Support	-1,500.00	57.1%
Quartet Support	-2,500.00	16.7%
Total 7030 Support	-4,000.00	38.5%
7500 Contract Services Expenses		
7510 Chapter Convention Stipend	0.00	100.0%
7540 Judging Expense	-3,732.98	53.3%
7550 Temp Help - Contract	-2,000.00	0.0%
7560 Ticket Processing Fees	-850.00	0.0%
7570 Event Meals	99.72	166.5%
7580 Other Contract Expenses	4,868.78	749.2%
Total 7500 Contract Services Expenses	-1,614.48	87.1%
8100 Nonpersonnel expenses		
8110 Supplies	167.41	769.6%
8120 Awards, Plaques & Pins	-213.04	78.7%
8140 Postage & Shipping	17.25	272.5%
8170 Printing & Copying	59.50	107.4%
8180 Historian	395.21	297.6%
8190 Publishing	44.95	399.7%
Total 8100 Nonpersonnel expenses	471.28	123.0%

Profit & Loss Budget vs. Actual

January through December 2019

	\$ Over Budget	% of Budget
8200 Facility & Equipment Exp		
8210 Rent, parking, & other	1,414.30	126.9%
8220 Equipment Purchase & Maint		
8230 Storage Rental Charges	719.42	128.0%
8260 Equipment Rental	-325.00	0.0%
Total 8200 Facility & Equipment Exp	1,822.72	122.4%
8300 Travel & Meetings Expenses		
8310 Travel		
8320 Board Meet. & Conventions		
BOD Meetings	-500.00	0.0%
Comp Housing	932.13	149.1%
EVP Meetings	104.97	121.0%
HOD Meetings	53.21	126.6%
President Meetings	1,909.61	481.9%
VP C&J Meetings	136.59	127.3%
Total 8320 Board Meet. & Conventions	2,636.51	164.3%
8330 Hospitality	441.63	188.3%
Total 8300 Travel & Meetings Expenses	4,352.94	194.6%
8400 Education Programs		
8420 CDWI	-1,000.00	0.0%
8430 CSLT	-1,275.79	63.5%
8440 IDAH	-5,925.45	12.2%
8450 Recordings of Contestants	15.00	100.9%
8480 YIH Program		
Contest Prizes	-500.00	0.0%
8480 YIH Program - Other	-2,000.00	60.0%
Total 8480 YIH Program	-2,500.00	54.5%
Total 8400 Education Programs	-10,686.24	42.1%
8500 Other Expenses		
8505 Gov Board		
Exec VP		
President	-300.00	0.0%
Treasurer		
8505 Gov Board - Other		
Total 8505 Gov Board	274.78	191.6%
8510 VPs & Committees		
VP Music & Perf		
Total 8510 VPs & Committees		
8540 Bank Charges		
8570 Advertising & Publicity	-2,894.15	3.5%
Total 8500 Other Expenses	-2,434.37	26.2%
8600 Business Expenses		
8610 - Corporation Filing Fees	0.00	100.0%
Total 8600 Business Expenses	0.00	100.0%
Total Expense	-12,588.15	77.5%
Net Ordinary Income	15,675.47	-251.6%
Net Income	15,675.47	-251.6%

IL District Association of Chapters, SPEBSQSA
Profit & Loss
Fall Convention 2019

	Jan - Dec 19
Ordinary Income/Expense	
Income	
5100 Event Income	
Hotel Rebates/Comp Room Credits	1,920.00
Mail Registrations	800.00
Misc - Vendors & Program Ads	1,590.00
On Line Registrations	11,734.56
On Site Registrations	2,262.78
On Site Single Tickets	1,881.00
Total 5100 Event Income	20,188.34
5490 Miscellaneous Revenue	
5491 Merchandise	
IL District Pins	30.00
Total 5491 Merchandise	30.00
Total 5490 Miscellaneous Revenue	30.00
Total Income	20,218.34
Gross Profit	20,218.34
Expense	
7500 Contract Services Expenses	
7510 Chapter Convention Stipend	750.00
7540 Judging Expense	4,830.38
7580 Other Contract Expenses	3,334.78
Total 7500 Contract Services Expenses	8,915.16
8100 Nonpersonnel expenses	
8110 Supplies	192.41
8120 Awards, Plaques & Pins	753.56
8170 Printing & Copying	859.50
Total 8100 Nonpersonnel expenses	1,805.47
8200 Facility & Equipment Exp	
8210 Rent, parking, & other	6,650.00
Total 8200 Facility & Equipment Exp	6,650.00
8300 Travel & Meetings Expenses	
8310 Travel	835.80
8320 Board Meet. & Conventions	
Comp Housing	976.64
Total 8320 Board Meet. & Conventions	976.64
8330 Hospitality	941.63
Total 8300 Travel & Meetings Expenses	2,754.07
8400 Education Programs	
8450 Recordings of Contestants	1,715.00
Total 8400 Education Programs	1,715.00
8500 Other Expenses	
8590 Miscellaneous	0.00
Total 8500 Other Expenses	0.00
Total Expense	21,839.70
Net Ordinary Income	-1,621.36
Net Income	-1,621.36



Memorandum of Collaboration
Between
Barbershop Harmony Society
and
Illinois District, SPEBSQSA, Inc.

This Memorandum of Collaboration (MOC) is entered into by and between the Society for the Preservation and Encouragement of Barber Shop Quartet Singing in America, Incorporated (DBA Barbershop Harmony Society), a Wisconsin incorporation and an IRS recognized 501(c)(3) non-profit charitable and educational corporation (hereinafter "BHS" or the "Society") and **Illinois District, SPEBSQSA, Inc.**, a Society subsidiary, and sets forth the terms and understanding between BHS and the subsidiary to provide specific services during the timeframe of: January 1, 2020 through December 31, 2020.

Background

The BHS is an organization that preserves and extends the reach of a uniquely American close harmony musical art form whose roots lie in African-American improvisation and European harmony traditions. We are a collection of singing communities providing rewarding experiences, including connection and fellowship, opportunities to grow as a singer, and opportunities for community service through performances and/or charitable activities.

The Society Board of Directors (SBOD) is accountable for governance across the BHS, including setting the Mission, Vision, and Purposes.

The Society Chief Executive Officer (CEO) is accountable to the SBOD for aligning the organization to fulfill the Mission, Vision, and Purposes and create positive social impact in the world. The CEO works with paid staff and volunteer leadership to create this impact and conduct the "business of barbershop."

As of January 2019, the SBOD has updated the Mission, Vision, and Purposes in addition to drafting revised Standard Chapter and District Bylaws. This Memorandum of Collaboration (MOC) is the tool the CEO will use to create alignment across operations to carry out the activities and impact of the BHS.

Overview of the activities, goals, and success metrics

All projects, activities, and goals undertaken by the Society should be aligned to the Mission, Vision, and Purposes and directly support singing communities.*

1. Vision

- Everyone in Harmony

2. Mission

- Bring people together in harmony and fellowship to enrich lives through singing.

3. Purposes

- To perpetuate the old American institution: the barbershop quartet and barbershop harmony
- To promote appreciation of barbershop harmony
- To initiate and maintain a broad program of musical education, contests, and appreciation in support of barbershop harmony and the allied arts
- To establish and maintain foundations that support our vision
- To initiate, promote and participate in charitable projects that support our vision



In support of the Purposes of the Society, the subsidiary will embark upon the following programs/activities (the “Activities”) during the following time frame: January 1, 2020 to December 31, 2020. Please include known event dates:

- Harmony College Midwest (formerly IDAH) on February 14-15, 2020
 - Demographic: Chapter leaders and active quartets- people within 3-4 driving distance
 - Clinicians
 - Music (Dan)
 - Goal: 100
- Fall Convention on September 27-28, 2020
 - No venue yet but looking at Bloomington in 2020 (somewhere else in 2021)
 - Looking for a draw to bring more folks - other classes (LOPT, After Hours)
 - Sunday luncheon- class on reading music (NZ)
- Offer financial stipend for 1 person from each chapter to attend CSLT (offered by LOL)
- Youth in Harmony Festivals (5) - anticipated Fall/ October
 - Hosted by chapters
 - Possibly apply for BHS Grant to help financially support all 5 festivals



The intended outcomes* of the aforementioned Activities are (*Please acknowledge each line below by right clicking and selecting the check mark*):

- ☐ Successfully managing project budget by increasing income and reducing expenses
- ☐ Increasing self-assessed value of our singing communities**
- ☐ Increasing the health & sustainability of singing communities
- ☐ Growing the number of singing communities

Additional intended outcomes of the Activities above are (put N/A if applicable):

- Increasing self-assessed value of our singing communities**
 - Sing with the champs, shows, afterglows
- Increasing the health & sustainability of singing communities
 - More int'l qualifying quartets, can we correlate to Harmony College Midwest?
- Growing the number of singing communities
 - Harmony College NW

****Harmony Hall will support measuring intended activity outcomes in the following ways:***

- *Successfully managing project budget*
 - *Semi-annual financial reports shared*
- *Increasing self-assessed value and successes of our singing communities***
 - *Annual satisfaction survey and quarterly community impact survey*
- *Increasing the health & sustainability of singing communities*
 - *Annual satisfaction survey and quarterly community impact survey*
- *Growing the number of singing communities*
 - *Member Center data*

*****A singing community of the Barbershop Harmony Society is any group of 4 or more voices in our sphere of influence that enjoys harmonizing. A singing community may or may not require the legal benefits or additional resources provided in becoming a recognized BHS Chapter or quartet.***



Subsidiary Responsibilities of the Activities: In order to ensure success of the Activities, the subsidiary agrees to (Please acknowledge each line by right clicking and selecting the check mark):

- ☐ Communicate/publicize/promote the project in a way consistent with BHS branding and messaging.
- ☐ Track and manage volunteer project hours through the BHS Volunteer Manager.
- ☐ Mention association with the Barbershop Harmony Society in digital and printed communication. Examples: "The **Illinois District** of the Barbershop Harmony Society" on website, e-newsletters, and printed programs and flyers; Link to the barbershop.org from the District website.
- ☐ Include BHS logo (which is the round seal) in images (digital or hard copy), especially those that include the District logo.
- ☐ Share information about District projects and activities with BHS Marketing staff.
- ☐ Host Harmony Hall staff at District Conventions and other events as needed.
- ☐ Additional responsibilities as listed below (examples: Coordinate activity logistics; Interact with the BHS page on Facebook and share social media posts as appropriate; support BHS communication efforts to District membership, etc.):

- For Harmony College Midwest,
 - Use Tim Beutel and Dan Wessler as project managers for event
 - Confirm space for event
 - Secure accommodations for event
- For Fall Convention.
 - Update their website before 2020
 - Advertise prelims to take advantage of their location and ability to attract competitors who may want to compete out of district
- For Youth in Harmony Festivals (5),
 - Support the host chapters of those events
 - Provided financial support
 - Advertise those events through the District communication channels
- Develop an "Everyone in Harmony" committee to increase inclusion efforts



BHS Resources Available. Harmony Hall is providing the below resources to support the Subsidiary's activities:

- ✓ **Leadership Resource: Annual Leadership Summit**
 - **Minimum of Two District attendees.** Please note: All Presidents and EVPs must attend prior to holding District Office - example EVP would attend a minimum of 1 year prior to within the first year of service, and then a second time when they become President.
- ✓ **Events Resource:** Event management support through custom training from Eventbrite for your district. (Jim Wagner)
- ✓ **Measurement and Evaluation Resource:** Harmony Hall dedicated resource to help create surveys and gather and share quarterly data on the success of your programs and events.
- ✓ **Training Resource:** Youth protection training for all volunteers working with youth.
- ✓ **Contest Resource:** Simplified judges pricing model (anticipated change likely to go into effect Spring 2020).
- ❑ **Optional- Educational Resource:** BHS's Harmony University Online System to provide online educational content and more educational opportunities for your chapters (pilot launching in October this year).

Additional Harmony Hall Support of the Subsidiary Activities: To ensure the success of the subsidiary activities as listed above and in support of the District, the subsidiary is requesting the following resources and support from the Barbershop Harmony Society: (Please note: All below requests need to include with a degree of specificity, budgets, allocation of time... Examples include: Provide music as well as clearance and copyright services; Interact with the District page on Facebook and share posts as appropriate; etc.)

- Provide music as well as clearance and copyright services
 - Music and learning tracks for the event (~50 people)
- Provide marketing to individuals and communities
 - Guidance on how to market to women
 - Advertising of Harmony College Midwest and Fall Convention specifically
- Provide resources for music education
 - HH-provided resources to teach a class for Harmony College Midwest (e.g.- director's class, running a great chapter)
- Provide outreach to new singing communities
 - Provide resources for 5 youth events (Dates TBD)
- Link from barbershop.org to the District website
- "Like" the District page on Facebook and share posts as appropriate
- Share information and stories about District projects and activities through BHS communication platforms (website blog, Harmonizer magazine, etc.) as appropriate



Harmony Hall Commitment of the Subsidiary 2020 Activities:

See BHS Education Resource: HQ Clinician/Faculty available if travel and accommodations are provided.

See BHS Education Resource: BHS Resource List

Everyone in Harmony Committee Support: Review [Chapter Considerations Guide](#) for tips on increasing inclusion efforts.

Everyone in Harmony Committee Support: [Online version of the Everyone in Harmony Roadshow.](#)

Marketing ACTION REQUIRED:

-Please complete this link to define what type of promotion is needed:

<https://form.jotform.com/82985275443165>

CURRENT Marketing Resources:

- Event Listing on Website
- Event Listing on Harmonize Calendar
- Possible Event Listing in LiveWire (dependant on other marketing/news needs)
- BHS Logos
- Flickr for photo assets
- District listing on BHS website: <https://www.barbershop.org/about/our-community/districts>

FUTURE Marketing Resources (In Development):

- Geography-targeted news briefs in LiveWire (limited text availability)
- District Marketing Toolkit- (Toolkit will include how to justify District Dues and Best Practices for Marketing)

Marketing Resources UNABLE to fulfill:

- Promotion of smaller events such as Holiday Shows



Authorization

The signing of this Memorandum of Collaboration is not a formal undertaking. It implies that the signatories will strive to reach to the best of their ability, the objectives stated in the Memorandum of Collaboration.

On behalf of the organization I represent, I wish to sign this Memorandum of Collaboration and contribute to its further development.

Barbershop Harmony Society
110 7th Avenue North
Nashville, TN 37203
615-673-4124
ceo@barbershop.org

Subsidiary Contact Information:
Brett Mulford
Illinois District, SPEBSQSA, Inc.
mulford.bs@lift-all.com

BHS Signature, Name, and Title:

A handwritten signature in black ink, appearing to read "Marty Monson".

Marty Monson, CEO
Date: January 9, 2020

Subsidiary Signature, Name, and Title:

Brett Mulford, District President
Date: