

**Illinois District Association of Chapters
Board Meeting**
January 2011

Location: Pere Marquette Hotel, Peoria IL

Roll Call

Name	Governance Role	Operations / Other Role	Present	Quorum Count
Mike Bagby	President		Y	+
Jeff Bowyer	Exec VP	Music & Perf	Y	+
Mike Isely	Secretary		Y	+
Dave Cowin	Treasurer	Imm. Past President	Y	+
Hugo Feugen	BMAL	Membership	Y	+
Will Thorndike	BMAL	Events	Y	+
Greg Caetano	BMAL	CSLT	Y	+
Wayne Wright	BMAL	C & J	Y	+
Daniel Garcia		Marketing / PR	Y	
Don Smit		Music & Perf	Y	
Bill Ward		Fund Raising	Y	
Jay Giallombardo		Directors	N	
Richard Hansen		YIH	Y	

Totals: 12 of 13 8 of 8

Called to order: 12:41 PM

Administration

- Quorum
 - Seven Governance Members present (from a possible total of eight), quorum established.
- Minutes from previous (August 2010) Governance Board meeting
 - **Motion:**
 - ♦ **Subject: Approve Minutes from 14-Aug-2010**
 - ♦ **Originator: Greg Caetano**
 - ♦ **Seconded: Wayne Wright**
 - ♦ **Voice vote: PASSED.**
- Minutes from previous (September 2010) Governance Board meeting
 - Objection noted from Will Thorndike about venue decisions being made without Will present.
 - Adjust to note that Wayne Wright was present.
 - Check spelling for Jerry McDonough
 - **Motion:**
 - ♦ **Subject: Approve Minutes from 24-Sep-2010**
 - ♦ **Originator: Greg Caetano**
 - ♦ **Seconded: Don Smit**
 - ♦ **Voice vote: PASSED.**
- Note about reports
 - Written reports are expected from all Board members.
 - Order of presentation of reports in the meeting will be in order of receipt to the Board.
 - Thus if you don't want to be last at a long and tiring meeting, then submit your report early!
 - Next Board Meeting is 16-Jul-2011, reports should be submitted by 9-Jul-2011.

Treasurer's Report

- Treasurer's Report [Attachment: "02-Treasurers_Report.pdf"].
 - **Motion:**
 - ♦ **Subject: Receive Treasurer's Report**
 - ♦ **Originator: Wayne Wright**
 - ♦ **Seconded: Will Thorndike**
 - ♦ **Voice vote: PASSED.**
- Transfer from Bill Miller
 - Dave is reviewing / absorbing all the materials transferred to him from Bill
 - Based upon advice from HQ, Dave will be filtering / discarding records as per normal document retentions policy (mixture of 7 and 10 years for most everything). Plan is to digitize and archive materials that must be kept.
- Check signing authority
 - Dave is the currently the only signer on the District accounts, but he will be adding another signer.
 - Given the distributed nature of the District (e.g. we generally don't live with in 10 minutes of each other), the opinion was offered that a second signer should be somebody who lives physically close to the Treasurer. That Board member happens to be Mike Isely.

- **Motion**
 - ◆ **Subject: Add Mike Isely as a second signer on the District Accounts**
 - ◆ **Originator: Greg Caetano**
 - ◆ **Seconded: Wayne Wright**
 - ◆ **Voice vote: PASSED.**
- It is expected that an outside audit will be performed on the District books. That audit is the important second-set-of-eyes on the work performed by the Treasurer.
- Convention Registrations
 - Board recommends that Events Committee ensure that competitors are properly registered before they get on stage.
 - ◆ It is tedious but needed.
 - ◆ Mike Bagby described what he's done in the past to make this work

Old Business

- C & J (Wayne Wright)
 - Report [Attachment “04-C_and_J_report.pdf”]
 - **Motion**
 - ◆ **Subject: Receive C&J Report**
 - ◆ **Originator: Greg Caetano**
 - ◆ **Seconded: Will Thorndike**
 - ◆ **Voice vote: PASSED.**
- VP Chorus Director Development (Jay Giallombardo)
 - No report from Jay, OT member not present
- Chapter Support & Leadership
 - Greg is asking what to do about COTS-North. So far there has not been enough interest to make it at least break even.
 - Greg suggests perhaps running the key bits as short forums at IDAH.
 - Another possibility is to add president / treasurer / secretary roundtable discussions.
 - COTS-South (St. Louis area) is going forward, looks good.
 - **Motion**
 - ◆ **Subject: Receive CSLT Report**
 - ◆ **Originator: Jeff Bowyer**
 - ◆ **Seconded: Dave Cowin**
 - ◆ **Voice vote: PASSED.**
- VP Events (Will Thorndike)
 - Pre-convention meeting took place just prior to this meeting.
- VP Financial Development (Bill Ward)
 - Report [Attachment: “06-Financial_Development_report.pdf”]
 - **Motion**
 - ◆ **Subject: Receive Financial Development Report**
 - ◆ **Originator: Jeff Bowyer**
 - ◆ **Seconded: Wayne Wright**
 - ◆ **Voice vote: PASSED.**
- VP Marketing and PR/Webmaster (Daniel Garcia)
 - Report [Attachment: “08-Marketing_report.pdf”]

DRAFT MINUTES (30-Mar-2011) – NOT APPROVED

BHS Illinois District Board Meeting

15-Jan-2011

- Looking at possibly re-doing the District website with Groupanizer (Daniel knows the folks that run Groupanizer).
- **Motion**
 - ◆ **Subject: Receive Marketing and PR Report**
 - ◆ **Originator: Dave Cowin**
 - ◆ **Seconded: Greg Caetano**
 - ◆ **Voice vote: PASSED.**
- Membership (Hugo Feugen)
 - Report [Attachment: “10-Membership_report.pdf”]
 - Idea being proposed is for District Board members to contact new members when they join the District
 - ◆ New members do far better when there is communication (as opposed to unintended isolation)
 - **Motion**
 - ◆ **Subject: Receive Membership Report**
 - ◆ **Originator: Jeff Bowyer**
 - ◆ **Seconded: Wayne Wright**
 - ◆ **Voice vote: PASSED.**
- VP Music & Performance (Jeff Bowyer & Don Smit)
 - Report [Attachment: “12-Music_and_Performance_report.pdf”]
 - **Motion**
 - ◆ **Subject: Receive Music & Performance Report**
 - ◆ **Originator: Greg Caetano**
 - ◆ **Seconded: Wayne Wright**
 - ◆ **Voice vote: PASSED.**
 - Out of district IDAH registrations are being immediately accepted, not held in line after in-district registrations.
 - Total registration maximum is 150, so individual registrations is limited by quartet and chorus registrations.
 - Need to emphasize the point that this is *not* just a quartet / chorus event. This event works for individuals as well.
 - ◆ Board members are asked to announce this event and emphasize it at their chapters.
- VP YIH (Rich Hansen)
 - Report [Attachment: “14-YIH_report.pdf”]
 - Report [Attachment: “16-YIH_poster.pdf”]
 - Fox Lake festival will be 22-Oct-2011
 - Charleston event is 24-Oct, not 25-Oct
 - Will be putting together YIH brochure, using materials from the 2011 festivals, for use in 2012.
 - **Motion**
 - ◆ **Subject: Receive YIH Report**
 - ◆ **Originator: Jeff Bowyer**
 - ◆ **Seconded: Wayne Wright**
 - ◆ **Voice vote: PASSED.**

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BHS Illinois District Board Meeting

15-Jan-2011

- Awards Committee (Mark Betczynski, presented by Mike Bagby)
 - Report [Attachment “18-Awards_report.pdf”]
 - **Motion**
 - ◆ **Subject: Receive Awards Committee Report**
 - ◆ **Originator: Jeff Bowyer**
 - ◆ **Seconded: Wayne Wright**
 - ◆ **Voice vote: PASSED.**
- Historical Committee (Bob Squires, presented by Mike Bagby)
 - Report [Attachment: “20-Historical_report.pdf”]
 - AISQC (Association of International Seniors Quartet Champions) is paying 20% of the storage space
 - **Motion**
 - ◆ **Subject: Receive Historical Committee Report**
 - ◆ **Originator: Wayne Wright**
 - ◆ **Seconded: Greg Caetano**
 - ◆ **Voice vote: PASSED.**
- Past Presidents' Task Force (Greg Caetano)
 - Information report [Attachment: “22-Task_Force_report.pdf”]
 - Recommendation that task force members should contact chapter leadership ahead of their visit so that chapter leaders can ensure that time is allotted in the rehearsal schedule.

New Business

- Forum Report (Mike Bagby, Jeff Bowyer, Hugo Feugen, Rich Hansen, Greg Caetano, Mike Isely)
 - There was a wrap-up discussion held by the ILL attendees after, the forum, notes from that were sent to the Board.
 - Informational report [Attachment: “24-BHS_Forum_Summary.pdf”]
- Future Venue Report / Discussion (Will Thorndike)
 - Spring 2011 – Peoria
 - Fall 2011 – Bloomington
 - Spring 2012 – Peoria
 - Fall 2012 – Springfield
 - Spring 2013 – Nothing Yet
 - ◆ Looking for permission to move ahead on 2013
 - ◆ We want to be at least 2 years out on bookings, so we're due now to figure out 2013.
 - ◆ Venue discussion not converging here, needs to pick up at the Spring Convention
 - Governance Board meeting to be held at the Spring Convention.
 - Since Will Thorndike is swamped with convention prep later Friday afternoon, this meeting will be held at noon, prior to the HOD meeting.
 - ◆ **Motion**
 - **Subject: Direct Will Thorndike to research proposals for 2013, to be finalized at noon Governance Board meeting to be held on Friday at the Spring 2011 Convention.**
 - **Originator: Wayne Wright**
 - **Seconded: Greg Caetano**

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- **Voice vote: PASSED.**
- Other Notes
 - ♦ For the Spring 2011 convention, the District Board has agreed that the Chorus contest start is being changed to noon
 - This is a one-off experiment, just for this one year
- Possible changes to our Spring/Fall contests structure (Wayne Wright, Jeff Bowyer)
 - Two Year Cycle?
 - All International Qualifications at One Convention?
 - There's nothing going on here, nothing to talk about. It appears that HQ has been beaten up pretty thoroughly over this topic.
 - The District Presidents have a meeting at the Mid-Winter Convention, and the impression is that it probably won't even be on the agenda.
- Illinios District Data & Communication (Daniel Garcia)
 - Suggest using Zoomerang as a data collection tool.
 - ♦ Cost would be \$150 / year.
 - ♦ Might seem to be a duplication with the effort that the Past Presidents' Task Force is already doing.
 - ♦ Might also be overlapped with the Chapter Achievement report effort
- Spring HOD Agenda (Mike Isely)
 - All documents that are to be delivered to the HOD MUST be submitted by 24-Mar-2011.
- List of District Members authorized to handle money on behalf of the District:
 - ♦ Mike Bagby
 - ♦ Jeff Bowyer
 - ♦ Greg Caetano
 - ♦ Dave Cowin
 - ♦ Daniel Garcia
 - ♦ Rich Hansen
 - ♦ Mike Isely
 - ♦ Tim Pashon
 - ♦ Don Smit
 - ♦ Bill Ward
 - ♦ Tom Woodall
 - ♦ Wayne Wright

Adjourned: 2:45 PM

Respectfully submitted by Mike Isely