

Music Club Board Meeting

3:00 PM – October 15, 2018

Present: Lee Weir, Jim Ward, Ron Pearson, Richard Coles, Len King, Jerry Lauer, Didi Nielson, Judy Snedeker, Jean McCurdy, Marv Myhre, Kristyne Olson, Marilyn Book, Bob Walling **Guests:** Jolene Nerdahl (Drama Club), Larry Breslow

Dues Paid Music Club Members: 269

Call to Order and Roll Call

President Lee Weir called the meeting to order with a quorum present.

Approval of Previous Minutes

Minutes of the 17 September 2018 BOD meeting were distributed to BOD members prior to the meeting. It was moved by Bob Walling that the minutes be approved as distributed, Marilyn Book seconded the motion which was approved.

Director Reports

Treasurer: Ron Pearson presented the September 2018 financial report that was distributed prior to the meeting.

	Month	YTD	YTD	Better
	<u>Actual</u>	Actual	<u>Budget</u>	<u>(Worse)</u>
Income	\$5,721	\$106,427	\$104,872	\$ 1,555
Expense	<u>\$4,767</u>	<u>\$ 94,328</u>	<u>\$106,656</u>	<u>\$ 12,328</u>
Profit (Loss)	<u>\$ 954</u>	<u>\$ 12,099</u>	<u>(\$1,784)</u>	<u>\$ 13,883</u>

Balance: All Cash at Month End \$48,657

Jean McCurdy made a motion to accept the Treasurers report, it was seconded Kristyne Olson. The motion was approved.

New Business

1. Larry Breslow distributed a paper outlining his concept for reviving "Tuesday Karaoke" that he proposes to occur two Tuesday's per month possibly beginning in January 2019. Larry suggests that "Tuesday Karaoke" would function as a standalone SIG (Special Interest Group) operating under the auspices of the Music Club. Various challenges and opportunities related to this concept including many logistical elements were discussed. Bob Walling moved that while there is general support for the concept, Larry be requested to report back to the BOD with greater detail on the many outstanding logistical and operational details raised during discussion. Those details include but are not limited to: time and dates of operation, staffing requirements, means of controlling room occupancy to the posted limit of 85 persons, means to favor patrons holding Music Club membership, DJ staffing/expenses, revenue sources, ticketing process/expenses, complete food service logistics, detailed projection of revenues and expenses for the complete event, explanation of the functional relationship between the SIG and the Music Club, a detailed forecast of all financial and operational requirements expected to be absorbed by the Music Club. The motion was seconded by Richard Coles and approved with 3 dissenting votes.
2. Ron Pearson reviewed the draft 2019 budget details and requested that those who have not yet submitted their budgets do so as soon as possible so that the Music Club budget for 2019 can be completed for review by the BOD.
3. Bob Walling moved that the MC extend an invitation to Glendale Community College Music Department performers be approved for performing at the November 1, 2019 Music Club sponsored Amphitheater Concert: Emily Clocksin - Alto Saxophone, Carlos Garibaldi – Guitar, Dave Schmidt – Keys (Faculty Member) Dominic Therrien – Bass, Daniel Christensen – Drums. Insurance waivers were turned into Judy Snedeker during the meeting. The motion was seconded by Richard Coles and approved. Lee Weir is to inform Lorena of these approved performers.

4. Bob Walling moved that the MC BOD approve that the following guidelines be adopted for Fine Arts Club Participation in the March 2, 2019 Classical Classic and Art Concert:
 - a. Invitations will be extended to Arts, Clay Arts, Glass Arts and Photography Clubs to participate.
 - b. Although this will be advertised as an exhibit, not a sale, artists may display prices on pieces. Any sales, if any, are to occur after the Concert is finished. Clubs are responsible for obtaining any commission due from sales occurring by their members.
 - c. Only artists from participating sponsoring Clubs will be allowed to exhibit.
 - d. Only advance Concert ticket holders (or sold at door if not sold-out) will be allowed to enter the Exhibit Hall during the Exhibit hours (6 – 9 pm)
 - e. Clubs will be requested to show their best art.
 - f. Artists will be asked to “dress up” for this elegant evening.
 - g. Artists are to be at their tables during the Exhibit.
 - h. Clubs are responsible for securing their art during the exhibit and concert.
 - i. Artists will be recognized by Club and by name in the Concert program.The motion was seconded by Jim Ward and approved.

5. Kristyne Olson moved that the following performers be approved for performing with the Music Club sponsored Desert Divas in their Christmas Concert to be held 15 December 2018: Marty Corse, Sun City West, Jan Larson, Surprise, Gale Leach, Sun City West, Lynn Rouyer, Sun City West and Debbie Wharton Sun City Festival. Len King seconded the motion which was approved. Lee Weir is to inform Lorena of these approved performers and obtain an insurance waiver.

Unfinished Business:

Action items

(Refer to the action item list accompanying these minutes for disposition of all action items)

Reports were delivered in writing and/or verbally by **Band Representative: Len King, Classical Concert Coordinator: Bob Walling, Vocal Representative: Charlene Chapman-Madden, Showcase Coordinator: Jean McCurdy, At Large Directors Didi Nielson/Marilyn Book, Information/Scheduling Coordinator: Judy Snedeker, Internal Publicity Coordinator: Marv Myhre, Internet Coordinator: Kristyne Olson, Past President: Jim Ward.**

President: Lee Weir discussed several follow up matters he completed since the last meeting. He also indicated that next month the BOD must address the action items associated with the critical need to recruit additional volunteers to help current Directors, Judy, Ron, Kris and Marv who are carrying very substantial workloads.

Member Comment: (non- agenda items)

Jolene Nerdahl advised that the Drama Club would like to collaborate financially and operationally with the MC in hosting the annual CAM staff appreciation dinners. Directors in charge of the event agreed to discuss with her how this can be achieved.

Announcements:

The next Music Club Exec BOD Meeting will be held **Monday, 19 November 2018, 3:00 pm at Cimarron**

Adjournment: Marilyn Book made a motion to adjourn, seconded by Len King that was approved. The meeting adjourned at 5:04 PM.

Richard Coles

Lee Weir

Music Club BOD Action Items

15 October 2018

NOTE: Completed Action Items will be shown as such and included on the next action list at the following BOD meeting after which they will be dropped from the list. Any Uncompleted Action Items will be carried over to subsequent BOD meetings under heading of Action Items.

Action Items Completed:

1. **Kris Olson** to prepare draft guidelines for the types of e-mail communications that are to be distributed in e-blasts to Music Club members. **Completed**

Continued or New Action Items from 15 October 2018 Board Meeting:

1. **Marilyn Book** is looking for someone to assume the role of **Coordinator of the Social Committee**. She will investigate the applications for membership to see who might be able to fill this position.
2. **Judy Snedeker** is seeking someone with computer skills and dedication to assist and serve as a back-up in her role as **Information/Room Reservations/Scheduling/ Venue Setups Coordinator. (Facilities Coordinator)**.
3. **Marv Myhre** is seeking an additional volunteer to assist with the internal publicity coordination.
4. Bob Crawford, a MC member, advised that the MC website code is very outdated and recommended that we rebuild our website with more up-to-date code. **Kris Olson** will identify requirements for the MC website, prepare a scope of work and obtain costs/options from GoDaddy to build an up to date website. She will also obtain the cost for a web building interface software called WordPress which will allow authorized MC members to maintain the website. Kris will present the costs and options for the rebuilding of the MC website to the BOD.
5. **Lee Weir** asked the **BOD** to address the critical need to recruit additional volunteers to help current Directors, Judy, Ron, Kris and Marv who are carrying very substantial workloads.
6. **Bob Walling & Richard Coles** are to meet with Paul Heiser and Earl Greenberg to discuss MC video requirements for the various concerts to ensure that both understand their respective assignments based upon current commitments and potential needs for 2019.
7. **BOD members** are to notify **Kris Olson**, prior to next meeting, of any suggested revisions to the draft guidelines she prepared for the types of e-mail communications that are to be distributed in e-blasts to Music Club members.