

## Music Club Board Meeting

**3:00 PM – December 17, 2018**

**Present:** Jerry Lauer, Ron Pearson, Richard Coles, Jim Ward, George Barilla, Didi Nielson, Len King, Charlene Chapman-Madden, Judy Snedeker [4:20 pm], Marv Myhre, Bob Walling, Jean McCurdy.

**Guests:** Jolene Nerdahl (Drama Club) [3:15 pm], David Durham, Patrick Watts [3:20 pm].

Dues Paid Music Club Members: 277

### Call to Order and Roll Call

In President Lee Weir's absence Vice President Jerry Lauer called the meeting to order with a quorum present.

### Approval of Previous Minutes

Minutes of the 19 November 2018 BOD meeting were distributed to BOD members prior to the meeting. It was moved by Ron Pearson that the minutes be approved as distributed, Bob Walling seconded the motion which was approved.

### Director Reports

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

	Month	YTD	YTD	Better
	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>(Worse)</u>
Income	\$19,055	\$140,234	\$136,512	\$ 3,722
Expense	<u>\$19,714</u>	<u>\$131,962</u>	<u>\$140,100</u>	<u>\$ 8,138</u>
Profit (Loss)	(\$ 659)	\$ 8,272	(\$3,588)	\$ 11,860

Balance: All Cash at Month End \$44,830

Ron Pearson made a motion to accept the Treasurers report, it was seconded Jim Ward. The motion was approved.

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, Technical Director: George Barilla, Information/Scheduling Coordinator: Judy Snedeker, Internal Publicity Coordinator: Marv Myhre, Internet Coordinator: Kristyne Olson, Past President: Jim Ward.**

### **Unfinished Business:**

Action items

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

### **New Business**

1. On behalf of the Salty Dawgs band, David Durham requested permission to borrow the old analog sound board currently in storage, together with microphones/stands, speakers, monitors and cords sufficient to allow the group to play a 6 January 2019 charity event at the Advent Church. It was explained that this is not consistent with past MC practice but after discussion it was moved by Jim Ward, seconded by Marv Myhre that **one-time permission** be granted to David Durham to borrow the new sound board and related equipment subject to:
  - a. it being fully returned in good working condition,
  - b. any missing or damaged components be replaced at David's sole expense,
  - c. no other group requiring these equipment components on that particular date.

The motion was approved.

2. David Durham briefed the Board on progress of The Cruise, the MC musical scheduled for May 2019, indicating that requests for auditions had recently been issued, a number of people had responded and he was looking forward to additional MC members participating in the auditions.
3. Ron Pearson asked if there were any material changes to the 2019 draft budget that he presented during the November BOD meeting. Hearing none he moved that the Board accept that draft budget with a proposed revenue of \$179, 408 and forecast expenses of \$181,464 resulting in a slight shortfall of (\$2,056). The motion was seconded by Richard Coles and approved.
4. The contract with Paul Heiser, for video recording of the 12 January 2019, Popera and 2 March 2019 Classical Concert & Art Exhibit performances, was presented by Bob Walling and is based on compensation of \$375 per performance or parity with that of the Drama Club for similar services, whichever is greater. Bob Walling moved that the Board approve the contract, Richard Coles seconded this motion which was approved. Jerry Lauer signed the contract and handed it to Ron Pearson.
5. The contract with Earle Greenberg for video recording of the MC Nov. 2018 Celebration of Music Concert, 2018 Grand Singers Holiday Concert, the 2018 Hootenanny Holiday Concert and approximately 8 to 10 MC performances during 2019, was presented by Richard Coles, and is based on compensation of \$375 per performance or parity with that of the Drama Club for similar services, whichever is greater. Richard Coles moved that the Board approve the contract, Bob Walling seconded this motion which was approved. Jerry Lauer signed the contract and handed it to Ron Pearson. Richard also handed to Ron, two invoices (#173 and #174) from Earle.
6. To provide a more direct relationship between Earle and the MC Board, which is solely responsible for this contract, Richard Coles recommended that the BOD assign responsibility for day to day operational matters associated with the contract between Earle and the MC Board, to the MC Technical Director, George Barilla. This would include all matters leading up to and including the date of the performances. The MC Technical Director will advise Earle of video recording requirements, coordinate any performance related technical matters with him based on the Technical Director's liaison with show directors/producers.
7. Charlene Chapman-Madden and Jim Ward agreed to lead Board efforts to identify a nominating committee (see action items).
8. Jim Ward provided a brief update on the progress of MC meetings with Space Allocation and Solutions Committees.
9. On the advice of faculty members of Glendale College, Bob Walling moved that the Music Club's Glendale College scholarship qualifications be amended to revise the GPA requirements to 2.5. Jim Ward seconded the motion which was approved.
10. Len King raised the issue of the need to replace the piano at Cimarron. He then moved that the Board approve the purchase of a new replacement piano prior to 31 Dec. 2018 in an amount not to exceed \$3,000. Ron Pearson seconded the motion which was approved.

**Member Comment: (non- agenda items)**

**Announcements:**

The next Music Club Exec BOD Meeting will be held **Monday, 21 January 2018, 3:00 pm at Cimarron**

The next General Meeting will be held **Wednesday, 23 January 2018, 3:30 pm at Sonoran Plaza**

**Adjournment:** Jean McCurdy made a motion to adjourn, seconded by George Barilla that was approved. The meeting adjourned at 4:44 PM.

**Richard Coles**  
**Secretary**

**Lee Weir**  
**President**

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## Music Club BOD Action Items

17 December 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. **Jerry Laurer** to research other music club websites to cull best practices for possible incorporation in the proposed upgrade to the MC website. **Completed**
2. **Marv Myhre** is seeking an additional volunteer to assist with the internal publicity coordination. **Completed**
3. **Judy Snedeker/Jolene Nerdahl** to resolve any outstanding MC/ Drama Club conflicts related to show dates and/or technical resources for 2018/2019. **Completed**
4. **Board** to assign responsibility for day to day operational matters associated with A/V recording of MC performances in relation to the contract between Earle Greenberg and the MC Board. **Completed**

### Continued or New Action Items from 17 December 2018 Board Meeting:

1. **Lee Weir** asked the **BOD** to address the critical need to recruit additional volunteers to help current Director(s), Ron who is carrying a very substantial workload. In particular, there is need for an assistant to the Treasurer and also a volunteer who could handle all MC contracts.
2. 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.
3. **Bob Walling** to obtain approval from CAM and complete paperwork for proposed \$781.25 donation to Maricopa This donation requires CAM approval prior to check being written and requires from the recipient a 501(c)(3) which goes to CAM along with a CCF 15 form. (currently awaiting Lorena response).
4. **Board** to consider the Karaoke Proposal in detail.
5. **Richard Coles** to draft a schedule of performances/dates to accompany Earle Greenberg's video recording contract with the mutually agreed understanding that the MC needs may be slightly more or less than what is currently anticipated on this list. (i.e. the Board was advised yesterday that the Divas have yet to decide if they require video recording of their 2019 March or December concerts).

6. **Board** to identify longer term solution for A/V recording of MC performances.

7. **Charlene Chapman-Madden** and **Jim Ward** to identify suitable people for a Nominating Committee, comprised of three MC members who are neither current Board members nor aspiring to run for Board positions, to identify candidates for the 2019 slate of Board officers and conduct a training session.

8. **Charlene Chapman-Madden** to contact Marilyn Plath to ask if she would assume responsibility as MC Head Usher in response to the retirement of Anne Scott from that position.