

Music Club Board Meeting

3:01 PM – January 21, 2019

Present: Lee Weir, Jerry Lauer, Ron Pearson, Richard Coles, Jim Ward, George Barilla, Didi Nielson, Len King, Marilyn Book, Charlene Chapman-Madden, Judy Snedeker, Marv Myhre, Jean McCurdy, Kris Olson, Bob Walling.

Guests: Jolene Nerdahl (Drama Club), Larry Breslow (3:10 pm).

Dues Paid Music Club Members: 277

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 December 2018 BOD meeting were distributed to BOD members prior to the meeting. It was moved by Marilyn Book that the minutes be approved as distributed, Jerry Lauer seconded the motion which was approved.

Director Reports

Treasurer: Ron Pearson presented the December 2018 financial report that was distributed prior to the meeting and reviewed the P & L year end summary for all shows.

	Month <u>Actual</u>	YTD Actual	YTD <u>Budget</u>	Better (Worse)
Income	\$19,511	\$159,745	\$161,292	\$ 1,547
Expense	<u>\$14,701</u>	\$146,664	\$161,292	\$ 14,628
Profit (Loss)	<u>\$ 4,810</u>	<u>\$ 13,081</u>	<u>\$ 0</u>	<u>\$ 13,081</u>

Balance: All Cash at Month End \$49,640

Kris Olson made a motion to accept the Treasurers report, it was seconded Richard Coles. 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. With their thanks and on behalf of the Board, Jean McCurdy offered to lead a Sunshine Committee, the purpose of which is to express good cheer, sympathy or congratulations to members in the event of illness, bereavement or milestone events.
2. It was moved by Kris Olson and seconded by Jim Ward that the Board encourage CAM to pursue with Larry Breslow the Karaoke proposal, or variations of it, that Larry had previously discussed with the MC. The motion was approved.

3. It was moved by Jim Ward and seconded by Kris Olson, that to the extent required, the MC offer any MC equipment, not being otherwise used by members of the Club, to support the CAM Karaoke initiative with the condition that this offer would expire at the end of June 2019. The motion was approved.
4. Len King will take steps to dispose of the old piano including contacting CAM for approval and the Piano Connection to confirm that they have no interest in using it.
5. Charlene Chapman-Madden stated that Wendy Fentiman advised the Desert Divas this would be her last year as Director and she will step down after the March 2019 concert. Charlene also said that the Desert Divas as a group would like to continue and hope that a suitable director can be identified this spring.
6. Charlene Chapman-Madden moved, that subject to CAM approval, Wendy Fentiman, Director of the Desert Divas, be permitted to have 3 non-residents (Debbie Wharton, Martie Corse, and Janice Larson) to participate in the March concert. The motion was approved. Charlene will provide names of these individuals to Lee Weir for purposes of preparing a CCF-14 liability waiver. (Subsequent to the meeting Bob Walling and Jim Ward concluded that if these three individuals had previously signed this form that should satisfy the CAM requirement. However, it is important to understand that the MC must also advise CAM of the Music BOD approval of the three outside participants for the Spring Divas Concert, even though they have already signed the CCF-14).
7. Jim Ward advised that Donna Mills has agreed to serve as Chair of the MC Nominating Committee to identify members for nomination to positions on the MC Board for the 2019-2020 year. Donna will assume responsibility for identifying two appropriate additional volunteer committee members to assist her.
8. Jim Ward advised that the Space Allocation Ad-Hoc Committee Town Hall will take place on Friday, January 25, 2019, at 9:00 a.m. in the Sonoran Plaza Sagebrush Ballroom.
9. Exercising due diligence, the BOD discussed various aspects of the spring MC musical "The Cruise", concluding that it will continue to monitor the detailed progress of this unique production.
10. Lee Weir thanked all Board members for their ongoing efforts and in particular Ron Pearson for his extensive work on the MC expense reports and budget. Lee asked for progress reports from Board members on Action Items and briefly discussed Wednesday's General Meeting.

Member Comment: (non- agenda items)

Larry Breslow expressed his sincere thanks to Board members for their assistance in reviewing his Karaoke proposal which helped him refine the concept and for their support today of the CAM initiative.

Announcements:

The next Music Club Exec BOD Meeting will be held **Monday, 18 February 2019, 3:00 pm at Cimarron**

The next General Meeting will be held **Wednesday, 23 January 2019, 2:30 pm at Sonoran Plaza**

Adjournment: Bob Walling made a motion to adjourn, seconded by Jean McCurdy that was approved. The meeting adjourned at 4:59 PM.

Richard Coles
Secretary

Lee Weir
President

Music Club BOD Action Items

21 January 2019

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. **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). **Completed**
2. **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. **Completed**
3. **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. **Completed**

Continued or New Action Items from 21 January 2019 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. **Board** to prepare specific job descriptions for each of these two positions.
2. Bob Crawford 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 review progress of the CAM Karaoke Proposal.
5. **Board** to identify longer term solution for A/V recording of MC performances.
6. **Marv Myhre** to speak with Anne Scott to prepare a job description for MC Head Usher in response to the retirement of Anne Scott from that position. **Board** to negotiate with CAM to seek for the person holding this position access to appropriate information for seating etc.