

Minutes of the meeting of the House of Delegates of the Pioneer District of SPEBSQSA, Inc. held on October 20, 2017, in the Branson Ballroom 4 of the McCamly Plaza Hotel in Battle Creek, MI

1. Call to Order:

District President Mike Hansen called the meeting to order at 1:35 p.m. He asked Chris Berry, District Treasurer, to lead everyone in the singing of "The Old Songs".

2. Quorum:

District Secretary Jim McMahan determined that a quorum (30% of authorized delegates) was present.

[NOTE: The sign-in sheets were attached to the original copy of these minutes.]

3. Agenda:

Mike Hansen announced that the first order of business was adoption of the agenda. Copies had been placed at the rear of the room. Joe McDonald (Mt. Pleasant) moved that the agenda be adopted. Larry Parker (Lansing) offered the second. **Motion approved.**

4. Minutes of the previous meeting:

Because the secretary could not be present at the HOD meeting held on April 21, 2017, Dan Bezaire had prepared the minutes. Doran McTaggart (Windsor) moved that the minutes be approved, and Dan Bezaire (Windsor) made the second. **Motion approved.** The secretary observed that Dan was making the second on his own document.

5. Memorial for deceased members:

Dan Bezaire had been asked to handle this ceremony. He indicated that the names of ten members would be announced during the event. He asked the phrase "Rest in Peace" be sung after each name is given.

The following individuals were honored:

Brian Meyer	Windsor
Rudy Breiling	Grosse Pointe
Woody Davis	Grosse Pointe
Darrell Stiner	Benton Harbor/St. Joseph
Web Scrivnor	Muskegon
Bob Essenberg	Holland
Scott Schuster	Holland
Myke Lucas	Holland
Johnny Wearing	Grosse Pointe
Phil Strouse	Gratiot County

6. Treasurer's Report:

Chris Berry displayed a Balance Sheet for the District that covered all transactions through September 30, 2017. He mentioned that he also had available a Profit & Loss Sheet by Class for the same period, and a companion report entitled as a Profit and Loss Sheet--Budget vs. Actual. He declared that all of the info in the two preceding reports was condensed into his Balance Sheet.

Because the sheet was as of September 30, it did not include anything related to this convention. He pointed out the current balance in the District checking account was about \$29,600 **[\$29,598.68]**. The amount in the QCA checking account was about \$2700 **[\$2722.83]**. The District savings account was \$47,149.89. A security benefit account that was held by the District has been closed out.

Chris noted that there a small amount of cash on hand that is used by the Harmony Marketplace as seed money.

Reference was made to the District's policy of maintaining a reserve fund that could cover the cost of two conventions. That figure has been set at around \$50,000. Most of that money is in the savings account.

6. Treasurer's Report (cont.):

Chris indicated that a simple profit and loss balance calculation indicates a current balance of \$312--- which is close to being a break-even number. He mentioned that the QCA closed out an agency account this year, and that money was paid back to the District.

When he referred to the in-and-out numbers on expenses, he cited an \$1800 deficit, but that is prior to receipt of income that will result from this convention.

A question was asked about the time period covered by the Profit and Loss reports. Chris noted that they also covered the January through September 30 time period like the Balance Sheet.

Chris mentioned that he had been asked to establish cost centers in his reports. These are intended to allow quick review of how an activity is running financially. In the administrative area, he noted that we brought in \$5000 but spent \$8600. This area includes board meetings, reimbursements, office supplies, etc. The 2016 spring convention had some refunds that went out and some final expenses. This led to a negative \$166. For the fall 2016 convention, the number was a negative \$214. Spring 2017 had a \$4200 loss because of the cost of putting up a stage. The fall 2017 convention is up right now by \$3500, but few bills have been paid yet.

Chris noted that there have been Top Gun and Bush League events this year. The cost of the latter is not yet shown because it was held in October. Those figures will appear in the spring financial reports. There were expenses for a Quartet Boot Camp, and a donation was made in support of the Harmony Explosion camp.

It was mentioned that the District had received just over \$15,000 from H/F. Meanwhile, donations totaling \$5100 were made to support quartets and the chorus that went to International. This causes the contributions to show a \$10,000 profit.

Chris had also been asked to present the proposed budget to the HOD. Since he had not been able to print out copies for distribution, it had to be displayed on the screen.

The first section was Administrative Income. A total of \$120 in interest income is expected. The \$1750 in member contributions is from dues, and the \$19,000 is H/F monies. This is what was received in 2017.

The areas for convention income for 2016 and 2017 were blank because there will be no income in 2018 for those years.

Since the spring 2018 convention will be in Grand Rapids, Chris used previous numbers for his figures. With advance registrations and ticket sales, he projected an income of \$19,400. When he added in room rebates and other items, he expected a total income of \$23,950.

Again, using past data for the 2018 fall convention in Battle Creek, he projected an income for that event at \$22,850.

The combined convention income for the year was given as \$47,800.

Chris went on the Harmony Marketplace where an income of \$3000 was expected.

Doing a CDWI in 2018 had been projected to bring in \$600. However, the CDD function is also looking a new Music Summit program. Jamie Carey is anticipating another \$600 from that activity to yield a total of \$1200 for this function.

Bush League is looking at earning another \$500 in registrations. The Quartet Boot Camp is looking at generating \$2000 in income, while there should be another \$750 from the Top Gun program.

The sum of all income from 2018 events comes to \$75,120.

The second section was Administrative Expenses. Most of this is bank charges and the processing of credit cards. It also included overnight housing costs for board members at the spring and fall conventions.

6. Treasurer's Report (cont.):

Contest and judging costs include the cost for the District President (or EVP) to go to meetings held in conjunction with International or Mid-Winter.

Office supplies were another component of this area.

Total administrative expenses for 2018 were projected to be \$16,275.

The third section was Contributions Expenses. This area included the past policy of giving \$3000 to the District chorus rep. However, Chris reported that the board had moved to increase the contributions to quartets. Quartets who represent the District will receive the value of four early-bird registrations. This cost is expected to be about \$920 per quartet. Assuming three quartets go to International again, and one to Mid-Winter, Chris had therefore increased the amount for quartets to \$3000 and \$1000, respectively.

Dave Montera pointed out that the board had tabled discussion on how much support to give to the chorus that goes to International until the spring board meeting. There will be a review of how much support other districts provide for their chorus(es). He pointed out that the 2018 budget is still based on the historic amount of \$3000.

Chris moved to the Convention Expenses section. For the spring convention in Grand Rapids he projected expenses amounting to \$22,425. For the fall convention in Battle Creek, he saw it at \$21,125. Again, these are based on historical data.

Harmony Marketplace expenses was the next area. The administrators are looking to increase the items that can be offered, and are hoping to have expenses around \$4743.

The fourth section was District Committee Expenses. Chris noted that it costs about \$2250 to put on a CDWI. The Music Summit will cost about \$1000. He jumped over Leadership Academy, and went to the marketing costs such as the Troubadour (\$250).

The next area in this section was Bush League. Chris had developed a budget here of about \$3500. That is connected to an income of about \$500. He announced that this area is under review because it must be determined if it will be a stand-alone event or connected with another event. Currently the Traverse City chapter is overseeing it.

Amounts of \$3150 and \$1500 were assigned to Quartet Boot Camp and Top Gun, respectively. It was noted that \$1750 was given to the Harmony Explosion camp, and the same amount was projected for 2018.

The bottom line was total expenses would be \$84,993, and this would result in a deficit that would be just under \$10,000 **[\$9873.60]**.

Chris knew that the board was hopeful that not all of the projected expenses would actually be incurred. The budget was approved earlier in the day by the BOD for presentation to the HOD.

Mike Hansen emphasized that the board spent a lot of time in reviewing this budget. He felt that the budget is a list of priorities, but with the projected budget, not all of them can be accomplished. He indicated that this will be a work in progress to review all of the expenditure and revenue items. It is a pledge from the board to do so. This budget is a blueprint or plan.

Joe McDonald (Mt. Pleasant) moved that the budget be approved. Doug Weaver (Grand Rapids) made the second.

A question was asked about whether this budget could be made available for anyone to review is any time on the District website. It was pointed out that it is a public knowledge document. Chris Berry declared that he was always available to discuss the District's financial records. He offered to see if Steve Sutherland could put it on the website.

6. Treasurer's Report (cont.):

Dave Montera reported that Steve gets a copy of every report, but waits until he is authorized to place an item on the website. Chris should let him know that about this report. It was noted that there is a column of the right for each convention. We should make sure this document and the financial reports are sent to Steve.

One delegate noticed there was nothing in the budget for Leadership Academy. Mike Hansen indicated that the District did not hold a L/A during the last two years. In 2016 we partnered with the Johnny Appleseed District, and some of our members attended that one. However, this topic was discussed that morning at the BOD meeting. Jamie Carey and others are very interested in creating an event to be held soon---perhaps next spring. A big question is whether it should be held routinely in January or February, or in November. Mike said there will be more to come on this topic.

Mike observed that our budget reveals that we spend a lot on our conventions. H/F and the Society agree that we do a good job on this activity because it is high in our priorities. However, we do also provide services to our members through things like L/A, QBC, B/L, et.al. He hoped this budget reflected those things.

A vote was taken on the motion pending. **Motion approved.**

7. Harmony Foundation Representative Report:

Mike Hansen introduced Rick Taylor who was attending this convention in that role. Rick began by expressing his appreciation of being able to attend the BOD meeting that morning. He was glad to visit a district that is so positive about its plans, and was able to address the negatives.

Rick spoke first to those in the meeting who were current Ambassadors of Song or Presidents Council donors, and thanked them for the good work they do through the education and outreach programs of H/F.

He urged those were not H/F donors to do so now. He reported that the Mitchell family in the northwestern U.S. had offered a match of every new donor, or every past donor who was not done so in the last year. The family has offered up to \$100,000 in match money. Therefore, it is an exciting time when gifts can have even more impact.

Rick asked the delegates to spread the word about the donor choice program. He would talk to anyone who wanted more info about it.

Rick referred to the Legacy of Harmony buttons that several delegates were wearing, and invited others to talk to him about that program.

Finally, Rick announced that he would be distributing donors-choice checks after the meeting. Delegates from the chapters should see him then to receive their check. He also had one for Pioneer.

Rick thanked everyone for allowing him to have an opportunity to make his first visit to this district. Lynn Weaver informed Rick that Pioneer also has the best parties!

Mike Hansen mentioned that the check that Pioneer will receive is for \$7000.

8. Society Representative Report:

Mike pointed out that the convention program has a cover picture of the next speaker, Holly Gellar, from the Society.

Holly admitted that she was not expecting to see her picture on the program. Therefore, it was a bit shocking. She informed Doran McTaggart that she would provide an autograph of the program if a donation is made to H/F. The secretary noted that the program is a historic document---the first one with a female on its cover. Holly added that an autographed program might be worth a nickel!

8. Society Representative Report (cont.):

Holly extended greetings from the Society. She indicated that she had been a Society employee for eight months now. This was her first district convention, so it was setting the bar for all of the other districts. She had also heard that this was the place for the best parties.

She said that her job was to bring a message from CEO Marty Monson, the staff, and the board of directors. She asked if the delegates had seen the video that Marty sent out a few weeks earlier. She was glad that some had seen it because it was not going to be possible for her to do so at this time because of technical problems. She urged those who had not seen it to watch it. She did have it available on her laptop.

In the video, Marty mentions an issue of the Harmonizer from two months earlier that contained the annual report. Holly suggested that members use that report to describe, to others, the national and global impact of the Society. She acknowledged that most members know what is being done at the local level. This report, however, highlights the larger impact that BHS is having because of the dues that are paid. She cited the last page which shows a breakdown of the \$120 that the average member pays. Perhaps this will spark conversations.

The other document that was included in that issue of the Harmonizer was the Strategic Position brochure. It shows what the Society wants to do in the next 5-10 years. It emphasizes that the Society is not resting on its laurels. It sees the value of bringing music to communities, and wants to spread it as far as possible.

For those who prefer things visual, she reminded the delegates that the reports are contained in the video on her laptop. She hoped that seeing it again will inspire its viewers.

Holly was excited to be at this convention, and was looking forward to talking to as many as possible. She wants to learn what is happening in local chapters. She also wants to hear the messages that should be sent back to the Society.

She indicated that she would be happy to answer any questions that she can, or get answers for those that she can't answer.

Mike Hansen mentioned that Holly's first professional job was that of marketing director for the Kalamazoo Symphony.

9. Consent Calendar:

Mike noted that the delegates had received the work plans for the various District functions, and asked if there were any questions. There were none.

10. Old Business:

a. Service project report:

Mike declared that Roger Boyer should receive a round of applause for the work he has done on this function.

Roger declared that the success of the first two projects was due to the work of all of the District's members. He was pleased that a large amount of goods and services were provided to the facilities in Kalamazoo and Traverse City. The current charity is the Haven of Rest in Battle Creek where collection is being made of sheets and pillowcases for twin size beds. Because of problems with receiving cash donations for these charities, access to the Amazon website will allow the purchase of items that can be delivered directly to the charity.

Roger urged attendees to support the project if they have not already done so. He had the info on how it can be done through Amazon. He expected that the District's support of the project will be as successful as it has been in the past, and he thanked the delegates for their efforts.

11. New Business:

a. Pioneer District Business Plan and Board Structure for 2018-2019:

Mike Hansen reminded the delegates that a new District President will take office on January 1 when Dave Montera moves up from the Executive Vice President position.

In preparation for this transition, there has also been a restructuring of the board of directors. Because the existing board had about twelve members, it was difficult to make decisions on daily operational issues. Therefore, the board has been restructured into an executive committee format to handle day-to-day routine tasks. The remainder of the board of directors will continue, however, to be involved as a policy making body.

In conjunction with that restructuring, Dave Montera has developed a business plan for the next two years. Copies of that plan had been distributed to the delegates. The purpose of the plan is to create a vision both for the external engagement of the District with its members, and for the internal actions that the board needs to take. The plan has been aligned with the board structure.

Mike noted that the EVP position was blank in the board structure document, but he announced that Joe McDonald has accepted that role and will become the EVP as of January 1. That means that Joe will become the District President after two years.

Dave Montera indicated that the business plan is intended to focus on what the District will do over the next two years. He felt that we have had plans in the past, but they have not been communicated to the HOD and the District members as well as they should have. Therefore, this document has been prepared for approval by the HOD.

One of the features that Dave has added is a vision statement---something that the District has had in the past. He described it as a catch phrase that the District can utilize. He debated about whether he wanted to create one, but as the business plan was being developed, other things began to happen within the District. He decided that something was needed that everyone could easily remember. One of the events that triggered this decision was the passing of Johnny Wearing.

The phrase the Dave developed was "Lasting Friendships---Enduring Music". He noted that friendships within this District go almost back to the time when the Society was formed. Some people have been a part of Pioneer for 30, 40, or 50 years. He emphasized we are friends---first and foremost. He recalled the times when his quartets have competed, and other quartets have come in to offer words of encouragement beforehand. Afterwards, those same persons have applauded vigorously---even when a performance did not go well.

Dave also declared that we have enduring music. It is music that has been around for over 100 years. It can be re-arranged, but it is still enduring, and it tells a story.

He indicated that this phrase will be the theme for the next few years. He invited the delegates to join in on the theme. It was noted that pins were available in the registration area that displayed the theme.

Mike Hansen asked if there were any questions about the business plan. He reported that the BOD had approved it earlier that morning, and he now asked for its approval by the HOD.

Jeff Woodworth (Battle Creek) moved for approval on the plan. Michael Sobel (Kalamazoo) made the second. **Motion approved.**

12. Nomination and Election of Officers:

Dan Bezaire reported on behalf of this committee in his role as Immediate Past President. Before he began a process that would eliminate himself from his present position, he invited the delegates to give a round of applause for Mike Hansen's service.

12. Nomination and Election of Officers (cont.):

The slate that Dan presented consisted of:

---District President	Dave Montera
---Immediate Past President:	Mike Hansen
---Executive Vice-President	Joe McDonald
---Secretary	Jim McMahan
---Treasurer	Chris Berry

There were no nominations from the floor. Earl Berry (Detroit-Oakland) moved that the nominations be closed. Doran McTaggart (Windsor) made the second. **Motion approved.**

The secretary clarified that a motion was now needed to approve the slate of officers.

Earl Berry (Detroit-Oakland) moved this action. Ed Bax (Rochester and Motor City Metro) made the second. **Motion approved.**

13. Adjournment:

At 2:19 p.m., Dave Montera (Detroit-Oakland) moved that the meeting be adjourned. Dave Anderson (Rochester) made the second. **Motion approved.** Dave Montera was asked to lead the delegates in the singing of "Keep The Whole Singing".