

Minutes of the Pioneer District Board of Directors of SPEBSQSA, Inc.  
held on April 22, 2016, in the Harbor Springs Room of the Crowne Plaza Hotel in Kalamazoo, Michigan

Attendees:

-----Members of the District Board of Directors present:

Mike Hansen (President)  
Dave Montera (Executive vice-president, and also Director of Music & Performance)  
Jim McMahan (Secretary)  
Robb Smith (Treasurer)  
Dan Bezaire (Immediate past president)  
Chris Berry (Director of CDD)---(late arrival)  
Brian Dunckel (Director of C&J)  
Paul Ellinger (Director of Membership)  
Roger Lewis (Director of Events)  
Doug Weaver (Director of Financial Development)  
Ed Bax (Member-at-large)

-----Members of the District Board of Directors absent:

James O'Dell (Director of Mktg. & PR)  
Aaron Pollard (Director of YIH)

-----Guests:

Jamie Carey (director of Grand Rapids chapter)---(late arrival)  
Vicki Gibson (TVBC representative)---(late arrival)  
J.J. Hawkins (Harmony Foundation representative)  
Ev Nau (contest judge)---(late arrival)  
Murray Phillips (Society Board representative)  
Craig Pollard (substituting for Aaron Pollard)  
Brandon Smith (member of TVBC)---(late arrival)  
Alan Zaeske (raffle sales coordinator)---(late arrival)

1. Call to order:

Roger Lewis was asked to lead the group in the singing of "The Old Songs".

2. Quorum:

The meeting began at 10:02 a.m. Since some new attendees were present, Mike Hansen asked each person to identify himself. The secretary determined that there was a quorum.

Mike Hansen gave a special welcome to Murray Phillips in his role as Society board representative.

3. Adoption of the agenda:

Mike Hansen referred to the agenda before the board. Roger Lewis asked that time be included in the agenda for discussion of the current convention. It was decided to add that as item 8.i. No other changes were requested. **The agenda was adopted under Small Board Rules.**

4. Minutes of the BOD meeting on January 24, 2016:

The minutes had been previously distributed by the District Secretary.

There were no corrections requested on the minutes. **The minutes were approved under Small Board Rules.**

5. Treasurer's report:

Robb Smith distributed several documents. He had not been able to send them out in advance electronically because he had recently changed their format back to the one he used when he previously served as District Treasurer. The documents were; (1), a Balance Sheet as of December 31, 2015; (2), a Profit & Loss statement for January through December of 2015; (3), a Profit & Loss Statement for January through March of 2016; and (4), a history of budgets from 2011 through 2015 and a Projected Budget for 2016.

In the first document that Robb reviewed, he noted that the District's Comerica account had been retained, but all three of its old Flagstar accounts had been closed, and had been replaced with Citizens accounts. He mentioned the Security Benefit account which is a deferred annuity investment. He felt it was an inappropriate investment for the District. He didn't feel it was secure. He and Dave Montera have reviewed it from a legal perspective, and plan to make some changes in it to make our position more secure. Robb reiterated that he felt it was not appropriate for the District to be using---even though it does provide a good return of interest.

Robb cited the accounts receivable data which displayed a negative number. He is still trying to reconcile what is going through that account so he can get it fixed. He noted that the clearing account should show a zero balance. He used the H/F raffle held at each convention as an example of something that is charged back to the host chapter. The debits and credits should balance out to zero. In the data shown in his report, that had not happened.

Robb referred to the Windsor Sendoff figures. He remembered that the amount there was always \$2600. He planned to discuss the data with Doran McTaggart to find out why that was no longer so. A humorous aside about exchange rates prompted Robb to note that the Windsor chapter has a U.S. funds account which avoids any difficulties with that issue.

Next, Robb directed attention to the QCA account. He indicated he was not happy with the way it had been handled heretofore. He noted that QCA is an auxiliary group, and it not a part of the District's financial statement. However, it has been accounted for in our statements. This means that its debits and credits must be in their right places. Currently, some of them are in the District's accounts.

Roger Lewis mentioned that QCA had requested to be a part of the District in order to be covered by the District's non-profit status. Robb agreed that it would have been extra work for QCA to have sought 501(c)(3) status. It is allowable for them to be under the District's umbrella, and for their numbers to be reported in the District's tax returns. However, the QCA's expenses should not be included in the District's financial statements.

The last observation he made about the first document was that the District's equity is about \$67,000. He observed that it was \$84,000 when he left the District Treasurer position three years earlier.

In the 2015 Profit and Loss Statement document he reviewed next, he emphasized that he wanted the board to be able to see what each activity did---both revenue and expenses. He admitted he would normally have budget figures in this report for comparison, but one had not yet been established. His goal is to have that detail included in the future so that over- and under-budget figures can be given.

On the next page of this document, he referred to contributions. He acknowledged some board members, and other District members, reimburse the District for the cost of their convention rooms or other expenses. He noted that those reimbursements are contributions that can be taken on personal tax returns. Robb mentioned that those reimbursements have been posted as rebates, i.e., revenue, rather than being posted as contributions. He pointed out that donation of two rooms could amount to more than \$250. If an individual wanted to take that as a tax deduction, he should get a letter from either him or the District Secretary.

5. Treasurer's report (cont.):

Roger Lewis observed that many individuals donated rooms at the spring convention for usage by TVBC. For the fall convention, he suggested that they instead let the District pay for the room, and then donate the value to the District. That would clearly define the amount as a tax-deductible donation. It was clarified that the correct procedure is to write a check to the District. Robb indicated he is still trying to reconcile some of the room donation transactions. He urged that everyone keep those details in mind as he works to clarify the profit and loss figures. Everything is not together yet.

Roger Lewis observed that room reimbursements might be directed back as part of an individual's donation to Harmony Foundation. He wondered if that aspect is, or should be separated out for Doug Weaver's benefit. Robb took note of the suggestion.

Robb Smith then commented on the return that is made by the Society of the District portion of members' dues. He noted that a service fee is deducted by the Society, and the reported figure is a net figure. Robb declared that is not the way he would handle it. He would prefer to see the gross revenue. Right now, he is keeping that service fee number in an expense account. That way, we can see what it is costing the District.

Robb moved on to "bank charges---other". He noted that figure includes a \$250 deduction that lacks a description. He thought the number was unusual, and it would have been about \$50.

Robb next referenced the "contributions to representatives". He could find no contributions that were made to either the senior quartet or the youth quartet. He thought there should have been a \$200 contribution to each group. He cannot find it, or even knows if it was ever made. There is a possibility we have some "liabilities" to those groups for the last few years.

Robb went on to "office expenses---supplies". He pointed out the figure of approximately \$1100. This number includes \$630 for the badge printer. It was confirmed the board had approved that expense. There is also \$311 for print cartridges. It was noted that Larry Parker had purchased them, and given them to Todd Hoath. The secretary said that he had submitted a bill for a cartridge, but it was only around \$10-15.

Robb next referred to the "CDWI---revenue". He explained that it only showed a few cents because the revenue was recorded as a net figure after deduction of credit card fees. Robb felt that those fees are an administrative expense that should be charged separately. Since the board has allowed the CDWI function to use credit cards, he felt that CDWI should not be charged for that cost. He added that similar instances of fees being netted out occur elsewhere in the financial report.

Robb invited the board members to look at the entire report when they have more time to do so.

On the next page of the document which dealt with conventions, Robb had structured it so that each convention can be reviewed separately in terms of expenses and revenue---and see whether it made or lost money. He admitted this is not proper accounting format for a financial statement, but it gives the board the means to read it better.

Mike Hansen asked why some revenues are shown as negatives. Robb explained they're actually input as expenses, and must be shown that way to enable the software to handle them.

Robb paused to point out the remark on the upper left corner that says the report is on an accrual basis. He indicated that non-profits normally operate on a cash basis. When the organization has a budget, however, it is better to use a modified accrual basis. Leadership Academy was cited as an example. Much of its revenue is received in December, but the activity occurs in January. For budget purposes, this causes problems. By using an accrual basis, the revenue is deferred and reported in January.

Robb indicated that he might have to leave temporarily because of problem with one of the credit card charging accounts to be used for registrations at this convention. Dave Montera explained that the account got closed, so a new one would have to be established.

5. Treasurer's report (cont.):

**[Brief departure of Robb Smith noted.]**

After Robb left, Mike Hansen acknowledged the work that Robb has done to turn around the financial recording of the District. Admittedly, he is not completely through.

As an aside, Mike indicated he wanted to set aside some time in the agenda for both J.J. Hawkins and Murray Phillips to give their reports. J.J. commented that his report could wait until the afternoon HOD meeting.

Murray was asked if he wished to do the same. He replied that he had not asked for any time on the agendas for this meeting or the HOD meeting, but will make a few remarks at this point. As the chair and CEO of Sing Canada Harmony, he asked J.J. to mention Sing Canada in his report at the HOD meeting. Murray felt that Canadians would love to give to Harmony Foundation, but they get no tax benefit from doing so.

Murray reported that Sing Canada has given out about \$400,000 in scholarships---many of them to attendees of Harmony University. In addition, S-C supports students who are planning to teach music. Unfortunately, S-C is not able to raise enough money to do as much as H/F does. This is why Murray wanted J.J. to encourage Canadian members to give more to S-C.

**[Return of Robb Smith noted.]**

Robb Smith returned to his discussion of convention registrations in the financial report. He noted that pre-registrations involve on-line credit card receipts through a virtual merchant. On-site registrations involve a different system. He just learned on Thursday that the account had been closed, so it had to be re-opened. It normally takes 24-48 hours for an account to become active again. As of this morning, it was not working. Therefore, Chris Berry is setting up an account with his organization to handle the on-site registrations. The money will go to that group, and they will have to pay the monies back to us. Without this mechanism in place, we could have not taken any credit cards for registrations or Harmony Marketplace sales.

The next item that Robb discussed was the coaching cost of Bush League. He mentioned that the District adopted a policy in 2011 that a minimum of five quartets had to be registered for the event before the cost of the coaches would be covered. In 2015, the registration income for was only \$200 (four quartets). Robb noted that the event should not have been held unless the board approved a variance on its policy.

Roger Lewis explained that there were more than four quartets. Quartets that attended Quartet Boot Camp, and then went on to Bush League got their \$50 back. In some cases, Larry Parker merely held the checks and gave them back---so that income never got recorded. Credits were then applied to Bush League income instead of putting them against the Q-B-C accounting. Roger was sure that there were 7 or 8 quartets at Bush League. Robb concluded that this reveals additional accounting issues. Those credits are not a reduction of income, and should be identified as contributions from the QCA to the District. It was suggested that Robb and Roger need to have further conversations on this topic. Robb admitted that he has already put in over 50 hours to resolve issues of this type, and probably needs to apply another 20-30 hours. Since his professional rate is \$250/hour, this is a large contribution to the District!

Roger Lewis advocated that the District review the size of its contribution to Bush League. He thought that QCA had been making a contribution, but was not doing so now. Dave Montera noted that Q-B-C would come up later on the agenda, and wondered if that issue should be considered then. Roger thought it could be examined in the future as part of a larger examination of Bush League.

Robb moved on the topics of Q-B-C and Top Gun, but indicated he had made a note to himself of a need for more data on those items. He was reluctant to talk about them because he was not sure if the numbers were any good. He noted that he and Roger had already talked some about these items.

5. Treasurer's report (cont.):

Robb referred to the Profit and Loss Statement for January 1 through March of 2016 that he had provided. He noted there was little activity due to cancellation of Leadership Academy. He observed that the interest reported was only 16 cents because he doesn't have access to the statement for the Security Benefit account. He understood that interest was usually significant.

As he commented on the Leadership Academy portion of this document, he noted it was a short version, and details of activity are not shown. The report indicates a \$450 cost. Revenue was received in December, but refunded in January. The report shows a cost, but Robb noted that it was really a break-even event.

Robb pointed out the YIH expense which was for the rooms that Doug Weaver covered for TVBC at the Mid-Winter convention. The District reimbursed Doug for that expense as part of electronic vote taken in early January. Doug thanked the board for that reimbursement, and Craig Pollard gave his thanks for arranging for housing the TVBC members when they were stranded overnight.

Robb then referenced the last document---the 2011-2015 Budget History and projected 2016 Budget. This is what he would normally prepare in August for consideration at the fall BOD meeting as a budget for the next year. The document showed the history of expenses for the years of 2011 to 2015 so that the progression of expenses is available. No budget numbers were given, however, for 2016. This was due partly to Robb's uncertainty about the accuracy of some numbers, and also because he wasn't sure what our activities will be until they are discussed later in this meeting.

Robb couldn't remember when these pages were printed, but he recalled that they still show a host chapter fee payment of \$2000. This is because the Grand Rapids chapter was paid twice. That over-payment has been refunded.

On the bottom of the very last page of his report Robb cited a figure of \$7893, and emphasized that it will not agree with the financial statement. He did additional work on the latter after this last page was printed, and numbers were changed in the statement.

For Robb's benefit, Mike Hansen reiterated his earlier appreciation for the efforts that Robb has made on the financial records of the District. He was glad that Robb had provided some quantification of the amount of time he has spent.

Mike asked Robb if felt our financial position had been declining, but was now on its way up. Robb indicated his answer was "yes", but not with a 100%.

Mike asked if the increase shown in membership dues was related to the dues increase. Robb said that it was not. It is related to the accrual basis issue. While the Society usually sends the check for the District's portion of dues within 30-45 days, at the end of 2015 it was closer to 60 days, and a larger amount arrived in early 2016.

Robb's plan is to send a budget to the board within 30 days for on-line approval of the document.

A question was asked about what the current District dues were. The secretary reported they are \$30/year for a RG member. They have been at that rate for over a year.

Dan Bezaire mentioned that the financial review of the 2015 finances was made by Dale Hanson. His review was sent to most of the board members. Robb emphasized that Dale's report is not an audit. From Robb's perspective as a CPA, it is not even a review---it is a compilation.

**[Arrival of Ev Nau noted.]**

6. Consent items:

There was one on-line vote taken since the last board meeting to approve the usage of District funds to acquire inventory for the Harmony Marketplace. Mike Hansen asked Roger Lewis if there were any further comments to be made on this topic. Roger suggested that we wait until this convention is over, and then go from there. He did propose that we get some District-specific items for sale. He asked Murray Phillips to hold up a tee shirt as an example of something we might offer.

Roger noted that discussion of increasing the reimbursement to the host chapter is another detail that must be considered. Host chapters will no longer get income from the running of the Harmony Marketplace. He did note that we will be getting a 40% profit instead of 20% on sales, so our potential income is greater. He felt we have very good people running this activity, so it should be popular.

Roger felt we proved at the Grand Rapids convention what we can do with this activity. He was hopeful that, after this convention, we can decide what we should do.

Robb Smith observed that we had been charging back \$30 at each convention when we used the cash register. He thought our goal was to accumulate enough funds to purchase a new one. He had two questions. One, why weren't we charging to rent one? Two, why don't we ask John Baker if he wants to purchase a new one with the accrued funds?

Roger Lewis cited a convention in the Evergreen District where the H-M person did everything on a laptop---including keeping track of sales and following the reduction of inventory. A simple box was used for the accumulation of cash. He wasn't sure if we even needed a cash register. It was thought that a laptop might be cheaper than a cash register anyway.

Roger changed the discussion to the topic of Sendoffs. He noted that the first one was in Battle Creek, and then Windsor took over the responsibility. The purpose of the activity was to raise additional funds for our International competitors over and above what was budgeted by the District. Roger felt that the activity had gotten "folded in" to the District budget. The amount originally was about \$3000 total---\$50 for each chorus member and \$100 for each quartet member.

Robb Smith noted that the District's amount is still unchanged. Roger is seeing the amount from Windsor in an "agency" account of money transferred from that chapter for convenience of writing those checks to the recipients. Robb recalled that the District's budgeted amount was established in 2003. It was commented that the \$50/man number was set when that was the registration fee, whereas it is now over \$200 each.

7. Old Business:

a. Chapter Liaison Assignments:

Mike Hansen indicated that review of this topic has become necessary because of vacancies that have developed in the board. It is important that each chapter be covered---as far as possible---by a board member who serves as a liaison to it. Mike emphasized that our task is to create relationships (connections) with the chapters. Those connections can be made through e-mails or personal visits or contact with a key chapter officer.

Mike verified with Ed Bax that he was assigned to Lansing, Monroe North, and Battle Creek. Ed did not know that Battle Creek had been added to his list.

Mike could not review Chris Berry's assignments with him because of his absence.

Dan Bezaire was assigned to DOC and Rochester. Dan asked if he could swap out on DOC since that chapter meets on Monday night. Mike Hansen decided that he could pick up DOC. Dan was asked to wait until the assignments are finished to determine where a vacancy still existed.

Brian Dunckel was assigned to Hillsdale, Saginaw Bay, and Flint. Those chapters were still good for him.

7. Old Business (cont):

a. Chapter Liaison Assignments (cont.):

Paul Ellinger was assigned to Mt. Pleasant, Wayne, and Marquette. Those were still OK for him.

Mike Hansen noted that he had Traverse City, Alpena, and DOC

Roger Lewis was assigned to Michiana-Metro and Benton Harbor/St. Joseph. Those were still OK for him.

Jim McMahan was listed for Grosse Pointe. Robb Smith offered to take on that assignment, since the chapter is a lot closer for him and he used to be a member.

Dave Montera was assigned to Pontiac-Waterford and Livingston County. He agreed to continue with them.

Mike noted that James O'Dell had Windsor and Livingston County, but reported that James was submitting his resignation. Dave Montera had already picked up Livingston County. Paul Ellinger agreed to add Windsor to his list.

Aaron Pollard was not scheduled for any assignments, but his dad asserted that was probably just as well because of his school work. He still has 1½ years of schooling left.

Mike confirmed that Robb Smith was assigned to Grosse Pointe, while Doug Weaver was assigned to Gaylord and Sault Ste. Marie.

It was determined that Gratiot County did not have anyone assigned. The secretary pointed out that chapter was one of his anyway---so he could do it. However, to get someone from outside of the chapter, Mike Hansen decided to take it.

Kalamazoo was another vacancy. Roger Lewis offered to add that one to his list.

Grand Rapids was also on the unassigned list. The secretary offered to take it since it is within reasonably driving distance.

Holland was also identified as being unassigned. Dave Montera offered to take it.

Lansing was mentioned again, but it was noted that Ed Bax had that one already---plus Battle Creek.

Finally, Muskegon was on the unassigned list. The secretary agreed to handle that one.

Motor City Metro was mentioned, but it was suggested there was no need to have anyone assigned to it.

Doug Weaver commented on a visit he will soon be making to the Sault Ste. Marie chapter. He recalled that we had talked about asking that chapter to a chapter-of-honor at the next convention. He wanted to verify that was still our intention. Mike Hansen felt that it was. Doug advocated that the chorus members be given free convention registrations, plus preferred seating at the contests. The chorus would also be invited to sing—either for evaluation or scoring.

Mike Hansen announced that he will send out the new assignment list to the board.

This remark caused Mike to remember that the Pioboard e-mail list has not been updated. Therefore, he merely uses the e-mail names of the board members as a group list. It is only a list of 12 names. He felt this was the safest thing to do.

7. Old Business (cont):a. Chapter Liaison Assignments (cont.):

Roger Lewis asked if this could be fixed. Mike has asked both Steve Sutherland and Matt Tipton to do it, but there is confusion as to who has access to the Pioboard list. Doug Weaver noted that he is listed as the moderator, but he cannot access it. The secretary has also discovered that the list will strip away any attachments. Dave Montera thought this might be alleviated by the info he will present later in the meeting on Basecamp. The secretary added that he is unable to access Basecamp.

Mike Hansen reiterated that he is sending everything via a private list he maintains, since Pioboard does not send things to the right people. He noted that all of the e-mail addresses for board members are given on the District website.

b. Board Member Work Plans:

Mike noted that he would go around the room and invite the members to make comments on their reports. He decided to start with Roger Lewis.

## ---Roger Lewis (Events):

Roger assumed that everyone had read his report. He expressed his frustration that the last time we were able to get any local acapella groups to appear at a convention was at the Muskegon event. Local high school groups have been contacted, but they are usually working on other plans and don't want to take the time. He is looking for ideas on how we can improve that aspect. For the last Kalamazoo event, he knew of some groups (including one run by a barbershopper) and some groups at WMU. Unfortunately, he struck out.

In response to a question about the details of what was wanted, Roger indicated he had three spots in the program where he could use a group: one, right after the quartet prelims on Friday night; two, while the judges are tabulating the results of the chorus contest; and three, at a pre-show on Saturday night. He noted that sometimes we have a chorus situation that will fit in on Saturday afternoon. He is looking primarily for the Friday and Saturday night slots.

## ---Brian Dunckel (Contests &amp; Judging):

Brian indicated that we were confirmed for 18 quartets at this convention. Two of them are youth quartets that will only compete on Friday night because of conflicts they have on Saturday.

He noted that there will be 12 choruses---including a new one (Saginaw Bay) that has not competed for many years.

He pointed out that the senior quartets will be competing for the District championship.

A time change to start a half hour earlier will allow each of the three judges to spend 20 minutes with each chorus in the chorus evaluations afterwards.

Roger Lewis went back to his area to comment that we forgot to change the time of the Joe Barbershop Chorus rehearsal. It is listed as 9:30, but should be 9:00. He indicated that an announcement would be made that evening. Brian suggested that detail be put on the Pionet for those who won't be coming until Saturday morning.

Dave Montera wondered why two choruses singing for evaluation only were in the middle of the schedule. Could they have been put at the end? It was noted that one chorus in this category (Grand Rapids) had to be at the end because it is the host chapter. However, the choruses in question have dual members in other choruses, and it is a scheduling problem.

7. Old Business (cont):b. Board Member Work Plans (cont.):

---Brian Dunckel (Contests & Judging) (cont.):

Brian was glad that the schedule worked as well as it did this time. Sometimes chapters don't let him know about dual members, and he can't do anything about it at the last minute. He asserted that things have gotten better because of notices that are sent with the reminders about filing the CJ-20 form. However, there are some who still don't report, and they may get burned again.

Dave thought that the two choruses in the middle of the schedule were the two largest in the District. It was pointed out that the Mt. Pleasant chapter will not be large at this event. Riser configuration was set at seven by the size of Grand Rapids. Dave observed that small choruses look even smaller on seven risers. However, Brian noted this problem also exists at International competitions.

Brian asserted that it would be complicated to add or remove risers during a competition. This time two more risers were added to the previous setting to accommodate Grand Rapids.

Dave Montera indicated he understood the reasons for the riser setup. He was merely sharing concerns that he hears from chorus members about this issue.

A similar question was raised about quartets that might be competing for evaluation only. However, it was noted that all of the quartets in this competition are being scored.

Paul Ellinger suggested that, from the judges' perspective, it makes no difference what the goals of the competing groups are.

Mike Hansen asked Dave to reiterate the concerns he has heard from chorus members. Dave noted there were two issues. One, the two choruses singing for evaluation only at this event (Grand Rapids and Mt. Pleasant) have historically been the two largest in the District. The addition of the two risers makes small choruses look even smaller. Two, both of those choruses have also been historically the highest scoring choruses, and their presence in the middle of other groups makes the latter appear as lower performing. These are the reasons why it has been suggested that choruses going just for evaluations appear at the end.

Dave acknowledged that those who understand evaluation-only will know what is happening. For those who don't understand, the presence of the higher-scoring groups in the middle of the competition causes tension for them. The secretary observed that people in the latter group are competing psychologically, even though they are not competing numerically.

Roger Lewis asserted that, from the perspective of judges, it makes no difference whether they are listening first to an "A" chorus and then a "D" chorus, or vice versa.

Mike Hansen commented that he knew that small and large choruses at International compete on the same size risers.

---Doug Weaver (Financial Development):

Doug began by commenting on the great performance that TVBC did at Reno. The group represented the District very well. The group was also able to handle the stress of spending an extra night. Some of them had to make arrangements on their work and schooling. He thanked Pete and Sally Burns for providing the pizza party for the group.

Doug is looking forward to the future of TVBC and the Youth Chorus Festival. He noted that some changes will be occurring in the YCF. There will still be a cap at 20 choruses. Ten of them will be male, 5 will be female, and 5 will be mixed.

7. Old Business (cont):b. Board Member Work Plans (cont.):

---Doug Weaver (Financial Development) (cont.):

The District will need a plan for raising funds for TVBC again. Doug advocated that we hold another Parade of Checks at the fall convention. He urged that we budget for our level of support. He suggested that figure be capped at \$5000, but hoped the actual amount will be less if the P-O-C goes well. That procedure will give a message to TVBC that the group must come up with additional funds through other sources (performances, etc.). Doug was sure that Robb Smith would want to see a fixed budget amount of support from us. It was clarified that our budgeted support would be equal to \$5000---minus the amount from the P-O-C.

Doug anticipated that TVBC will grow. It is expected that they will go to San Antonio in 2017. He was confident they will represent Pioneer well.

Dan Bezaire asked for a history of contributions from the P-O-C. Doug noted that they amounted to about \$4000 last year. He pointed out that, two years earlier, the District supported TVBC and also was a YCF sponsor---but we can no longer afford to do that. He wished that we could, because it is a great thing to be a sponsor. We have done it three times. It is not practical to do so now. Doug noted that several districts do still serve as sponsors.

Robb Smith confirmed that Doug was asking for a line item to be added to the budget. Mike Hansen said it another way by suggesting that the P-O-C money, plus the District contribution, would equal \$5000. Doug clarified that he was actually saying that, in addition to the P-O-C, the District would contribute up to \$5000 toward what TVBC needed. Paul Ellinger offered a scenario of the TVBC needing \$11,000, the P-O-C yielded \$4000, and we would contribute \$5000. That will leave the group with a need to raise another \$2000. Hopefully, each singer in the group would contribute something.

Craig Pollard mentioned that Vicki Gibson would have more information to present when she arrives, but he knew that costs would be greater in 2017. Part of that is due to the addition of 10 more members to the group. He also knew that San Antonio will be expensive. He thought that Vicki was estimating a budget of \$18,000.

**[Arrival of Jamey Carey noted.]**

Roger Lewis observed that the YCF was originally capped at 30 choruses, but now it is capped at 20, and only 10 of them are male—a decrease of 66%. First off, he felt that didn't sound right. Secondly, he thought that each district should have a youth festival chorus contest---just like it has a chorus contest and a quartet chorus. He advocated that idea be promoted so that every district is supporting it. That would result in 17 choruses. He was concerned that the youth chorus festival concept has never been moved down to the district and chapter level. He concluded that one district might send several choruses---which he didn't think was fair. He proposed that some campaigning be done at the Society board level to change this process.

Doug Weaver asked J.J. Hawkins if there was anything in the YCF program that would preclude a district sending several choruses. J.J. was not aware of any limitations.

Dave Montera recalled a report that suggested the selection of choruses for the YCF might be moved to some kind of qualification process rather than by a "first come--first served" application. J.J. agreed that this is coming. He understood that future choruses will have to submit a video. It was noted, however, that this would apply to youth quartets. It was known that a total of 25 choruses had applied, and 20 of them will be selected in June. Craig Pollard observed that 27 choruses had applied for the Reno event, but ultimately only 17 of them made it. A couple of them dropped out a week before. He noted that a YCF has never reached its cap.

7. Old Business (cont):b. Board Member Work Plans (cont.):

---Doug Weaver (Financial Development) (cont.): .

Roger Lewis mentioned that the senior quartet competition went through a similar history in its early years. Four guys from different districts might decide to meet at the Mid-Winter to sing two songs, and acceptance was based on who registered first. Eventually, the process got fixed. Roger hoped that this will happen with the YCF. Right now it is totally independent of district involvement. He noted that involvement of Pioneer only began with the creation of TVBC. The first youth chorus ("Northern Exposure") did not ask for any District support.

Mike Hansen noted that discussion of this topic will continue when Vicki Gibson speaks

---Ed Bax (member at large):

Ed indicated he had nothing to report.

Mike Hansen recalled that the board had talked about a chapter charity program at conventions. This would be a group identified by the host chapter.

Ed felt this was something that is more of a decision by the host chapter. He mentioned that he talked to one chapter about doing it, but the chapter never made a contact. He got discouraged as a result. He knew that chapters sometimes have raffles, etc. in support of an activity, but they are so varied and difficult to structure.

Mike Hansen felt it would still be a nice addition to a convention if we could have a charity component. Perhaps the host chapter could identify a local group to support. Murray Phillips proposed that concept be included in the framework that the chapter works within as they plan to be a host.

Roger Lewis thought he misunderstood the original question. He felt that many chapters have a local charity to which they donate. He suggested that we collect that information as a record of what we do philanthropically and in community outreach. He wasn't aware of anything that the board would do with the info.

Brian Dunkel mentioned a follow-up of an idea that came up at the Mt. Pleasant convention. A member of the Muskegon chapter reported he had a nephew in Afghanistan. He proposed that convention attendees bring their own toiletries, and then donate what was in their hotel rooms. A large quantity was collected, and the Muskegon member shipped it. This was an example of a "We Sing, We Serve" project. Brian urged that we do something each time.

Mike Hansen mentioned that the Grand Rapids chapter supports a local veteran's home. He realized that a lot of toiletries are donated to it, and that could have been planned for the convention held there. It was noted that such donations would be credited to the host chapter, and not to the District. He suggested that this be considered for the fall convention.

---Craig Pollard (on behalf of Aaron) (Youth in Harmony):

Craig referred to the report last fall about an e-mail that Aaron sent out to over 400 schools in Michigan. This email listed International connections for music and other resources. Subsequently, it was discovered that many of those e-mails went into "spam" folders. Therefore, Aaron partnered with Marshal Music and its road representatives. The road reps hand-delivered the information. This info included the connections, links to the quartets and youth groups that that won at International, and how to get music.

7. Old Business (cont):b. Board Member Work Plans (cont.):

---Craig Pollard (on behalf of Aaron) (Youth in Harmony) (cont.):

He reported that six high schools had replied, and were actively teaching barbershop in their program. The schools were West Bloomfield H.S., Bloomfield Hills H.S., Marysville H.S., Farmington H.S., Farmington Harrison H.S., and Warren De La Salle H.S. Aaron has talked with personnel at all of them. Craig mentioned he recently had a quartet rehearsal at Brian's house, and a quartet from Marysville was invited to come over for coaching prior to their school talent show. The group was taught some tags, and told about TVBC---which they may join.

The secretary asked if they were told about the Harmony Explosion camp. Craig affirmed that they were through the packet of information that went to their school. Unfortunately, all of them were seniors who would be graduating soon.

Craig passed out a copy of the e-mail that was sent out to the music educators. It listed the link to the educators guide, and the videos of "Insignia", "Instant Classic", "Double Date", "GQ", and the "Westminster Chorus".

---Dave Montera (Music & Performance):

Dave reported that he wasn't going to add anything to what was in his work plan other than to note that the Top Gun program never got off the ground. It doesn't get the participation that one would expect from the top choruses in the District. He would like to move that program into something that can be offered to all of the District choruses. The coaches to be brought in would work with the choruses in a rotation during a single day in a single location.

The other thing that Dave had not included in his plan was the topic of Bush League. He wanted to help promote that activity more. He also wanted to see a budget set up to support it.

---Paul Ellinger (Membership):

Paul indicated he would only provide an update to his written report. He noted that the Marquette chapter had its inaugural show on the preceding Saturday. He served as the emcee.

It was suggested that he have his family sing, so the "Ellinger Family Quartet" made its first appearance. Another group that performed was "Vintage Mix". The featured quartet was "Acoustix".

Paul wanted to emphasize the circumstances of the show, since Marquette is our first new Pioneer chapter in a while. Paul has been working with Peter Stephens-Brown on the development of this chapter. It was necessary early on to work with the Land-O-Lakes District since the chapter would technically fall within that district. Peter, however, wanted the chapter to be in Pioneer.

On the Friday before the show, visitations were made to schools. The quartets that went were Paul's family and "Vintage Mix". They went to a small school and expected to be performing for a 5th grade class. Instead, they were met by a school assembly of 800-1000 youth. The local TV station also sent cameramen. Paul was concerned about his sons being overwhelmed, but they were excited to be there. Paul observed that the reaction of the students was like seeing the 1964 Beatles. Also, they were so well-behaved.

Paul was amazed that a chapter of nine members was able to learn music, bring in three quartets, and find a show venue. Also, they sold 50% more tickets than they expected. The chapter has established an altruistic purpose of supporting music in the school that was visited. They had planned to donate \$500 to the school, but instead were able to give ~\$2000. Paul reiterated his amazement that this group of nine did all of this.

7. Old Business (cont):

b. Board Member Work Plans (cont.):

---Dan Bezaire (Immediate Past President):

Dan had nothing to report.

5. Treasurer's report (return to):

It was noted that the treasurer's report had never been received. Roger Lewis moved for receipt of the report. Doug Weaver made the second. **The report was received under Small Board Rules.**

**[Some time during the preceding discussions, Vicki Gibson & Brandon Smith joined the meeting.]**

7. Old Business (cont.) (back to agenda):

e. The Voice Barbershop Chorus (out of order):

Mike Hansen invited Vicki to speak at this time so that she could move on to other activities she had planned. He observed that Craig Pollard had already made comments on this topic.

Vicki introduced Brandon Smith, who is one of the musical leaders with the chorus. He will also share some info on this topic.

Vicki thanked the board for giving them the time to present info about the chorus. She also thanked the District for its financial support of the chorus during its first two years. She recognized that the money and sacrifices made by the District allowed the chorus to exist, and to travel to International contests. She felt the help and support from the District was very instrumental in guiding the group. She pinpointed the special efforts made by Roger Lewis and Doug Weaver. She especially appreciated the donations of rooms at conventions that were made by board members. She reiterated her thanks for the help the group got that enabled them to come to this convention to be mike testers and to get scoring. She asserted that the boys were aware of the support they have received.

She gave special thanks for the unusual support that the chorus needed when it went to Reno. It was described by her as being a scary time when she had to rebook 30 flights. The group ended up going in two groups on different flights via different cities. Both groups arrived back in Detroit on Monday night just 15 minutes apart.

She added thanks for Doug Weaver's help in getting rooms for the group on Sunday night. She also appreciated the help from Pete and Sally Burns for the food that night.

Because most in the group had run out of cash, Vicki went to the ATM in the casino to make a withdrawal. There, she met Doug Anderson and mentioned what she was doing. Shortly afterwards, he came back with a quantity of cash for the group to use for food to the day. She concluded that all of the group's needs were met by the District, and they felt very safe and blessed.

Vicki thought the group's fourth place finish out of 17 was incredible. When they came on stage and began their performance, her reaction was "Where did they come from!" She also felt that Pioneer made a big impact between its senior quartet and TVBC both being high-scoring groups. She said that people from other districts sent e-mails with comments that our youth were the "neatest kids". They introduced themselves and sang with others. She asserted they were great ambassadors. She said there never any incidents. The group went with the flow and went to their classes. She felt that the group was an exceptional group of guys. She felt privileged to be one of the chaperones.

Vicki wanted to give a progress report from her perspective as an administrator and chaperone. The group had established a mission statement: "To reach, teach, and equip young men in the art of four part acapella singing in the Barbershop Harmony Society".

7. Old Business (cont.) (back to agenda):e. The Voice Barbershop Chorus (out of order) (cont.):

It was considered necessary to have a goal so that the group could answer the question "Who are we?" During the first two years of TVBC, a reach-out was made to 40 young men. Out of that group, 25 participated during those two years. In the second year, the teaching role was expanded by involving several as assistant directors or section leaders. In the first year, most of those aspects were done by Aaron.

The chorus recently began its third year, and has had two rehearsals. The group has three music leaders and a new section leader staff. Other persons are also being trained to do different jobs. She suggested that this year was more focused on the equipping role. She was of the opinion that young men who eventually age-out of the chorus will come into BHS choruses as viable future leaders.

Vicki believed that the caliber, talent, and ability of each of these young men is amazing. They are very high level musicians. She did not expect that at the beginning. She thought it would be enough just to get them to sing. She found out that they went way beyond that. She considered this to be positive news for Pioneer.

She pointed out that all of the chorus leaders are college students or recent college graduates. Many of them are in the music education field.

She observed that the District will get to see all of the chorus leaders in action since there will be two quartets in the youth quartet competition. The new section leaders decided to become a quartet---"Four Instance" (quartet # 4). The other quartet from the chorus is "Frontier"---the current District champion (quartet # 9).

She believed that word of the success of the chorus was getting out. At the first two rehearsals, 14 new young men came. Also, 22 of last year's 25 returned. By combining the numbers, Vicki admitted she was getting nervous because that could mean a chorus with 35-40 members! She knew also of more youth that might be coming. When she sees at a new member at the door, she sees \$800!

**[Doug Weaver indicated he had to leave to pick up a judge at the airport.]**

Vicki felt that the music leadership has grown in knowledge and ability. They are able to run a three hour rehearsal---non-stop---by rotating between the three leaders. She thought it was unique because each one has different strengths. This helps to capture the interest and imagination of the youth.

The TVBC administrative team is very proud of its three leaders because all of them have received full scholarships to attend Harmony University this summer. Brandon Smith and Aaron Pollard received their scholarships from the Society's general music educators fund because they are in music education. Cody Harrell is graduating from MSU this year, but he is a journalism and English major. His scholarship came from the International Association of Senior Quartet Champions. Vicki felt this would have tremendous impact on Pioneer because of the training they will be receiving.

Vick confirmed Mike Hansen's earlier comments about changes in the youth barbershop competition system. She wasn't sure how that will affect TVBC. She asked Brandon Smith to discuss those changes and how they might affect the group.

Brandon indicated that he had recently begun teaching in St. Johns after graduating from MSU with a degree in music education. He is working as a permanent sub. In his first week of classes, he exposed the students to "Instant Classic". He is looking forward to bringing his excitement about barbershop to his students.

He chose to piggyback on Vicki's comments about the mission statement. He felt the three words (reach, teach, equip) were important to the division of the chorus leadership.

7. Old Business (cont.) (back to agenda):

e. The Voice Barbershop Chorus (out of order) (cont.):

The first change in the system is that the scope of the college quartet contest has been changed with the use of a new name: "Youth Quartet Contest". There are a few other changes, but they will not affect the two quartets competing this weekend.

The changes that will affect TVBC are in the Mid-Winter convention. The youth chorus competition has been opened up to mixed gender and all-female choruses. This will make the YCF into a full youth festival. The feedback Brandon and others have gotten from the YCF leadership suggests that the total number of choruses will be kept around 20. Half of them will still be TTBB or barbershop, and the rest will be divided equally between female and mixed. Using last year's numbers, it looks like there will be 10-12 male choruses, 5-6 all female, and 5-6 mixed.

The leadership has decided to reach out more to high school groups, and to get more people exposed to barbershop harmony. Brandon felt that some really exciting stuff can be done. That leads TVBC to be concerned with how it makes its fit.

Upon talking with Society staff (Joe Cerutti), TVBC learned they were the first group to reach out. Joe informed them that they check a lot of the boxes that the Society has. The chorus is a sure fire investment. It has been around for two years. It has never "flaked out". It puts on a good show. Finally, it does wonderful work. Brandon asserted that everything TVBC is hearing is very promising.

The chorus will get official word of its acceptance for San Antonio in June. That word will be shared with the District when it is received. Meanwhile, TVBC is carrying on as normal. It is not slowing down. It is excited about the new year. As previously noted by Vicki, the chorus has almost doubled in size. The return rate was 22 of 25. Two of them aged out, and one moved out-of-state. Brandon interpreted the statistics as being a 100% retention rate. At the last rehearsal, five were missing. That meant that there were 33 present.

Brandon wanted to share two stories from the Reno Mid-Winter that exemplify what TVBC is getting from Pioneer, and how that relationship is shared with other choruses.

The first one is the airport story. The support from the District made it possible for the group to survive the experience. Brandon couldn't thank everyone enough for that help.

The chorus was sitting in the Reno airport after many delays. Meanwhile, there were many other barbershoppers who were flying out the same day. Several TVBC members were seeing famous persons, and were wondering if they could approach them to sing. Finally, some TVBC members went up to these individuals. After two hours, every TVBC member was singing somewhere. One of Brandon's friends was thrilled that he got to sing with "Forefront". Even though the snowstorm was a financial burden, it changed a lot of lives in the chorus.

The second story was related to the senior quartet contest. As the schedule worked out, the youth chorus rehearsals occurred at the same time as the contest. However, members of TVBC were pulled out around the time that "Rolls Voyce" was to compete. The chorus stood at the back of the venue and began chanting "Pi-o-neer". The emcee (John Miller) began waving his arms to lead the chant, since that had not happened all day. The members of the quartet said later they were really pumped up by the enthusiasm of the chorus. When "Rolls Voyce" got the announcement of its 4th place win, the chorus collapsed on the quartet. It was a big moment of Pioneer pride. The quartet was also proud of TVBC taking a fourth place as well.

Brandon declared that anyone concerned that youth chorus members are not committed to barbershop or to the chorus, should know that it is the exact opposite. They are not looking to age out eventually, but to be better equipped to join existing Society choruses. Many of them feel ready now to join such groups. Meanwhile, they are enjoying their current experience.

7. Old Business (cont.) (back to agenda):e. The Voice Barbershop Chorus (out of order) (cont.):

Brandon concluded with his "State of the Union" report on the chorus. He, Cody, and Aaron were all excited that they will be going to H/U. Brandon's personal excitement was related to his opportunity to bring leadership back to TVBC and to Pioneer as a whole. Whenever he and the members of his quartet get together, they wonder how they can give back to the District. When he began singing barbershop as a junior in high school, his family was on a limited income. When he joined the Society, he didn't know there were membership or convention fees. The Flint chapter just paid them and didn't tell him. He didn't learn about fees until he was a college sophomore. Brandon thought this might be the case for TVBC members. They are so exciting about what they are doing, and they recognize that the District is supporting them. However, for some of them, their experience would not be a reality with that support. He asserted that the District is changing lives---whether you know it or not. This comes from the support that is given to the youth movement and through monetary gifts.

Brandon repeated Vicki's comments about the diversification of the leadership of TVBC. It is no longer just Aaron. There is a music team. Ownership is being given back to the chorus. The section leaders are not him and Cody and Aaron. It was interesting that the section leaders chose to form a quartet. He was excited that there were TWO youth quartets competing. This is something which hasn't happened in a while. He cited all of this as examples of how the youth movement is being moved ahead in Pioneer.

Brandon declared that Pioneer has changed his life a lot. He noted that he has a major in music today, and has graduated from MSU because of barbershop. He had a 3/4 scholarship to go to Kettering as a major in applied physics and aerospace engineering. He might have made more money in that field, but he has been a lot happier majoring in music. He remembered a recital that would determine if he could major in music, or find a new major. However, every time he has wondered if he could make it in the field, or if he could make a difference, barbershop has pulled him back from the brink and kept him on track. He wants to see more youth get similar opportunities. He didn't want any barriers to get in their way. Since money is tough for many people, he didn't want to see that be a big barrier. That was why he was saying "thank you" for everything the District has given to the chorus, and was giving a preemptive thank you for its continued support.

Because there was much to covered yet in this meeting, Mike Hansen asked that the meat of the topic be discussed. Vicki Gibson announced that the chorus had secured free coaching in the fall with Scott Kitzmiller. Cindy Hansen will also be providing coaching. The chorus has been fortunate to acquire free rehearsal space.

The group is also looking at new ideas for fund-raising. Vicki noted that it cost almost \$14,000 to get the group to Reno. With more members joining, she expected that number to go up. San Antonio should be just as expensive---if not more so. She announced that the group has been offered a couple of shows. The chapters that have hired TVBC in past usually have been quite generous.

Eligible members are also being required to do personal fund-raising to support their flight cost. This fact is in the beginning letter that chorus members receive. The amount of that support has not yet been defined.

Another idea being discussed is to have a Send-off show or party in cooperation with the senior quartet representative. This event will probably be scheduled in December. District chapters and quartets will be encouraged to attend, and to donate to it. It was anticipated that a host chorus would be found to help put on this activity. This idea is still in the talking stage. Vicki felt it was important that groups be a part of the fund-raising effort, rather than just sending a check to the District.

Vicki declared that TVBC was open to ideas on how to do fund-raising. She said that she was ready to hear them.

She did ask if the board thought it would be able to offset some of the expenses of TVBC. She admitted she won't know what those costs might be until August or September.

7. Old Business (cont.) (back to agenda):

e. The Voice Barbershop Chorus (out of order) (cont.):

She also asked if the chorus could be the mike testers for the chorus contest. It was confirmed that the group could sing for score in that contest. However, Brian Dunckel indicated he did not want to take the mike testing role away from the Joe Barbershop chorus.

Another question she submitted was whether there was anything the chorus could do at the fall convention that would help the District. It was felt that opportunities would arise if the members are there. Roger Lewis will check with the QCA (as the host chapter) to see what might be possible.

Vicki emphasized that none of the Pioneer donations go to support the six chaperones that travel with the group. Those persons pay their own way.

Mike Hansen explained that the board had been discussing the continuation of the Parade-of-Checks. He added that the board was looking at its budget, and was considering making its level of support equal to the monies received in the P-O-C, plus District funds up to \$5000, toward the total budget needs of TVBC. He repeated the scenario previously discussed in this meeting, and indicated that the support was capped at \$5000. Vicki appreciated getting that number for her planning needs.

Vicki asked if there were questions. Paul Ellinger looked at the limitation of ten choruses, and wondered what happens if the chorus is not selected to go to San Antonio. He asked if the mission of TVBC is defined on the basis of going to the contest, or is the mission defined to exist regardless.

Vicki explained that TVBC was created uniquely as a festival chorus. Unlike most choruses, it does not come from one school or one community. TVBC is from the State of Michigan. Its membership represents six universities, three high schools, and three middle schools. The group was formed to be a festival chorus. As the chorus has grown, it has become more invested in the Pioneer District.

Now the chorus has to re-evaluate its status as the new YCF rules come into place. It is optimistic that it will be selected for San Antonio. Paul Ellinger was glad to know that the chorus was looking ahead in this regard. He recognized that if the chorus does not get invited to San Antonio, "the wheels fall off real fast". Vicki felt that if that happened, the chorus would probably fold because so much is invested in the minds of the members, and a structure is in place. The group has to have a goal. Paul asserted it would be unfortunate if a contest determined whether or not the group exists.

Brandon Smith mentioned that the group reached out to many in the Society as soon as the new rules were announced. The feedback they got was that the Society did not want to prevent a current movement with a lot of motion behind it to falter.

Brandon noted that the big goal of TVBC is still to get to the festival. The contacts that were made within the Society indicated that they need groups that fit that criteria. The belief is that most of the high school groups will fall into the mixed group category. Some of TVBC's competition for slots may become mitigated by more of those groups going there.

Brandon thought it might make it easier for the group to be accepted. But it still has less of a guarantee. Before, it was the only representative of Pioneer. Its advantage now is that it puts checks in boxes of things that other groups can't do. This makes it more secure for the group to be invited.

To give a direct answer to Paul's original question about what happens if the group is not selected, Brandon noted that the group has talked about becoming a show chorus. It would be a lot harder to organize shows around the schedules of youth, and to take into consideration the geographic dispersal of the members. Some members live as much as two hours away from the monthly rehearsal location.

Paul was not so much concerned about the present members, but for the future. He felt that experiences like the Reno airport are an important part of the group's identity. They might include experiences at conventions as well.

7. Old Business (cont.) (back to agenda):e. The Voice Barbershop Chorus (out of order) (cont.):

Murray Phillips observed that the Ontario District has a youth chorus that is very similar in character to TVBC. That group decided not to go to Reno because of the cost. Instead, it went to Indianapolis to work with "Instant Classic". They were part of a 300-youth Harmony Explosion camp. That experience has motivated them to continue. He suggested that leadership of TVBC consider that as an opportunity. However, he emphasized that he thought that TVBC was very likely to get accepted. This was merely offered as an "if worse comes to worse" scenario.

Vicki Gibson affirmed that the group is exploring other "carrot" options. Paul Ellinger assured her that his question was not a lack of support.

**[Departure of Vicki Gibson, Craig Pollard, and Brandon Smith noted.]**c. Senior Chorus Competition (back to order):

Mike Hansen mentioned that the Society is trying to get a district senior chorus competition initiated---to be held at the Mid-Winter. Districts are being encouraged to promote it. Mike recalled there was not a lot of interest in the concept in our district.

Murray Phillips commented that the purpose of the program is to give those who do not have another way to participate in the Mid-Winter to have a unique opportunity. He noted that all-chapter choruses that have come to the event are fantastic. He has sung in two of them. The difference here is that the judges would actually score groups that sing in district competitions. The top five in the Society would then be invited to come to the Mid-Winter.

Jamie Carey suggested that a QCA chorus might sing in it. Murray agreed that the QCA might be the core of such a group, but members of the district would be invited to participate as long as they were 55 and older. This would be an opportunity some of them might not otherwise get to do. That would be especially true for individuals in smaller choruses that will never go to International.

Murray pointed out that the idea came originally from the Johnny Appleseed District. His own district has considered the idea, but has a problem of finding the time within a convention to include the activity.

d. Policy Manual/Matrix Update:

Mike Hansen indicated that another task was thrown at Robb Smith---in spite of his busy schedule. This was to rewrite, update, and clarify the policy manual, and the convention matrix. Mike reported that, two weeks earlier, he and Dave and Robb and Brian had met for the purpose of working on this project. They displayed the manual on a screen, and went through the 50 pages of content.

Mike noted that the document needs to be approved by the board. He can either send out a markup copy with all of the changes identified, or send out the new document for review. He declared that 90% of their work was simply cleanup. There were some adjustments made on the meal and mileage allowances. However, very few actual policy changes were made. Most of it was technical re-writing.

Paul Ellinger stated that he would prefer to see the markup version. The secretary called this a "red-line" version. Mike said that he would be happy to e-mail out that document. He intended to give the board some time to review it, and then make the final edits and get an on-line approval.

Though this topic was not on the agenda, Mike Hansen commented about our plan to have a strategic planning session in conjunction with the January board meeting. Because of scheduling and weather, it never happened. He wondered if we still wanted to do that activity in conjunction with budget development. He felt the vision and mission of the board will be influenced by the budget. Conversely, the budget will be influenced by the mission.

7. Old Business (cont.) (back to agenda):

Mike felt that this was still something important that should be done. The secretary asked if he was suggesting that it be done in the early fall. Mike was looking at an earlier possibility of doing it in August.

Murray Phillips announced a surprise he could share was that our Society representative at the Pioneer fall convention will be a member of the strategic planning committee. The reason that will happen is due to a strategic planning effort that the Society is making. Its intention is to have members of that committee serve as reps in the fall. He noted that the Society board will be spending three days in a planning session within a few weeks. He said that he could share some notes later about a terrific process that gets an organization focused on what should be done.

Robb Smith was asked when he thought a good time might be to do this in conjunction with budget development. He admitted he didn't know since he has normally done budget development by himself. Mike Hansen was convinced that the task should be done at the same time that strategic planning is done.

Paul Ellinger felt that the two tasks were closely linked. If you don't have a "flag on the hill", he felt that we would become an operational board that operates in a status quo role.

Roger Lewis suggested that the board meet on the Thursday night before the convention and do it then. He pointed out that many districts hold meetings on the Thursday night beforehand. He observed that we would have an S/P person at our upcoming convention anyway. It would be awfully late, however. Mike Hansen noted would be an efficient way to do it.

Dave Montera concluded that we might be assembling a budget after  $\frac{3}{4}$  of the year has gone by. However, it was noted that this planning session would be focused on 2017. Paul Ellinger added that we could get more participation since everyone plans to be there for the convention. By going at another time, you begin to lose participants. Mike Hansen agreed that it would have less value if only 50% of the board is there. He decided that he would try to set up something for the Thursday before the next convention.

8. New Business:

a. Board Vacancies:

Mike Hansen cited the current vacancies that exist for a director of CS/LT because of the resignation of Mike Ridenour, and for a director of Marketing because of the resignation of James O'Dell. Mike reminded everyone that the purpose of bringing at-large members onto the board was to groom people for moving into vacancies such as these. Although he had not talked with Ed Bax in advance of this discussion, he made an offer to him to consider the marketing position. Ed felt that he didn't have the qualifications to handle that particular job. Dan Bezaire stated that he might be willing to consider that job, however.

Paul Ellinger wondered if Ed would consider the CS/LT job. He told Mike that he would talk to him about the position.

It was suggested that we begin to look for new at-large members for the board. The secretary recalled that names of some individuals had been mentioned previously. He urged that we resume that process and talk to those persons. Paul Ellinger agreed that we should be listening during the weekend so we can identify additional candidates. Doug Weaver expanded that idea to include conversations that occur during chapter visits. Paul especially felt we should focus on people who are strategic in their thinking---rather than operational.

b. Host Chapter Payments:

Roger Lewis stated he would make a recommendation on this issue after the convention.

8. New Business (cont.):c.1. Quartet Boot Camp/Quartet Factory:

Dave Montera reported that he and Roger Lewis have developed the outline of a budget. Since a District budget is not yet set, he proposed that something be defined for these events—with a few caveats.

He and Roger were hoping for 15 quartets for Boot Camp. At \$50/quartet, this would yield \$750 of revenue. The room rental at the Okemos Center will be about \$1100. Travel costs for the coaches would add another \$150. Lunch for the attendees would be about \$750. Total expenses would be around \$2000---versus the \$750 in revenue. Roger noted that the deficit would be split between the QCA and the District.

The secretary verified that these numbers were being advanced for Robb to enter into his budget---which will be approved later via an on-line vote.

Because both the Boot Camp and the Factory were being mentioned, the number of registrations for each event to date got confused. It was finally established that 10 quartets were needed to make the Boot Camp successful, and five have signed up so far. Six persons have signed up for the Factory (an “underwhelming” response), and the distribution of voices is bass-heavy. Dave Montera noted that, if we got 40 for the Factory (equivalent to 10 quartets), at \$12.50/person we would receive \$500. The cost of lunch for those 40 would cost about \$500. Hopefully, the Factory would break-event. Roger noted that the lunch costs \$10/person, but we charge \$12.50.

Paul Ellinger proposed that the board do a phone tree communication with chapter quartets, and encourage attendance at either of these events. He recommended that we get from Roger or Dave the key points that should be shared. This is also information that could be mentioned in after-chapter meetings.

Paul recalled that in the first year of the Camp and Factory, there were 14 quartets. This was a result of phone calls to every known quartet in the District. He urged that we continue to do this in support of a very good outreach program. He noted that, five years earlier, it was rare to have a quartet score over 7.0.

Dave Montera agreed with the building of support for these events, and liked Paul’s idea of a phone tree. He advocated doing more advertising, and sharing the info with our contacts within the chapters. He reiterated that he was looking at a budget in the \$2000-2500 range, but with \$900-1200 of revenue.

c.2. Rules For Writing Parodies (extra item):

Mike Hansen indicated that Dave Montera had asked for this topic to be added to the agenda. Dave reported that the issue had come to him in his role as legal counsel for the District.

A member of the District attended a class at H/U on writing parodies, and then decided to write some and create a quartet to compete with them. He discovered that Pioneer is the only district with a policy that requires ASCAP clearance for parodies. The individual then contacted Dave. Dave admitted he has done little research on the topic. However, he did find case law that says that parodies are reviewed on a case-by-case basis using four criteria. All four must be met in order to be a “fair use”, and then one does not have to get ASCAP clearance or a license from the copyright holder.

Dave looked at big name performers who do lots of parodies. The best example is Weird Al Yankovic. He has a practice of getting clearance on every one he performs. He has found that to be cleaner and easier. Dave mentioned that 2 Live Crew asked for clearance of a rap parody of the Roy Acuff song “Pretty Woman”. The 6th Court of Appeals said it was not a fair use, but the Supreme Court said it was. However, the latter did say that each case must be reviewed separately, and that there is no firm rule on this type of usage.

8. New Business (cont.):c.2. Rules For Writing Parodies (extra item) (cont.):

Dave's recommendation was the District not change its policy. If someone wants to create a parody, it has to have ASCAP clearance. We don't want an un-cleared parody to be performed on our stage---even if it is not for remuneration.

Mike Hansen thought it was odd that we are the only district with such a policy. He was surprised that the Society doesn't have a policy. Dave will check with Noah Funderberg (Society legal specialist) to discuss this further. Dave felt that we do have a good, solid policy.

Mike noted that we have had quartets sing parodies in contests. In his own chapter, Dave has a quartet that does nothing but parodies.

Murray Phillips asked if he could put in his report that Dave will consult with Noah. Dave assured him that he would.

Paul Ellinger did not disagree with Dave, but thought there must be some loophole. He knew of another performer before Weird Al's time that couldn't get clearance, but did a song anyway---and got away with it. In the future, another copyright owner might find a loophole that stops a parody. The other question is how much money is one willing to spend to show fair use.

d. Base Camp:

Mike Hansen referred to some earlier discussion about how we communicate, and the fact that we have made some use of Base Camp within the board and in the district presidents' meetings. He did not want to see the adoption of some new technology that added more complexity and passwords. He asked Dave Montera if Base Camp is simple enough that all of the board (including the secretary with limited computer resources) can master, and is user-friendly enough, and is useful enough. He referred the topic to Dave for more comment.

At the district presidents' level, Dave felt it was the easiest way to 17 DPs and 17 EVPs to communicate on a regular basis. Since this board is spread out across the state and only meets two or three times a year, Dave sees a need for a communication facilitation process.

The biggest advantage of Base Camp is that it is free. Its biggest disadvantage is that we can only set up 7 projects in the free version. He felt there may be ways to work around that limitation by restructuring. It was asserted that we should be able to set up 10 projects. However, Dave knew that we had 7 right now, and could not get the system to set up a new one. It was thought that maybe three more have been created, but are hidden.

Dave mentioned that Base Camp is an on-line application that can be run on a computer or with major cell phone applications. Dave proposed that each board member be set up within Base Camp, and then assigned to the different projects.

A question was asked about what constitutes a project. Dave delineated the existing projects. The first one was the "2015 fall convention" in which all documents for that event were gathered. Within that project there could be communication, discussions, and uploading of documents.

Other projects were created for the 2016 spring convention, for the CDWI, for District board meetings, for the policy manual update, the Standing Ovation program, and the Top Gun program.

Mike Hansen asked if projects could be removed. Dave said that they could, but he would like to one set up for contests that would combine the ones previously limited to specific conventions. A comment was made that they be made more generic. It was suggested that convention scripts could be placed there as they are developed.

8. New Business (cont.):

d. Base Camp (cont.):

Murray Phillips offered the services of Antonio Lombardi (district secretary for the New England District) as a resource. Murray described Antonio as an expert in this area. He has used it for years in his work.

Mike Hansen was concerned about how we can train board members in the application. It was noted that a training video exists that was created by Erin Harris and Antonio.

Dave Montera felt that the application was easy to use. He asked the secretary why he could not access it. The answer was the operating system (Windows XP) on his computer, which limited him to using Internet Explorer 8 as a browser. An attempt to install Google Chrome as a second browser caused a major crash of his computer. Installation of the browser Firefox has not been tried yet.

Since there was no time in this meeting to show the Powerpoint training video, Dave urged everyone to review it on their own. Mike Hansen asked him to e-mail the file to everybody.

Several persons described scenarios of how communications through normal e-mail modes can be confusing, and how Base Camp can overcome those problems. The application also provides e-mail notifications when something is added to a project. It generates a summary at the start of each day of additions from the day before. Also, accidental deletions of messages can be avoided. The system puts all of the messages about the project together, rather than having them separated through different e-mails.

Mike Hansen suggested that a project called "Pioneer board" could be used to collect all of the info that is shared with board members. It was noted that project already exists.

It was mentioned that the training video is on the Base Camp website. Dave Montera said that he will share with everyone the link to the site.

e. "I Sing" Buttons:

Dave Montera connected this topic to the earlier comments by Roger Lewis about selling District-specific items at Harmony Marketplace. He reported that the Society has stopped producing this item. Dave indicated that his chapter has been using them, and has considered acquiring them on its own. But then, it was thought that they might be a good item to market through the District. Dave will discuss this topic further with Roger.

**[Arrival of Alan Zaeske noted.]**

f. Top Gun and Harmony Mercenaries:

Jamie noted that the Top Gun program did not happen this year. He observed that setting it up was a challenge. He called or e-mailed all of the quartets in the District. Each person in those quartets got contacted. Nevertheless, there were too many conflicts in schedules to make the event happen.

In the two preceding years, he struggled to get enough groups to hold it. He won't do it with less than three quartets. This year, he had three, and then one cancelled when the group was asked to do a show. He had already moved the date to avoid the DOC chapter show.

Jamie announced that he will not give up on the event. He still wants to do it because he feels it is a valuable program. He believes that it has been a great boost for quartets, and he wants to continue it. He stated that he is open to questions about how it operates or the eligibility requirements. He indicated that those questions could be sent to him via e-mail.

8. New Business (cont.):

f. Top Gun and Harmony Mercenaries (cont.):

Since Top Gun did not happen, Jamie asked Mike Hansen about the possibility of giving a 50% reimbursement to quartets that are paying for regular coaching to prepare for prelims and/or International competitions. He proposed that such reimbursement be paid up to the limit that the District donated last year. He advanced a scenario where a prelim quartet gets coaching that costs \$100, and the District and the QCA gives a combined total of \$50 to the group. The reimbursement would then stop if the quartet does not qualify for International. It would stop for quartets that do qualify for International after that event begins.

Jamie reported that the District donated \$561 toward Top Gun, and the QAC donated \$680. For this reimbursement, he proposed that the District cover \$500, and that QCA would provide \$400. As a mechanism, he suggested that a quartet submit a note about the training it got and the cost.

It was clarified that Jamie was proposing this idea just for this year since Top Gun did not happen. He mentioned that he has shared with District quartets the fact that he is proposing the idea. At this time he is merely asking that this be considered as a budget item. He knew that several quartets at this convention have gotten coaching in preparation for it, and they might like to get some reimbursement.

Dave Montera observed that this idea falls within the Music and Performance area, and it is something that he has not dealt with in the past. It has been handled through the QCA---which has merely asked for reimbursement when needed. He acknowledged that, no matter who handles it, it needs to be budgeted.

Jamie Carey suggested that all requests be sent to the QCA. If QCA funds are exhausted, then that group can make a request to the District. He directed this idea specifically to Roger Lewis. Roger felt that it would be best to have it set up as a split, and to have a number in our budget. It was thought that was the way it was specified in the policy manual, but it was noted that was not the case.

Robb Smith felt that we could pretty much do what we wanted. He noted that the last time we had chorus coaching was in 2011. Earlier than that, it was done at the Slamka's home.

There was an effort to make a motion on this topic, but the secretary observed that we did not have a budget. What we are doing now it is giving input to Robb Smith for building a budget. Robb verified that Jamie was recommending \$500.

Jamie moved on to the Harmony Mercenaries topic. He knew that some were aware of it, and others were not. In January and February of 2015 he helped the Muskegon chapter when Annette Jercervic became unable to direct because of illness. After his last rehearsal with them, he and several of the Muskegon members were socializing and bemoaning the size of the chapter (9-10 active members). It was noted that one of those persons was also the president of the Holland chapter. Consideration was given to merging the two chapters. As director of the Grand Rapids chapter, Jamie was asked if there was any way that help could be obtained.

The success of the 75th anniversary shows was cited as an example of several chapters working to learn the same show songs. Then they wore their chapter outfits, and sang on each other's show. This evolved into the concept of creating camaraderie between groups to work together. This would help to deal with problems of chapters that had small memberships, that didn't have enough people to put on a show, or that had a limited number of persons in some voice parts.

Tom Ennis made a comment about being "mercenaries for harmony", and the name stuck. It was agreed that the participating chapters should be located about an hour and a half apart because it would be difficult to ask people who lived farther away than that to help out on short notice. This limited the group to six chapters---Holland, Muskegon, Lansing, Battle Creek, Kalamazoo, and Grand Rapids.

8. New Business (cont.):

f. Top Gun and Harmony Mercenaries (cont.):

The second concept was taken from Paul Ellinger's Turbogrowth program which urges that groups sing songs that are popular with audiences and which everyone knows. It was also decided to pick songs that are easily learned by the average barbershopper. Otherwise, you spend a lot of time in rehearsals that should be used for other things.

This didn't mean that the group would be limited to polecats. Most importantly, music and learning tracks for the selections must be available.

The group's repertoire was narrowed down to "Hello, Mary Lou", "Come Go With Me", "Breaking Up Is Hard To Do", "Paper Moon", "Can You Feel The Love Tonight", and "The Cup Song".

All of the choruses communicate their performance dates so that all six chapters have those dates on their calendars. Chapter leaders talk to their members to announce when a Mercenaries event is scheduled. Members can sign up for an event, or just show up.

Another element that has been added is the revival of the old chapter visitation night. Once a month, one of the chapters will host everybody. This has resulted in 60-70 persons being present. For chapters that are normally small, this is a great night to invite a guest.

Because it doesn't take a lot of time to learn songs, it makes it possible to let octets, VLQs, or impromptu quartets perform. It allows members who have never sung in a quartet to have an opportunity to do so. It also gives them a chance to meet individuals from other chapters and engage in quartet development. This is an "accident" of what is happening.

Jamie felt that the program was advancing both quartet development and recruiting. Furthermore, groups that used to appear as small groups are now appearing as groups of 40-45. He cited a show that was done for the Kalamazoo chapter that had close to 50 in attendance. Another situation was when the Muskegon chapter was slated to sing the national anthem at a hockey game. They had over 20 singers. A huge number of persons are signed up for the Tulip Festival, and yet the Holland chapter has a small membership. Some of the Mercenaries have been invited to appear on the Grand Rapids show.

Jamie reported that Roger Lewis had asked him to share this program last year with the District, but Jamie indicated he wanted to wait. He wanted to find all of the problems in the project, and learn if the members would actually appear after they agreed to do so. Initially, some chapter members didn't realize that participation was open to everyone because the chapter was in the program. This also emphasized to chapter directors that the Mercenaries songs should be practiced routinely. The directors have become excited about making the program much more useful for this year. New quartet opportunities are also being planned.

Chris Berry and Rob Pettigrew are looking at forming a "south" group that would include chapters in the Detroit metro area (including Windsor, Flint, and Monroe). All of them are chapters that are within the hour and half driving distance criterion. Their plan is to meet on the Sunday after Harmony Boot Camp for a kickoff session that would include the existing southwest group and the southeast chapters. There might be 100 singers present. Music would be passed out. The learning tracks will have been placed on-line previously.

Ultimately the two groups will be singing the same songs. This means that, at conventions, members of more than half of the District chapters can sing the same six songs. Singing in hallways can be expanded beyond polecats. This was why some of the songs in the new Polecat 2 book were used in the first set.

When the 'south' group is added to the program, some new songs will be added to the set until it reaches a total of ten.

8. New Business (cont.):

f. Top Gun and Harmony Mercenaries (cont.):

Paul Ellinger observed that this program was better than the "Ologycat" program that his quartet ("Chordiology") created a few years earlier. The goal of that group was to offer songs that were easy to learn. The only request the group made was that recipients of the "Ologycat" music and learning tracks would sing the songs during the coming year.

In the first year of that program, he reported that "Chordiology" paid for the legal distribution of 1200 tracks. The group's goal was to continue to send out two more tracks each year. Meanwhile, many of the songs were sung on chapter shows.

Paul thought this program was even better. He wondered if his group should discontinue its program so that it doesn't dilute the Mercenaries program. Jamie admitted that the Mercenaries program is a combination of ideas from other programs. He suggested that the two of them discuss this option further.

Jamie was planning to have a meeting with all of the directors after the chorus competition to discuss the future of the Mercenaries program. He is hoping that it can even be extended. Again, Paul proposed that a phone tree communication be made to board members about this program, so that info can be shared with the chapters with which we communicate.

If was suggested that we could look at doing joint-chapter things with northern chapters like Marquette. Jamie recognized that organizing this activity with groups like Mt. Pleasant and Gaylord is difficult because they are so far from other chapters. He did feel it still would be useful for those chapters to learn the Mercenaries songs so they could help out when opportunities presented themselves. Mt. Pleasant or Sault Ste. Marie or Traverse City might help Gaylord, for example. A "north" contingency could be developed if someone will spearhead it. Paul thought that it might be even be done on a District basis by individuals who don't mind driving long distances.

Jamie reiterated his plan to meet with all of the chorus directors right after the chorus competition.

g. Raffle Ideas:

Alan Zaeske was invited to share some of his ideas on how to handle the Harmony Foundation raffle. He mentioned that he had written up his thoughts and distributed them to some members of the board.

He noted that he has been asked by recent host chapters to handle the sales of H/F raffle tickets for them. His first concern was the economic issue of making the product more valuable. People begin by asking "How much are they?" The answer is six for \$5 or 15 for \$10. If someone wants to spend \$30, they will ask "Do I have to fill out all of those tabs?" An offer can be made to the buyer to complete one let the seller complete the rest. However, the process is cumbersome.

Since 90% of the sales are for \$5, Alan suggested that the price of the ticket be set at that amount. Brian Dunckel noted that the price is set by the chapter, and not by the District. Alan urged that the price be standardized at \$5 each or 5 for \$20. He recognized that most of the sales will still be in the \$5 category. Although some may think they are buying fewer chances to win, he asserted that the odds were about the same.

His second proposal was related to the value of the ticket. The buyer is spending money toward winning one of three prizes. He suggested that the value of each ticket be defined as a coupon. Specifically, he mentioned several hair care firms that might be willing to accept the ticket as a \$5 off. That would make the purchase of the ticket into a "wash" for the buyer. Meanwhile, the buyer still has a chance to win something.

8. New Business (cont.):

g. Raffle Ideas (cont.):

Alan asked the rhetorical question about what was the benefit to a hair care firm besides the advertising. He suggested that we could offer to donate to the firm a total of 20 Singing Valentines that it could send to customers or employees of its choice.

Another issue related to the raffle is the cost of printing the tickets. While this is not a huge cost, he wondered if a printing company would want to place its ad on the ticket.

The secretary asked what the regulations of the State of Michigan are with regard to what is printed on a raffle ticket. He knew there were some licensing stipulations about info that has to appear on them. No one could answer the question, but Dave Montera indicated he could check on it.

Mike Hansen noted that the Board doesn't have much control on this activity, but he felt that Alan had offered some good ideas. He recommended that Alan share them with the host chapters, and asked him to take on that liaison role. It was noted that QCA is the host for the next convention in the fall.

Doug Weaver agreed that the board couldn't take any formal actions, but he did feel that we could still be supportive of the ideas. He thought that chapters could build on these ideas in succeeding conventions. In response to the question of how the board can be supportive, Doug suggested that Alan share with the host chapters that the board likes the ideas.

Alan asked if there could be a little more organized support from the board so that the ideas are not being presented fresh at each convention. Murray Phillips suggested that Alan provide a report to the board. After the board endorses it, a report can be sent to all of the chapters. Brian Dunckel offered an alternative approach of submitting it for inclusion in the convention manual.

Alan emphasized that not everything might be done immediately. Mike Hansen described it as being like a menu of ideas to consider progressively. Roger Lewis offered to work with Alan to add this topic to the manual. Alan felt comfortable with that plan.

**[Departure of Alan Zaeske noted.]**

h. Bonding coverage of volunteers handling money at this convention (extra item):

The secretary indicated that the list of workers who are handling money at this convention be identified for the purpose of establishing bonding insurance. Dave Montera reported that this topic was discussed at a meeting at Mid-Winter. Because the society has acquired a new insurance provider and coverage, bonding motions may no longer be needed.

The secretary noted that it doesn't hurt to approve this action for now. Brian Dunckel moved that this action be taken. **The action was approved under Small Board Rules. [A copy of the list of names was attached to the minutes of this meeting.]**

Before the next topic was discussed, Paul Ellinger observed that a potential candidate for the Director of Marketing position had just spoken to the board. He pointed out that Alan was passionate, and was creating ideas in his presentation. Paul declared that was "marketing". Jamie Carey also noted that Alan is a member of three choruses, and is a dedicated barbershopper.

Murray Phillips also wanted to speak before the last topic was considered. He noted that the addition of Duane Gumm to the Society staff had been publicized for some time. However, Duane has decided that family obligations will not make it possible for him to accept a position. Instead, part of the area that Duane was to cover will be handled by Steve Weizmerski (sp-?), the chair of the Operational Project Team. The other part will be covered by Donny Rose. This means the Healthy Chapter Initiative will go forward. It just won't be directed by one staff member. Duane will still be serving as a consultant to Donny and Steve. Murray noted he wanted to share this info with the board prior to the HOD meeting.

8. New Business (cont.):i. Discussion of this convention (extra item):

Roger Lewis reported that about half of the hotel's management was here at the last convention two years---or even earlier. Nevertheless, there have been many problems with room assignments. He asked that board members who learn of situations to let him know. He thought that some new staff members tried to be helpful, but their help went the wrong direction. He felt that the staff did want to be helpful, and will fix glitches immediately.

**[Arrival of Chris Berry noted.]**j. Additional financial details (extra item):

Because Chris had just arrived, Robb Smith referred to his earlier comments about needing to establish an on-line virtual merchant account to handle convention registrations. Since the existing account for the District was not yet re-activated, Chris was setting up one through his organization. His group would then reimburse the District. Robb felt that the board should approve the procedure that was being created.

Chris explained that the system was set up through the regular District account with Citizens Bank. One "stripe" account was created, and two devices were installed---one in the registration area, and one in the Harmony Marketplace. With this arrangement, Robb concluded that no special action was needed by the board.

Robb also referred to the 16 cents of interest on one of the savings accounts. He suggested that account be replaced by a Sallie Mae account. Sallie Mae offers an interest rate of 0.9%, whereas the current account only yields 0.01%. He asked for authorization to open an account with that firm. A motion was made to approve this request.

The secretary verified that this request related to another savings account, and not to the Security Benefit account. Robb confirmed that the latter account is locked in for another five years. He will recommend a change in that account when it is possible to do so.

**Without any objections, the action was approved under Small Board Rules.**

9. Adjournment:

At 1:05 p.m., Mike Hansen declared the meeting to be adjourned. **The action was taken under Small Board Rules.**

Minutes prepared by Jim McMahan, Secretary, Pioneer District of SPEBSQSA, Inc.