

**PIONEER DISTRICT, SPEBSQSA, INC.**  
**MINUTES**  
**BOARD OF DIRECTOR'S MEETING**  
**OCTOBER 17, 2003**

**CALL TO ORDER:** Pioneer District President Al Bonney called the meeting to order in the Montgomery Room of the McCamly Plaza Hotel, Battle Creek, Michigan at 9:03 a.m. The singing of "The Old Songs" was directed by Society Board Member and 2004 Pioneer District Executive Vice President Candidate Raleigh Bloch.

**ATTENDANCE:** Secretary Marvin Skupski reported that a quorum was present. The total attendance was 14 District Officers, plus The Society President and Board Member Roger Lewis, a number of Committee Chairs, Past District Presidents and guests.

**MINUTES OF THE PREVIOUS MEETINGS:** Minutes of the April 25, 2003 Board of Directors Meeting was submitted by Secretary Marvin Skupski, all District Officers having been furnished copies by e-mail attachment two weeks prior to the meeting. No additions, deletions or corrections were asked for. Motion to accept the April 25, 2003 minutes as submitted was made by VP Doran McTaggart, seconded by VP Brian Dunckel and carried unanimously.

Minutes of the August 9, 2003 Board of Directors Meeting was submitted by Secretary Skupski, all District Officers having been furnished copies by e-mail attachment two weeks prior to the meeting. No additions, deletions or corrections were asked for. Motion to accept the August 9, 2003 minutes as submitted was made by IPP Don Bazely, seconded by VP Dave Anderson and carried unanimously.

**TREASURER'S REPORT:** See below.

**CONSENT CALENDAR:** Consent Calendar Reports were submitted. There was no request to pull and discuss any report. No formal action taken.

**PRESIDENT'S COMMENTS:** President Bonney reserved his comments for the House of Delegates Meeting.

**UNFINISHED BUSINESS:**

**CONVENTION CONTRACT STATUS:** VP of Events John Szewc reviewed the state of affairs relative to the Pioneer District Fall 2004 Convention being in Lansing, concluding that even with the Lansing Convention Bureau reducing their fees and contributing the price for Waverly was not acceptable. John reported the results of contact with other cities near and far and recommended we go with Kalamazoo for the Fall of 2004 with the competition to be in the hotel's 1200 seat ball room, for which we would have to rent a stage and a sound system, plenty of restaurants in the area. After discussion motion was made by Bruce Smith that John Szewc sign a contract with Kalamazoo if the costs for the auditorium are not more than \$5,000 with Bruce Smith and John Szewc making the final decision, seconded by IPP Don Bazely. After further discussion the motion carried unanimously.

Lansing had previously been approved for Pioneer District Convention for the Fall of 2005 and 2006. **(John Szewc was instructed to report back to us at the February BOD Meeting with a definite arrangement in Kalamazoo for Fall 2004 and a definite proposal for Spring 2005.)**

**TREASURER'S REPORT:** VP Finance Robb Smith had no copies of the budget because he was lacking some figures. He indicated that we did not receive the \$20,00 grant as we did last year.

Replacing some of the funds with the expected convention registration fee increase the budget is still \$1,200 to \$1,500 more in expenditures than income.. The increase is figured into the budget and if the increase does not pass the budget will be \$8,000 more in expenditures than income. The Pioneer District needs to do \$8,000 more to build up the reserve we should have. Further discussion was had about district programs and officer room expenses at convention. Arrangements were made for Robb to get the numbers he needed to finish the budget No formal action taken.

**COMPLEMENTARY HOUSING AT CONVENTION:** President All Bonney distributed a Convention Expense Matrix document for discussion and decision, the thrust of which was to cut back on complementary rooms

After discussion and several minor changes motion was made by VP Finance Robb Smith, seconded by VP YMIH Dave Anderson, to accept the Cover Memo on the Matrix as presented, motion carried. **(DP Al Bonney to circulate the finalized version ASAP.)**

**POLICY MANUAL REVISION:** Secretary Skupski reported that the Revised Pioneer District Policy Manual will be ready for approval at the February 7, 2004 Board of Directors Meeting. No formal action taken. **(Secretary Skupski was instructed to have the final draft ready and circulated to the District Officers by December 31.)**

**DISTRICT OFFICERS CALLS TO CHAPTERS:** VP CSLT Doran McTaggart called upon each District Officer to report on the conditions of the chapters. All officers had made their calls and all officers reported. Without formal action taken it was agreed that the members of the Board of Directors would each continue to make the same contacts prior to the spring and fall Board of Directors meetings and make oral reports at those meetings. No formal action taken.

**CHAPTER INCORPORATION REPORT:** Secretary Marvin Skupski reported that all but 2 of the 25 Michigan chapters were incorporated and current, with the two remain being in the process of incorporating. The two Canadian Chapters still to be verified. No formal action taken. **(Secretary Skupski to continue until incorporation is verified as to all chapters.)**

**DISTRICT CONTRACTS:** Secretary Marvin Skupski reported on the lack of written contracts in the business that is done by the Pioneer District. After discussion motion was made by EVP Bruce Smith and seconded by VP Brian Dunckel. After further discussion the motion was amended to indicate that all expenditures over \$500 should have a Contract or Letter of Understanding, be approved by the Pioneer District Board of Directors with the District Secretary holding the District's copy. After further discussion motion passed. **(Secretary Skupski to audit and see to it that where there should be contracts now and there are none that this be remedied.)**

**HARMONY ROUND-UP UP-DATE:** VP Music & Performance Dan Bezaire distributed copies of the registration form for the May 14-16, 2004 Harmony Round-Up and gave details. A marketing plan for this event will be in place by November 15, 2003. No formal action taken. **(VPs Bezaire and Humbel to do marketing plan.)**

**HARMONY HAPPENING UP-DATE:** VP YMIH Dave Anderson informed those present that the name of our big District-wide YMIH event has been changed from "A Capella Blast" to "Harmony Happening." It will be March 12 and 13, 2004 at the Comfort Inn in Okemos in the East Lansing area working with Kenny and Vicki Gibson and Jamie Carey, and the YMIH Harmony Happening group will get to sing at Wharton Center on March 13th on the Lansing Chapter Show. Our man from Kenosha will be in Pioneer all the prior week making visits to schools. There will be ads in the Troubadour and in the vocal music teachers newsletter and the event needs to be promoted at the chapter level in local schools. No formal action taken.

**COTS UP-DATE:** VP CSLT Doran McTaggart indicated Doug Lynn would pass out packets at the

House of Delegates Meeting and will mail any not taken. There will be an ad in the Troubadour. Register for the event with Doug Lynn but make your own hotel reservations. Same location as last year. There will not be a Membership Summit prior but there will be a TOP GUN Quartet Coaching event the same week-end at the hotel complex. District Officers should be in attendance on their own or through their chapters. No formal action taken.

**GRANT REPORT:** VP Finance Robb Smith reported we have accounted for all the funds in the MCACA 2003 grant, that we received no grant from MCACA for 2004, and that Mike Moyer is currently writing the narrative portion of the grant application due next spring for 2005. No formal action taken.

EVP Bruce Smith reported that Mike Moyer and he talked with the MCACA people and concluded that our application was too internal, that we must have chapters track the number of performances they do and the audience attendance numbers so we can give a statistical report in our application. We must explain the travel expense portion. We must also get letters of support from the organizations for which we sing to attach to the grant application, especially letters from someone who is recognized in the music area saying that we give quality performances and are constantly improving. With budget cuts in the State of Michigan our prospects are not good but we will submit a grant application for 2005 to be judged and let it be a learning experience. No formal action taken.

**CONVENTION BONDING COVERAGE:** For purposes of coverage under the Bonding Insurance provided by the Society Secretary Marvin Skupski was instructed by President Al Bonney to attach to the Minutes of the Meeting a roster of District Officers and a roster of the Battle Creek Chapter as those people who would be handling money at this convention. No formal action taken.

**MEMBERSHIP AND REPORT ON LAPSED MEMBERS:** VP Brian Duncel reported most chapters will make their new member goal for this year. Contacts have been made with lapsed members who are still in the area. No formal action taken.

**NOMINATING COMMITTEE REPORT:** The slate of officer candidates to be recommended to the Chapter Delegates at the House of Delegates Meeting as established at the August Board of Directors Meeting was submitted with agreed upon substitutions. No formal action taken.

**VP FINANCE JOB DESCRIPTION:** VP Finance Robb Smith explained that where previously we had two positions, Treasurer and VP Finance, with separate job descriptions it was counter-productive and there was substantial duplication of effort and confusion. We now have merged all functions into the one position, VP Finance. No formal action taken.

**BUDGET FINALIZATION:** President Al Bonney indicated we should recommend the budget as proposed with the understanding that both the spring and fall convention numbers would change as a result of the changes made earlier in this meeting concerning complementary rooms at convention from the District. Without discussion a motion was made by VP Robb Smith, seconded by VP Dan Bezaire, to accept the budget as presented earlier and to recommend that budget to the House of Delegates. After discussion, motion passed.

**BARBERSHOPERS SHOP CHARGES:** After discussion of the District having purchased a cash register for the BBS Shop, a motion was made by EVP Bruce Smith, seconded by VP Dave Anderson, that at each convention the host chapter be billed \$30 for the cash register use. Without further discussion, motion passed.

**MUSIC & PERFORMANCE ADDITIONAL UP-DATE:** VP Music & Performance Dan Bezaire indicated the Society is granting 100 scholarships to Directors College, four per district. No formal action taken.

**ASCAP UP-DATE:** Society President Roger Lewis indicated the chapters should not do anything now

because further changes are coming, hopefully all positive. No formal action taken.

**PIONET UP-DATE:** Pionet Coordinator Jim Styer up from his new home in Florida indicated he was glad to be up here visiting in Michigan that all was under control and the Pionet is working well. No formal action taken.

**ADJOURNMENT:** Motion to adjourn was made by VP Brian Dunckel, seconded by VP Dave Anderson and carried unanimously. “Keep the Whole World Singing” was directed by VP Dan Bezaire. Meeting adjourned at 11:20, a.m.

Next Pioneer District Board of Directors Meeting, Saturday, February 7, 2004

Respectfully submitted,

MARVIN SKUPSKI, Pioneer District Secretary

Attachments to the original Board of Directors 10-17-03 Meeting Minutes on file:

Attendance Sheet

Treasurer’s Report

Consent Calendar Reports

Convention Expense Matrix

2004 Budget

Roster of Pioneer District Officers

Roster of Battle Creek Chapter Members

**See separate sheet for District Officer work assignments resulting from the 10-17-03 BOD Meeting:**