

Minutes of Board of Directors Meeting  
Society for the Preservation and Encouragement of  
Barber Shop Quartet Singing in America, Incorporated  
August 17, 2014

Meeting called to order by President Shannon Elswick at 8:05 p.m. EST

**The following action was taken:**

**Quorum:** The Secretary confirmed the presence of a quorum.

**The following were present:**

**Officers**

Society President Shannon Elswick  
Society Immediate Past President Alan Lamson  
Society Executive Vice President Don Fuson  
Society Treasurer Dwayne Cooper  
Society Executive Director and Secretary Marty Monson (non-voting member)

**Board Members**

Gerry Borden  
Doug Brown  
Skipp Kropp  
Randy Loos  
Gary Plaag  
Dick Powell

**The following were absent:**

Clarke Caldwell, Harmony Foundation President/CEO (non-voting member)

**Society Staff**

Chip Gallent, COO  
Patty Leveille, Executive Assistant/Office and HR Manager

**Guest**

Kevin Keller, SCJC Chair  
Murray Phillips, DP Moderator  
John Donehower, Society Board Member-at-Large Elect  
John Santora, Society Board Member-at-Large Elect

## **Meeting Appointments**

Chris Buechler as Parliamentarian  
Gerry Borden as Parking Lot Attendant

## **Minutes**

Motion made, seconded, and passed: to approve the minutes of the June 30/July 1, 2014 Society Board Meeting as presented.

## **Governance & Bylaws Committee Update**

G&B Committee Chair, Noah Funderburg, updated the Board (via email) on the committee's current work. Items that the committee is currently working on are:

1. Chapter suspension policy.
2. Youth Protection Policy.
3. Membership Application. Mr. Funderburg is working with staff to add language to the Society application form as well as how the information (regarding changes to the application form) will appear on the website for renewals.
4. Nominating Committee / Nominating election process.
5. Honorary Membership Committee.
6. Bylaws / Board Policy Manual edit/revisions with final draft ready for the Board's review at the Fall Forum Board meeting.
7. Clarification of the phrase "Men of Good Character." The Ethics Committee and G&B may recommend some language changes to the Code of Ethics.
8. Need for guidance information to interpret various Code of Ethics provisions. The Ethics Committee will begin work on guidance information and hopefully will have a final version ready by Midwinter.

## **SCJC Rule Discussion**

President Elswick recognized SCJC Chair Kevin Keller who addressed the Board. Discussion was held regarding the Contest and Judging rules surrounding the topic of out-of-district quartet qualification and official quartet representative(s) to the International Convention. President Elswick directed the G&B committee to draft language re: out-of-district quartet qualification and official quartet representatives to the International Convention. A WebEx Board meeting, to further discuss this topic, is scheduled for August 24, 2014.

## **District President's Council**

President Elswick recognized DP Moderator Murray Phillips who addressed the Board. The following topics were reported with discussion held: 2014 Fall Forum meeting structure and invited participants and Society election process.

## **Financial**

Treasurer Dwayne Cooper reported that the July end of month financials were not available at this time. The CEO will present the July end of month financials in September.

Final expenses for the 2014 Las Vegas convention have not been received.

Staff continues to work with the Kraft Auditing firm with auditors reporting that “good progress has been made towards the completion of the 2013 Society audit.”

CEO Monson updated the Board on the search for a new CFO.

## **Executive Limitations Task Force**

Mr. Lamson reported that the task force continues their review of the Executive Limitations.

## **CEO Report**

Mr. Marty Monson presented an update report regarding operations. The following topics were reported with discussion held: Staff hires Erin Harris as Project Manager and Donny Rose as Director of Harmony University, Las Vegas Convention, future conventions, Harmony University, Operations Team structure, HOD Bulletin, BHS building completion, CBQC qualification process.

## **Fall Forum Schedule**

President Elswick announced that the schedule for the Society Board meeting at the 2014 Fall Forum will be as follows:

- Saturday November 1 – most likely noon and continuing on into Sunday
- Board members will participate in all General Sessions with other Forum participants
- Board will meet with District Presidents early Monday morning (most likely 7:30 a.m.)
- Board members may plan flights home Monday afternoon

## **Fall Convention Schedule**

Don Fuson has provided to Society Board members an updated version of the 2014 Fall Convention/Board Liaison Schedule.

## **Parking Lot**

Gerry Bordon presented his Parking Lot report as follows:

1. G&B language re: out-of-district quartet qualification and official quartet representative to the International Convention to be sent to Board members for discussion and decision on the conference call scheduled for Aug 24, 2014.

2. Executive Limitations Task Force report to be presented at a future date.

**The following Parking Lot items (from the June 30/July Board meeting) were reviewed by the Board and remain active:**

**Governance and Bylaws**

1. G&B to run the proposed language for the revised Chapter Suspension and Charter Revocation process by the full G&B Committee and present final language to the Board for approval.
2. Board to hold further discussion regarding the G&B June 2014 Youth Protection Policy
3. Wording for Society membership application regarding men of good charter question and/or convictions

**Board**

1. Governance and Bylaws Committee will develop language for the Board's consideration, regarding Nominating Committee candidate selections. Sections involved are as follows: 7.01 (c) (3) (4) and (5) of the Society's Bylaws
2. For future discussion: Chapter naming: how does Society ensure compliance with chapter naming?
3. 8.02 C&J. Reference Doug Brown's questions as to word changes to 8.02 and 8.03 b as appointed by CEO suggested by Alan Lamson
4. G&B to work with Honorary Membership Committee for clarification of how the committee functions with regard to presentation and approval of nominees
5. District in good standing regarding ASCAP and BMI

**Treasurer**

1. Treasurer to offer clarification as to numbers reported, regarding ASCAP, BMI etc. Are they accurate and/or appropriate?
2. Marketplace...when to report markdowns for 2013 or 2014? (Monson)

**Finance Committee/Treasurer (to address):**

1. Program fund balance
2. Program fund...what are allowable (future) uses
3. Should investment returns be treated differently and how they are currently treated?

**Finance Committee**

1. Finance Committee to provide recommendations to Executive Limitation regarding EL dealing with finances.

**Adjournment**

There being no further business President Elswick declared the meeting adjourned at 10:08 p.m. EST.

Respectfully submitted,

Martin L. Monson, Executive Secretary