

**Minutes of Board of Directors WebEx Meeting
Society for the Preservation and Encouragement of
Barber Shop Quartet Singing in America, Incorporated
December 20, 2015**

Meeting called to order by President Don Fuson at 8:00 p.m. on December 20, 2015.

The following action was taken:

Quorum: The Executive Secretary, Marty Monson, confirmed the presence of a quorum to President Fuson.

The following officers were present:

Officers

Society President Don Fuson
Society Executive Vice President Skipp Kropp
Society Immediate Past President Shannon Elswick
Society Treasurer Dwayne Cooper (late arrival)
Society Executive Secretary Marty Monson (non-voting)

Board Members

Ed Bittle
Gerry Borden
John Donehower
Dick Powell
John Santora
Doug Brown

Absent Board Members

Clarke Caldwell (non-voting)

Society Staff

Michele Niec, Executive Assistant/Office Manager

Guests

Mark Erikson, Associate DP Moderator
Chris Buechler, member society G&B Committee
Matthew Mercier, 2016 Board Member-Elect
Murray Phillips, 2016 Board Member-Elect

Meeting Appointments

President Fuson appointed:
Chris Buechler as Parliamentarian
Gerry Borden as Parking Lot Attendant
Ed Bittle as Governance Advocate

Waiver of Notice Requirement

Motion made and passed to waive any additional material that were not sent in within 5 day period.

Minutes

Motion made and passed to approve the November 15, 2015 Society Board meeting minutes as presented.

Motion made and passed to approve the November 15, 2015 Executive Session meeting minutes as presented.

BUSINESS

SPC

Skipp Kropp, chair of the Strategic Planning Committee, updated the Society Board on the status of the documentation of new processes. A draft of the new language is being reviewed by the committee and G&B. The result will be presented at the Midwinter Society Board Meeting for Board approval.

Mixed Harmony Affiliate

Skipp Kropp updated the Society Board on the historical background of the Mixed Harmony movement. Discussion was held.

CEO Evaluation Committee

Shannon Elswick, chair of the CEO Evaluation Committee reported the committee will send the survey for Board input for an early January 2016 evaluation. The committee will present recommendations to the Board at the Midwinter executive session.

CEO

Marty Monson, CEO, provided the following updates:

- The 2017 National Convention site search
- He reviewed the End of Year Letter which was mailed to each Chapter President
- He reported there were 224 responses to the Chapter Survey
 - The CEO Committee requested a mid-January summary
- He reviewed highlights of the staff end-of-year wrap-up
- All District President one-on-one calls are complete, with the exception of one (1) – SLD
- With no marketing effort, we have 58 Society Only Membership members against a goal of 50 by year-end

Parking Lot

Review of current parking lot items from previous meetings (update, close, continue):

1. APCC Charter Status and Strategic Plan:
 - a. Final revisions to Society Bylaws Article VIII paragraph 8.01 and Board Policy Manual paragraph III G. will be posted for board review and comment by December 15th and on the agenda for board approval at Mid-Winter 2016. **APCC (SPC) and G&B**
 - b. Present the detailed plan for development of the BHS Strategic Plan at Mid-Winter 2016. **CEO / Kevin Lynch**
 - c. The Board will meet face-to-face in the spring of 2016 as part of a “deep dive” analysis at the onset of the strategic planning process. EVP Kropp will poll the board based on input from the CEO to establish a date for this meeting so the maximum number of board members can be present. – **Complete and meeting is scheduled for May 13-15, 2016**

2. G&B:
 - a. Language for giving chapters the option to have up to 33% of their voting board members be non-members of the Society will be provided to the DP Council for review and comment. Comments to be provided not later than Mid-Winter 2016. G&B and DP Council
 - b. Section 3.02 regarding qualifications for Honorary Membership G&B will develop language that would allow us to offer such memberships to performing groups and provide such language for board consideration by Mid-Winter 2016. G&B – Completed by G&B as of 10:44 AM on 15 November 2015.

3. CEO Report:
 - a. Consider creating an interview for You Tube and posting on our web site to explain how to create and post content online without placing the chapter or quartet at risk. - **Chip**
 - b. A training video for Basecamp 3.0 usage will be posted by January 2016 to facilitate access to 2016 Project Management tracking information. – **Erin**

4. Other Items:
 - a. Provide an update on the current processes that apply to the situation of “saving” chapter charters. CEO and CFO, Dwayne, and John Santora to provide update by Mid-Winter 2016
 - b. Develop FAQs to help chapters verify and confirm they are completely compliant and legal to operate. Dwayne and John Santora
 - c. Board/staff efficiencies in regard to preparing for and participating in meetings and requesting information. Is there a better way to operate? Assigned to SP Fuson, CEO Monson, and COO Gallent

Parking Lot Items to be Carried Over to Mid-Winter 2016

- Executive Limitations Updates – realign financial reporting deadlines – **Continued (estimated to be closed in August – now Mid-Winter 2016)**
- Review of ASCAP/BMI negotiations – looking to negotiate more favorable contract terms similar to those in effect with SAI – **Continued** (November update – **now Mid-Winter 2016)**

- Assess the need for additional orientation and training for chapters & districts required to file 990 Schedule O – **Finance Committee - continued**
- Investigate the implications of sending Donor Choice funds and other grants to chapters that are not in compliance with IRS and 501c3 filing requirements – **CFO, Finance Committee, & HFI – HFI to provide an update at Mid-Winter 2016.**

New parking lot items from September 20th Meeting:

- Strategic Planning Committee to provide a draft of the 2016 document for review at the Board meeting in Reno - **Skipp Kropp due Tue, Jan 26**
- Survey to be conducted re: number of chapters that are more community-based. This information is required by the SPC in developing their documents - **Marty Monson**
- Society Board to consider meeting with Mixed Barbershop Harmony Association officers following Cory Hunt's address in Reno - **Don Fuson due Thu, Jan 28**
- Documents re: MBHA from 2013 to be found and distributed to Society Board - **Marty Monson**
- Diversity (Multicultural) Task Force materials to be distributed to Society Board - **Don Fuson**
- Survey summary to be completed and distributed to the District Presidents Council and Society Board - **Marty Monson**

Adjournment

The meeting was adjourned at 8:35 p.m. Central Time.

Approved on 01/28/2016