

Action Taken By Teleconference Meeting  
Minutes of Board of Directors Meeting  
Society for the Preservation and Encouragement of  
Barber Shop Quartet Singing in America, Incorporated  
February 10, 2013

Meeting called to order by President Shannon Elswick at 7:10 p.m. on Sunday, February 10, 2013.

The following action was taken:

Quorum – Through the process of roll call a quorum was confirmed.

The following were present:

Officers Present:

Society President Shannon Elswick

Society Executive Vice President Don Fuson

Society CEO and Secretary Marty Monson (non-voting member)

Immediate Past President Alan Lamson

Board Members

Rick Ashby

Gerry Borden, SBMAL

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

David Calland, SBMAL

Joe Cerutti

Don Fuson

John Miller

The following Board Members were absent:

Society Treasurer Dwayne Cooper

Gary Plaag

Guests:

Joe Berger, Board Nominating Committee Chair

## **Finance Task Force**

Rick Ashby presented to the Board a summary of the January 27, 2013 Finance Task Force teleconference meeting. The task force will bring to the Board, at its March 17, 2013 meeting, a proposal for the adoption of a new Board standing committee (Finance Committee). G&B is developing the wording for bylaw revisions required for the Board to establish the possible committee.

## **CEO**

Marty Monson reviewed the January membership numbers. Discussion was held regarding trend indicators and the reporting of the membership numbers.

## **Audit Update**

The Joint Audit Committee has finished reviewing the Society's auditor's 2011 Audit Report and has offered their comments in that regard. The final audit report is expected to be completed soon and will be presented to the Board for their review.

Audit 2012 – process:

- 11/26-28/2012: Pre-audit planning
- 1/3/2013: Inventory observation
- 4/8-26/2013: Audit fieldwork (possibly an additional week)
- 6/30/2013: Deadline by which audit should be issued

## **Board Schedule**

President Elswick reviewed for Board discussion and agreement the Board's 2013-14 meeting schedule. It was noted that establishing this schedule in advance positively impacts the Board Nominating Committee's ability to gain commitments from Board candidates.

2013

Midwinter (Arrive Wednesday)

International (Arrive Sunday early enough for dinner and a meet and greet with Board candidates)

Forum (day of Board meeting to be announced soon)

Monthly WebEx conferences (held the 2<sup>nd</sup> Sunday of each month)

2014

It is expected that the 2014 Board meeting schedule will be the same as 2013 with the exception of a possible change to the Fall Forum meeting. However, it is expected that the Fall Board meeting will again be held at the Fall Forum.

The Board was reminded that their next meeting will be held on Sunday March 17, 2013 from 6-10 p.m. EST (in lieu of a face-to-face). If addition time is required the Board will continue their meeting on Sunday, March 24, 2013 from 6-10 p.m. EST.

### **Mixed Harmony Affiliate**

Joe Cerutti reported that the Mixed Harmony Affiliate Task Force's next step is to hold a meeting between G&B, Society CEO and President. Mr. Cerutti will facilitate the meeting.

### **Global Strategy Task Force**

No report offered.

### **Affiliates**

Marty Monson reported that he is holding monthly WebEx meetings with Affiliate leaders. All Affiliate Base Agreements are being reworked since the older agreements are no longer relevant. Base Affiliate Agreements will be sent to Affiliates for review and then discussed during the March Affiliates WebEx.

### **Changes for District Contests**

Marty Monson reported that SCJC and G&B are still developing the language for the contest rules regarding the convention model for district contest. Mr. Monson expects the language to be completed for review by the first of March.

### **23K Project**

President Elswick reported that the 23K Task Force is moving forward with the beta testing of the 23K Project. At the March Board meeting President Elswick will report on the final details of the testing and the anticipated time lines of the project.

### **Parking Lot**

- Update report on 23K beta testing and deadlines (March) Elswick
- 75<sup>th</sup> Anniversary letters (written by Elswick and Monson) Lewis, R.

## **Adjournment**

There being no further business the meeting was adjourned at 8:20 p.m.

Respectfully submitted,

Martin L. Monson, Secretary

Approved