

**AREA 4 COUNCIL MEETING  
June 7, 2018**

Area 4 Director Betty Gunterman called the meeting to order at 6:04 PM and welcomed participating Council Members. The meeting was held in Bloomington, IL and included the following Council Members, Chapter Presidents, Committee Chairmen and Guests:

**Council Management**

Betty Gunterman – Area 4 Director  
Denise Struve - Secretary  
Janice Westphal – Education Chairman  
Mary Ross – Treasurer  
Melanie Concklin - Website  
Beth Montgomery - Membership  
Sara Stone - Convention Manager  
Linda Bloch - AC&C Treasurer

**Not present:**

Linda Kersey - Associate Member Coordinator

**Voting Members of the Council (Chapters officially represented) in this meeting:**

Bluegrass Harmony (Louisville, KY) – Pam Ringo (alternate)  
California Note Catchers (San Diego, CA) – Annette Draper (not represented)  
Covered Bridge Harmony (Greencastle, IN) – Kathryn Dory  
Harmony Magic (Central Indiana) – Patti Goesch  
Misty River Music Makers (Geneva, IL) – Barb Ries  
St. Louis Chordinals (St. Louis, MO) – Linda Wehmeyer  
Sound Celebration (Plymouth, WI) – Kerry Wilson  
Village Vocal Chords (Metro-Chicago, IL) – Denise Struve  
Wolf River Harmony (Shawano, WI) – Kris Tetting (not represented)

**Guests:** Jeanne O'Connor; Carol Jackson, IBOD Rep

Copies of this meeting's Agenda and Treasury Reports were distributed via email prior to the meeting.

Welcome	Betty welcomed the Council Members and led all in reciting the Harmony Creed.
Membership	➤ Area 4 membership statistics: 9 chapters, 198 members (5 increase), 21 Associates (down 23), total 219
Youth AEPs	➤ Youth AEP's will be paid for by a donor through Harmony for AC&C and IC&C 2018.
IBOD Mid-year Meeting	➤ Mid-Year meeting of the IBOD is delayed until the weekend of June 15. New this year, Harmony members will be able to view portions of the meeting via webinar.-Members should plan to attend the membership meeting tomorrow to hear about some of the decisions from this year.
Website	Council Meeting Minutes will be approved via e-mail and posted to the website.

	Chapter Presidents should notify Melanie Concklin of any changes in chapter information.
Manuals	The Convention and Contest Manual needs some minor changes, which will be done following the Council Meeting.
Treasurer's Reports	Mary Ross, Area 4 Treasurer, reviewed the financial statements she had distributed via e-mail prior to the meeting.  Area 4 Net Worth as of meeting (6/7/18) = \$11,523.57
Discussion Re. Budget	Following discussion, some changes were made to the Budget to reflect the decision that AC&C profit will no longer go back to the Area.  <b>MOTION</b> by Barb Ries, seconded by Kathryn Dory, to approve the Budget to Actual as amended. <b>Motion carried.</b>  <b>MOTION</b> by Kathryn Dory, seconded by Linda Wehmeyer, that the Year End and Income & Expense statements be approved as presented. <b>Motion carried.</b>
<b>OLD BUSINESS</b>	<b>Chords &amp; More in Area 4!</b>
Chorus Coaching Financial Support	Betty reminded the group that each chorus may request \$200 for chorus coaching during fiscal year 2018-19, and that requests should be made to the Area Director.
AC&C De-briefing	Chapter Presidents were advised that their Chapter Representatives would be attending a de-briefing session on Sunday morning from 7:30-8:30, and that any input for the meeting should be given to their Chapter Representative.
AC&C 2020	Area 4's contract with the Bloomington, Airport Holiday Inn extends through 2019. Sara Stone said there is no change in venue planned for 2020; however, the Convention Team will look at a map and review whether Bloomington is truly the most central location for all Area choruses. A high school has not been contracted yet, and if we stay with our current hotel, Sara would like to try to get Bloomington High School as it would be only a five-minute drive from the hotel.
<b>NEW BUSINESS</b>	<b>Chords &amp; More in Area 4!</b>
Area 4 Medals for 2 <sup>nd</sup> and 3 <sup>rd</sup> Place Quartets	Bluegrass Harmony presented pictures of medals they would like to donate for the Area 4 2 <sup>nd</sup> and 3 <sup>rd</sup> place quartets. Concern was expressed that the 3 <sup>rd</sup> place quartet might not even qualify. An alternate suggestion was a qualifying pin; possibly something from which the qualifying ribbon could be suspended. Pam Ringo will go back to the drawing board to design a pin. Pictures will be sent to Chapter Presidents via e-mail and approval will be by e-mail.

<p>Funds Raised through Baskets/Moonglow Events</p>	<p>The group discussed possible uses for funds raised through baskets and Moonglow events.</p> <p><b>MOTION</b> by Linda Wehmeyer, seconded by Patti Goesch, that any funds raised via 2018 baskets and Moonglow events be used as follows: \$200 each for travel expenses for the two (2) Area 4 people who received scholarships to attend Harmony University, with any remaining amount to be divided among other Area 4 leaders attending, not to exceed \$200 per person. <b>Motion carried with one abstention.</b></p> <p>Scholarship winners include: Lynn Randall, VVC, and Susan Spencer, Harmony Magic.</p> <p>Others attending:  Sara Stone, Covered Bridge Harmony  Kathryn Dory, Covered Bridge Harmony  Janet Foster, Harmony Magic  Janice Westphal, Sound Celebration  Maria Kolano, Misty River Music Makers  Pam Ringo, Bluegrass Harmony  Anne Colt, California Note Catchers  Lynda Sterns, California Note Catchers</p> <p>Fundraiser Results:  Baskets \$1,407  Princesses \$1,036</p> <p>Total: \$2,443</p> <p>All checks have been sent to HU attendees and fundraiser monies have been deposited.</p>
<p>Support of Youth Event – Wisconsin Youth Harmony Festival</p>	<p>This item was removed from the table. Thanks to U4X for being educators and judges at the May 2018 event.</p>
<p>Convention Team Proposal</p>	<p>Sara Stone submitted a proposal (<b>attached as Appendix A, changes made at Council Meeting in red</b>) to revamp the Area 4 Convention Team and to redefine the role of Area Chapters. The proposal would add two (2) positions to the Area Convention Team; Onsite Manager and Registration Manager. Holders of these positions would have AEPs provided but not rooms; and that would be reassessed after the pilot. Each chorus would rotate off a year, on a year; either providing five (5) volunteers during their “on” year or in charge of the Moonglow. The group agreed to pilot this arrangement for one year on a trial basis.</p>
<p>AC&amp;C Chapter Rotation Schedule</p>	<p>The schedule will be revamped in accordance with the new trial arrangement.</p>

Next Meeting	Betty Gunterman asked if the group might like to try a ZOOM Conference meeting in the Fall rather than face-to-face. They agreed to stick with a face-to-face meeting, with those unable to attend Skyping in. The meeting will take place on <b>Saturday, September 15, 2018, from 9am – 3pm, at St. Luke’s Lutheran Church in Glen Ellyn, IL.</b>
Adjournment	The Council Meeting adjourned at 8:04 PM.

Proposal to revamp the Area 4 Convention Team and redefine the chapter support role in executing the annual Area 4 Convention and Contest

May 2018

Prepared and submitted by  
Sara E. Stone, Area 4 Convention Manager

**Opening Statement:**

I'd like to propose a change to the make-up of the Area 4 Convention team. I'd like to take key responsibilities away from rotating chapters and add 3 2 positions to the Area 4 Convention team. Those positions are:

- Onsite Manager (also acts as the Assistant Convention Manager)
- Registration Manager
- ~~Banquet/Judges Liaison~~

I propose these 3 2 positions be allowed a free AEP ~~and ½ room covered like other convention team members.~~

(This would be a one-year pilot with reassessment after the first year.)

**Proposed Convention Team Responsibilities:**

Team Member	Additional/New Responsibilities
Convention Manager	1. Contact CVB for publicity
Contest/Stage Manager	1. Secure Sound and Lighting resource 2. Secure CD/DVD recording resource 3. Create CD/DVD forms 4. Secure Photographer 5. Create Photo Form
Treasurer	No additional duties
ACJC	No additional duties
Onsite Manager	1. Work with chapters to secure volunteers for the following coverage (see sample rotation schedule below): a. Registration b. Hospitality c. Education Classes d. Contest 2. Create and maintain supply kit for Registration 3. Act as Assistant Convention Manager
Registration Manager	1. Create Name Tags 2. Create Program 3. Create Ad Form 4. Create Registration Form 5. Create single session tickets

	6. Prepare copies for Registration and Contest: <ol style="list-style-type: none"> <li>a. Contest Line ups – Quartet and Chorus</li> <li>b. Education Classes</li> <li>c. Maps to/from contest site and hotel</li> </ol>
Banquet/Judges Liaison	<ol style="list-style-type: none"> <li>1. Plan and organize Moonglow meal within budget</li> <li>2. Plan all judge and special guest (e.g., International Board Liaison) meals</li> <li>3. Plan and coordinate judges snacks in hospitality suite and Green Room at the contest site</li> <li>4. Coordinate Judges Transportation to/from airport and contest site</li> </ol>
Moonglow	Keep in the rotation schedule for chapters

**Sample Chapter Rotation Schedule:**

	2019	2020	2021	2022
Bluegrass Harmony	Volunteers	--	Moonglow	--
Covered Bridge Country	--	Volunteers	--	Volunteers
Harmony Magic	Volunteers	--	Volunteers	--
Misty River Music Makers	--	Moonglow	--	Volunteers
Sound Celebration	Volunteers	--	Volunteers	--
St. Louis Chordinals	Moonglow	--	Volunteers	--
Village Vocal Chords	--	Volunteers	--	Moonglow
Wolf River	--	Volunteers	--	Volunteers

- Each chorus rotates off a year, on a year – either providing volunteers or in charge of the Moonglow

**Rationale:**

- Some jobs are proving to be pretty standard year to year
- It feels like a natural evolution to expand the team to handle these routine, recurring functions
- This will streamline the planning year to year
- We'll still have chapters involved with "the party" and to cover key functions, however, we will not be teaching a new group every year