

**AREA 4 COUNCIL MEETING
September 21, 2019**

Betty Gunterman, Area 4 Director, called the meeting to order at 9:15 AM. The meeting was held at St. Luke’s Lutheran Church in Glen Ellyn, IL. Present were the following Council Members, Chapter Presidents, and Committee Chairmen:

Council Management

Betty Gunterman – Area 4 Director
Denise Struve - Secretary
Ria Bunte - ACJC
Sara Stone - Convention Team Manager

Not present:

Pam Ringo – Website/Facebook
Linda Kersey - Associate Member Coordinator
Beth Montgomery – Membership
Linda Bloch – Area 4/AC&C Treasurer

The position of AC&C Education Chair is vacant.

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

Bluegrass Harmony (Louisville, KY) - Charlotte Moore
Covered Bridge Harmony (Greencastle, IN) – Kathryn Dory
Harmony Magic (Central Indiana) – Susan Spencer
Misty River Music Makers (Geneva, IL) – Barb Ries
Sound Celebration (Plymouth, WI) – Marianne Cooke
Village Vocal Chords (Metro-Chicago, IL) – Ria Bunte

Not Present:

California Note Catchers (San Diego, CA) – Annette Draper
Lake Ridge Legacy Chorus (Elyria, OH) - Kelly Ramey
St. Louis Chordinals (St. Louis, MO) - Ruth Farrel
St. Louis Vocal Project (St. Louis, MO) - Susie Slavney
Wolf River Harmony (Shawano, WI) – Kris Tetting

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

Welcome	Betty welcomed Council Members, led them in reciting the Harmony Creed, and shared general information:
June Meeting	✓ Minutes of the June, 2019 meeting were approved via email and posted to the website
Education Chair	Betty is seeking an Education Chair (for AC&C only) and asked that chapter presidents inform their chapters and have any interested parties contact her.
Convention Team Positions	Convention team positions have been filled – see discussion under AC&C.

IBOD Ad Hoc Committee for Area Dues	Betty explained that an ad hoc committee of the IBOD has been formed to study Area dues. They will be looking at what expenses might be covered by Areas, and whether Area dues could be incorporated into Harmony dues and then disbursed to the various areas.
Education	Vacant
Membership	Covered Bridge Harmony has had a significant increase in membership and Beth Montgomery has put together some ideas and suggestions for other choruses, which will be attached to these minutes as Appendix A . For more information or to share your ideas, please email Beth at bethmontg@yahoo.com
Website/Facebook	Chapter presidents are encouraged to visit the Area website periodically (www.hiarea4.com) and to inform Pam Ringo of any necessary corrections. She would also appreciate pictures, especially of the new chapters.
Manual Updates	These are still in progress. Council discussed whether it would be appropriate to post them on our public website and wondered whether we need a “members only” section on the site. There was a suggestion to put them in Dropbox for chapter presidents to access and disperse to members. Sara will work on several changes that need to be made to the AC&C Manual.
AC&C 2019 Final Budget	Following discussion, MOTION by <i>Ria Bunte</i> , seconded by <i>Marianne Cooke</i> , to approve the AC&C 2019 Final Budget as presented. Motion carried.
Area 4 Financial Reports	The 2018 AC&C resulted in a net profit of \$4,837.85. Council reviewed the Area 4 financial statements (Income and Expense, Balance Sheet, Budget vs Actual year to date). There is approximately \$10,591 in the Area treasury. MOTION by <i>Susan Spencer</i> , seconded by <i>Katherine Dory</i> , to accept the 2018-19 Area Financial reports. Motion carried. During discussion, Council agreed that we need to have a clear description of how we’re handling grant funds for Harmony U. Betty reminded chapter presidents to put in a request for coaching funds if applicable.
Area 4 2020-21 Budget	There was considerable discussion regarding the healthy financial state of Area 4, and whether and how we might be able to utilize some of our wealth. MOTION by Marianne Cooke, seconded by Katherine Dory, that Area pay up to \$150 for lunch for attendees (council reps and chapter presidents) at the fall Area Council meeting. Motion carried.

<p>AC&C 2020 Budget</p>	<p>The group discussed various types of reimbursement and ideas being discussed by Harmony. They agreed that perhaps we don't need as large a financial cushion as we have. Several ideas were considered concerning where we might be able to utilize some of the funds, and Susan Spencer agreed to put together a poll that will be sent to the Area membership for their input in this regard.</p> <p>The new choruses need to be added to the list of those eligible for chorus coaching.</p> <p>MOTION by <i>Susan Spencer</i>, seconded by <i>Marianne Cooke</i>, to approve the Area 4 2020-21 budget as amended. Motion carried.</p> <p>Sara Stone updated the group on efforts to find a new location for AC&C, and explained that a contract with Holiday Inn, Bloomington is already signed for 2020. We would lose 10% (potentially \$5,000) if we choose another location. The convention team recommends staying at the current hotel. Council discussed ways in which we might better organize the weekend and utilize the facilities, taking into consideration results of the AC&C survey. Possible ideas for the schedule include:</p> <p><i>Thursday –</i> 3 PM Registration No hospitality room 2-3 PM Stage setup at the high school 4-6 PM Area Council 4-9 PM Classes would take place at the hotel in all three sections of the banquet room.</p> <p><i>Friday –</i> 9:30-11 Area Meeting at hotel Dispense with briefing and have stage viewing at the high school for new quartets; roundtables on various topics and tag singing following meeting 2 PM-ish Quartet Contest Get quartets rooms at high school like for choruses Evals at high school following contest – all would be done by 5-6 PM – water and snacks for judges and contestants 7 PM-whatever Chorus rehearsal at hotel in banquet room with dividers</p> <p><i>Saturday –</i> 11 AM Chorus Contest 5:30-ish Moonglow Change to buffet dinner; a few tables would have to be set up in hallway outside banquet room, but convention team is confident there are already choruses who would be willing to sit in that area Replace baskets with donations to Harmony U. Donors would receive a ticket and one person would receive a free AEP</p> <p><i>Sunday</i> Eliminate the Sunday morning breakfast and allow people to stop for it on their drive home.</p>
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<p>AC&C Location</p> <p>Convention Team Positions</p> <p>AC&C Survey Results</p>	<p>Since proposed changes will affect the budget, Council agreed to postpone approval of the AC&C budget and approve an amended budget in the spring.</p> <p>Some of the Helms Briscoe suggestions included hotels in the Chicago area that would be cost-prohibitive as well as geographically challenging for travel by our southern choruses. Bloomington still seems to be the most central location, and survey results indicated positive opinions of the high school. That being the case, Ria Bunte volunteered to check out the Marriott hotel in Bloomington as she has family in the area and visits frequently. Sara will also visit that location and they will report back at the spring meeting.</p> <p>The vacant positions on the Convention Team are now filled.</p> <p>Ann Cerney- Onsite Manager duties:</p> <ol style="list-style-type: none"> 1. Work with chapters to secure volunteers for the following coverage: <ol style="list-style-type: none"> a. Registration b. Hospitality c. Education classes 2. Create and maintain supply kit for Registration 3. Act as Assistant Convention Manager 4. Plan and organize Moonglow meal within budget <p>Ria Bunte – ACJC duties will include:</p> <ol style="list-style-type: none"> 1. Plan all judge and special quest (e.g., IBOD rep) meals 2. Plan and coordinate judges snacks in hospitality suite and Green Room at the contest site 3. Coordinate Judges transportation to/from airport and contest site <p>Council agreed with the Convention Team’s recommendation to include the banquet duties with the Onsite Manager duties and to include the Judges Liaison duties with the position of ACJC.</p> <p>In general, feelings about the hotel and high school were positive; however, the fact that we have outgrown the hotel was evident in comments about the breakfasts and the Moonglow. Some felt the Moonglow was too long; evals seemed disorganized. See more comments under New Business.</p>
<p>OLD BUSINESS</p>	
<p>Lights for Judges’ Tables</p>	<p>These were purchased using AC&C funds. Total cost for 12 lights was \$217.41, and we were able to use Harmony’s tax-exempt letter for eleven of them.</p>
<p>NEW BUSINESS</p>	

Youth AEPs	<p>It was suggested that Area 4 pay the AEP for any youth members attending IC&C this year. Council determined that among the Area choruses, there would be approximately 5 youth members attending at \$95 each for a total cost of \$475</p> <p>MOTION by Katherine Dory, seconded by Marianne Cooke, that Area 4 pay for the AEP for any youth members competing at IC&C this year. Motion carried.</p>
Format of Moonglow	<p>Sound Celebration asked to have a discussion re. Moonglow and Evals.</p> <p>Many people felt that the Moonglow went too long. Some suggested that it was not the place to charter one of the new choruses. Other suggestions included limiting the singing to one song for each chorus, each medalist quartet, and the judges, and leaving time at the end for open-mic singing. Several felt that with the size of the crowd, serving of a sit-down meal was not efficient.</p>
Evaluations	<p>Many felt evals went too long, and that there was a lot of wasted time. Almost every judge asked “Do you need me to explain the category?” The need for multiple judges was questioned. Judges evaluation sheets would be appreciated.</p>
Reimbursement for Attendance at Area Meeting	<p>A question was raised concerning reimbursement for expenses of attending Area meetings, and what other areas do. Results follow:</p> <p>Area 2 AC&C meeting usually 100% attendance with no reimbursement Summer/Fall meetings – all chapters 1-2 hours, one day drive mileage covered. Those representing their chapters should be getting reimbursement by chapters. Offer \$15 for coordinators for lunch.</p> <p>Area 3 Pay for mileage for meetings and shared hotel room. Lunch is covered.</p> <p>Area 5 Pay for all coordinators to attend paying mileage, per diem and ½ room.</p> <p>No decision was made at this time.</p>
Future New Business	<p>Area 4 Policy/Operations Manual Draft to include:</p> <ul style="list-style-type: none"> • Job description for Education Chair, Membership Chair, Associate Coordinator and PR/Website/Facebook Coordinator • Financial Policies and Procedures and other financial items • Future AC&C Dates with Corporate Manual Info. • Convention & Contest Manual (need updating with new team members)

Next Meeting	The Spring 2020 Council meeting will be a Zoom teleconference on Sunday, February 16, beginning at 5:00 PM CST.
Adjournment	Council thanked Betty Gunterman for securing the meeting venue and for treating members to lunch, and Wanda Nelson for ordering and delivering it. The meeting adjourned at 2:02 PM.

CHAPTER UPDATES

Presented as received...

California Note Catchers

The CNC so appreciated the kindness and generosity of Area 4 in helping us to send 4 of our members to Nashville for Harmony University in July. Our director Lisa Hohman was gifted with a scholarship and is implementing many of the new techniques and practices that she learned. Our assistant director Annie Colt, warm-up coordinator Lynda Sterns and President Anne Ash also learned so much and enjoyed every minute of the very special classes and experiences. Our chorus is now beginning our holiday season by inviting all past members to a reunion coffee, with an invitation to join us for the upcoming holiday performances. We are looking forward to another great year of barbershopping and friendship. A warm welcome is always extended to any HI friends who may be traveling to the Southern California area.

Village Vocal Chords

The VVC's are so glad to be rehearsing again every week, after the "wonderful" winter weather. Our dear director has also returned to the north from her Florida home. We were excited to be with all of our harmony sisters at our area 4 convention and contest. Chartering two new choruses and getting to meet our new members was also a thrill. Since adding a new member earlier this year, we have had a few other visitors and are looking to adding another member very soon. It's always great when you can grow and add members!

Covered Bridge Harmony

Covered Bridge has been very busy since AC&C! We have sung for a local church fellowship group, ladies' day at our local county fair, opened for a community band concert (also performing the National Anthem with the band), sung at two local summer festivals, and airport appreciation days. We've also had several coaching sessions to prepare for IC&C, held a yard sale to raise funds for music, and we are preparing for our Cabaret show (Sep. 28th) and Holiday show (Dec. 9th). We also had a successful Bring a Singing Friend evening where we had 15 guests come to a rehearsal. Six people have been regularly returning to learn a song to sing with us on our Cabaret, and hopefully they will continue with us as members!

Harmony Magic

Harmony Magic is excited that we continue to grow – we just had a guest/prospective come for the first time after hearing us at a free concert in July. She knows no one in the chorus but had the information in our one-pager program and showed up on Thursday! At another free performance we did in September, someone saw us and has hired us for a paid performance later in the fall! So those free performances are paying off with potential members and paid gigs – wonderful. We currently have 3 guests/prospectives in addition to seven new members who sang on stage at AC&C and will join us at IC&C in Sandusky for a first-time-at-International experience. We have a busy fall performance schedule in addition to getting ready for IC&C and

our holiday shows on Dec 13 and 14 as well as preparing for a late-winter retreat next February as a jump start preparing songs for the March 2021 show, "Let's All Go to the Movies".

Sound Celebration

Since June 2019:

- Working on our annual show set for Oct. 4 and 5
- Sang in the Plymouth Park on a summer barbershop show with the Plymouth, WI men's chorus
- Planning for annual Christmas program and Singing Christmas Card campaign
- Conducted "Early Bird" rehearsals all summer before regular rehearsals to assist in learning show music
- Annual summer swimming/picnic at Marianne's house
- Director Janice Westphal attended Harmony University and has been sharing new things with the chorus
- Working with staff of the church we rehearse in to stage our annual show there. A change in venue for us.
- Conducted "town hall" meetings with chorus members to redefine chorus goals and mission
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Misty River Music Makers

In June, we provided entertainment for the Batavia Flag Day. During the month of July, we once again partnered with the park district to provide *An Intro to Barbershop*. We had 3 students this summer. The class culminated with a concert in Batavia for the 10th anniversary of the Water Street Art Studios. Misty River had our annual banquet in August. It was held at Granite City. As usual the entertainment was provided by the members. Mary Ross was recognized for all of her hard work as treasurer over the past years. In August, we sang outside in St Charles for the weekly entertainment for St Charles Live. We also sang at Luther Village, an independent living retirement community. We are preparing for our annual holiday concert on December 14 at Mooseheart. We recently had coaching with a local music instructor.

MEMBERSHIP THOUGHTS AND IDEAS FROM BETH MONTGOMERY
Area Membership and Covered Bridge Harmony Member:

The following are membership ideas that Covered Bridge Harmony has used.

1) *Word of Mouth!*

We recently had a 'Friends' night and had 9 people attend! It seems best to ask everybody you can think of – all the friends you have from past employment, current employment, church, gym, beauty shop, restaurants, other organizations you belong to – anywhere you meet women. Seems obvious but sometimes we don't do that.

2) ***Friends Night*** was in conjunction with the promotion to have the guests sing on our Cabaret Show – they learn one song and attend 4 of 6 rehearsals and they are eligible to sing on the show. Of the 9 who originally came, 5 are coming regularly. We will do this promotion again at Christmas.

3) ***Performances:*** I do think the better you sing, the more people you will attract. We do try to have business cards to pass out at every performance and also flyers if we have an upcoming show.

4) ***MAJOR idea that has worked great – FREE Newspaper articles*** – there is a free paper that has opened their arms to us, and we regularly have an article and /or picture. I am not sure of the circulation of the paper but our member who does the articles does a wonderful job and we have exposure at least once a month. It is great!

5) ***Fundraisers:*** We have an annual garage sale and last year got two members from that. They had been coming annually to our garage sale and following the chorus and the time was right in their lives to come and join the chorus.

Step 2: Once they are in the door:

We take basic information:

Name, address, email

We begin including them in our weekly emails that the chorus receives each week from one of our members. It has performance schedule, line-ups, quote, information chorus needs for that week

Then we have folders designated for each visit – Week 1: contains overview of chorus, general information, Free Harmony Song, Week 2: FAQ about Harmony, Inc. and chorus, Week 3: more information and by Week 4 – Membership information.

Our goal is to not overwhelm and really, we want to wait until after they perform with us to discuss membership, but some are ready earlier. When that happens, the membership team members try to speak with them and answer questions.