

**AREA 4 COUNCIL MEETING
June 12, 2014**

Area 4 Director Betty Gunterman was, unfortunately, hospitalized with pneumonia and unable to attend. Following Betty's Agenda, Council Secretary Jeanne O'Connor facilitated the meeting and welcomed participating Council Members. Held at the Hilton Lisle in Lisle, Illinois (site of the 2014 AC&C), the meeting was officially called to order at 4:15 pm, and roll called with the following present:

Council Management –
Jeanne O'Connor – Area 4 Secretary
Mary Ross – Area 4 Treasurer

Absent –
Betty Gunterman – Area 4 Director
Melanie Conklin – Area 4 Website Manager
Peggi Meyer – Area 4 Manual Chairman
(Position vacant) – Area 4 Education Chairman

*Voting Members of the Council (Chapters officially represented) in the meeting:
California Note Catchers (San Diego, CA) – not represented
*Covered Bridge Country Chorus (Greencastle, IN) Kathy Custis
*Harmony Magic (Central Indiana) – Barbara Birnbaum
*Misty River Music Makers (Geneva, IL) – Linda Berg
*St. Louis Chordinals (St. Louis, MO) – Marilyn Arana
*Sound Celebration (Plymouth, WI) – Cinda Langhoff
*Village Vocal Chords (Metro-Chicago, IL) – Maria Bunte
Wolf River Harmony (Shawano, WI) – not represented

Ad Hoc Committee members for AC&Cs reported at 5:30 (Kathy Custis, Marianne Cooke, Jacquie Jensen)

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

Welcome	Jeanne welcomed the Council Members, led all in reciting the Harmony Creed, then shared membership information:
Membership Stats	➤ Area 4 Membership statistics – 8 chapters, 172 members (decreased 9 from last year), 32 Associates, total 214
Prospectives	➤ Bluegrass Harmony of Louisville, KY, is a prospective chapter working toward chartering. Currently has 12 active members (18 required to charter), Standing Rules and Bylaws are approved
Geographically Outlying Chapters	➤ Two possible prospective chapters in Texas ➤ On Q Chorus of Albuquerque, New Mexico, a Geographically Outlying Chorus (GOC) is ready to charter.

	<p>Note: On June 18, the International Board of Directors approved this chapter's charter and On Q became Harmony's newest chapter. (35 members, most under the age of 30)</p> <p>Previously, at the 2014 Mid-Year Meeting of the International Board of Directors, it was determined there will no longer be extension Areas serviced by the respective Area Director. GOCs will now be their own entity serviced and represented at the Board table by the IBODs Director of Membership. GOCs will not pay nearby Area dues, but will be assessed \$5 dues which will be kept in an escrow account, to be used toward education for GOCs.</p> <p>GOCs receive an automatic invitation to compete at the Silver Division Chorus Contest at IC&C.</p> <p>GOCs in Harmony, Inc. include: Women In Harmony of Brandon, Manitoba, Bella Nova Chorus of Herndon, Virginia and On Q Chorus of Albuquerque, NM.</p>
Website	<ul style="list-style-type: none"> - Council meeting minutes are posted - Presidents are asked to inform their members to visit the Area 4 website often - Updates to chapter information should be sent to the Website Manager, Melanie at barimel@aol.com <p>It was asked if Melanie could identify quartet personnel when listing contestants' order of performance.</p>
Manual	There are no new pages for review at this time
Finance	<p>Total liabilities and net worth 5/31/2014 = \$6,174.53</p> <p>Mary reported that, to date, Area dues have been collected from the majority of Area 4 membership. She is following up on those in arrears.</p> <p>Financial statements provided by Treasurer Mary Ross were reviewed, after which,</p> <p>MOTION by Marilyn Arana and seconded by Kathy Custis to accept the financial statements as presented. Motion carried.</p>
OLD BUSINESS	Area 4 - Area 4 - Area 4 - Area 4
Motto	<p>Betty has received a number of motto suggestions and narrowed the list to the following:</p> <p style="text-align: center;">Roar for Area 4 Hear us roar in Area 4 There's always more in Area 4 Chords and more in Area 4</p>

	<p><u>decision</u> to approve the concept, job descriptions and chapter responsibilities will be made at the September meeting.</p> <p>The Ad Hoc Committee (Marianne, Chairman) will present these AC&C ideas at the 2014 AC&C Membership Meeting on June 13th.</p>
Area Education	<p>There being a vacancy in the Area Education Chairman position, host chapter member Maria Kolano scheduled the education classes for the 2014 AC&C. Maria will provide the Council evaluations of class attendance at the Thursday evening classes for assessing continuation of Thursday classes being offered in 2015 (in addition to the usual Friday class schedule).</p> <p>Barbara Birnbaum of Harmony Magic, host chapter for the 2015 AC&C, offered to ask the Council for ideas on class subjects.</p> <p>Assigned: Barbara Birnbaum Due: by March 1, 2015</p>
NEW BUSINESS	Area 4 - Area 4 - Area 4 - Area 4
Rules Review	<p>Chapters are reminded that Harmony, Inc. asks that Standing Rules and Bylaws be reviewed every 5 years and sent to the International Parliamentarian. While reviewing the rules, it is suggested your chapter assess compliance with those official procedures.</p>
Tax Documents	<p>All US chapters are to file 990 tax documents to be under Harmony's group umbrella. File by August 15. Chapters will be required to provide proof of this filing. (See June E-Note for more information.)</p>
Youth AEPs	<p>Until further notice, there will be NO funding of All Events Passes for youth members attending the 2014 IC&C.</p>
	<p>Area 4 is the only Area in Harmony which does not present medals to its quartet or chorus contest winners.</p> <p>Our 2008 Harmony Queens, U4X, have offered to purchase and present (annually) medals to the AC&C First Place quartet.</p> <p>MOTION by Barbara Birnbaum and seconded by Linda Berg to accept the offer by U4X to purchase and present (annually) medals to the Area 4 Quartet Contest winners, effective AC&C 2015. Motion carried.</p> <p>Assigned: Jeanne O'Connor for U4X, show photo of medal design Due: September Council Meeting</p> <p>Following discussion regarding choruses, and subject to the evaluation of cost,</p>

	<p>MOTION by Maria Bunte and seconded by Kathy Custis that Area 4 present chorus medals to the Chorus Contest Champions, effective AC&C 2015. Motion carried.</p> <p>Assigned: Maria Bunte, research design and cost Due: September Council Meeting</p>
Future Council Meetings	<p>The Council has been conducting one teleconference (January or February) and two in-person meetings per year (June AC&C, and September-fall). Betty asked if the Council Meetings could be reduced to two a year, eliminating the teleconference.</p> <p>Because budgets must be approved by May, the Council prefers to continue all three meetings, including the Jan/Feb teleconference.</p>
September Meeting	<p>Fall Council meeting dates were considered – September 13, 20 or 27. To provide time to check calendars, each Council Member is to provide all of the aforementioned dates she is available to attend the fall Council meeting.</p> <p>Assigned: Area 4 Chapter Presidents, send September dates to Betty Due: by July 31</p>
Adjournment	The meeting adjourned at 6:10 pm

AC&C Rotation Schedule

- 2014 – Misty River Music Makers
- 2015 – Harmony Magic
- 2016 – Sound Celebration
- 2017 – St. Louis Chordinals
- 2018 – Village Vocal Chords
- 2019 – Covered Bridge Country Chorus

ACC Convention Team Recommendations

After reviewing other Area's convention models, e-discussions with our committee, and a site visit to Bloomington, Illinois I propose the following to the Area 4 Council at its June 2014 meeting.

1. Area 4 convert to a Convention Team/Chapter event planning hybrid model. Transition year would be 2016.
2. The 2016 ACC be held at the Holiday Inn Express in Bloomington, IL. This would become the permanent, centralized location.
3. All convention and contest activities be held at the hotel.
4. A permanent ACC planning committee be established.

Discussion

A summary of the hotel facilities was sent after my site visit in April. It has been held for us, without any cost. While holding contests in the ballroom may not be optimal, it's what we can afford. This year we have only 4 choruses competing. Area 4 struggles for members and participation. BHS holds conventions in Bloomington so I'm confident that risers can be obtained.

I believe that we can get by with a permanent Convention Team of 3. Manager, contest coordinator, and on site coordinator. The Area Treasurer can handle the budget and money. The following would be rotated among Area Chapters (or a quartet may want to volunteer):

- Education Classes
- Hospitality Room
- Registration
- Program
- Judges hostess
- Moon Glow

Respectfully submitted,

Marianne Cooke

Area 4 ACC Options – June 2014

System	Basic Structure	Pros	Cons
Rotating chapter hostess (current)	Staging the event rotates among the Area 4 chapters. The chapter books facilities in their home area and handle all aspects of the ACC.	<ul style="list-style-type: none"> • Even distribution of the work • Chapter host locally, no travel • Chapters learn the ins and outs of Area and Harmony, Inc. • Opportunity to earn money • Cost to Area members is minimal 	<ul style="list-style-type: none"> • Learning curve each time they host (every 5 or 6 years) • Some chapters shirk the responsibility to host • Difficulty booking facilities • Lots of work for small chapters
Convention Team	3 to 5 appointed convention team members plan and run the convention with the help of some onsite volunteers.	<ul style="list-style-type: none"> • Year to year continuity • Convention team becomes more adept at negotiating contracts • Chapters are relieved of the responsibility of hosting 	<ul style="list-style-type: none"> • Cost to Area for Team member expenses • Difficulty recruiting qualified Team members • Retention of Team members
Convention Team/Chapter Hybrid	A small convention team does the basic event planning but major duties e.g. hostessing judges, manning registration, moon glow, Thursday evening event, hospitality room, etc. are handled by chapters on a yearly rotating schedule.	<ul style="list-style-type: none"> • Less convention team expenses • Chapters share in the workload • Chapters have more ownership in their ACC • Team would have less responsibility increasing recruitment and retention of team members 	<ul style="list-style-type: none"> • Some learning curve issues as chapters rotate among different area of responsibility • Team member expenses although less than Convention Team model

Area 4 Convention Team/Centralized Location Committee

Site Visit April 20, 2014

Holiday Inn Express Bloomington, Illinois

I toured the hotel with Catering Sales Manager, Heidi Sibbing.

Space available to us includes:

- Ballroom that breaks into 3 rooms with air walls. We would need all three for our contests. Without risers or platform, the room holds 300 theater style. We would set the risers for the chorus contest and use platforms for the quartet contest. They have 8 4x8 15" high platforms. They could make a "stage" measuring 16'x16' or 32'x8'. This would leave ample room to seat our audience which would be under 200. This room would also be used for the Moonglow. It would accommodate seating for dinner at round tables as well as room for the risers and platform for quartets to sing. They have a conventional speaking microphone.
- Grand Hospitality room (near the front desk) is 36'x25' and is used as a breakfast room. It's available to us after breakfast. It could be used as a classroom for ed classes and evaluations.
- There are 4 Conference Suites in the hotel. They each have a meeting room with conference table and are attached to a bathroom and sleeping rooms. Three of them are double/doubles and one has a king bed. All four also have a sleeper sofa. One would need to be used as the hospitality room and perhaps the chorus chairing this room could use the sleeping room. One other could be for Betty. She can have the Area Council meeting there. One could be used by the Convention Manager and the 4th for the COJ. All could be used for quartet evaluations. We can rent these Suites for \$119/night.
- Chorus evaluations would be a bit problematic. We could move the air walls and have two in the ballroom with a vacant room in the middle. A small chorus could be in the breakfast room and smallest choruses in the Conference Suites.

Sleeping Rooms

- 52 standard double/double rooms @\$99/night
- 47 standard king rooms @ \$99/night
- 23 Executive Queen rooms (double/double with sleeper sofa @ \$119/night
- 21 king suites with sleeper sofa @ \$119/night

Each room includes 2 breakfast coupons.

- Judges dinner could be at Baxter's the restaurant adjoining the hotel. They also cater the moonglow dinner.
- Complimentary Wi-Fi throughout the hotel
- There is a regional airport across the street from the hotel with 24 hour shuttle service.
- Numerous restaurants and fast food joints near the hotel.
- No deposit needed. I told her to hold the space for us pending formal contract.