



Board Meeting Minutes for June 17, 2010 7:30 PM

Attending:

Jack Fagan Y President	Jay Bentz Y VP Chapter Development	Ed McDevitt Y VP Music & Performance	Joe Tomecek Y VP Program
Tony Tumea Y VP Marketing/PR	Bob Nicodem Y Secretary	Jim Williams Y Treasurer	Mark Johnson Y Member at Large
Darryl Nordentoft N Immed Past President			

Guests: None

Recorded by: Bob Nicodem

Meeting called to order (7:45 PM)

Approval of Minutes from Last meetings

- **Motion** to approve minutes from last meeting – carried
By: Tony Tumea Seconded: Ed McDevitt

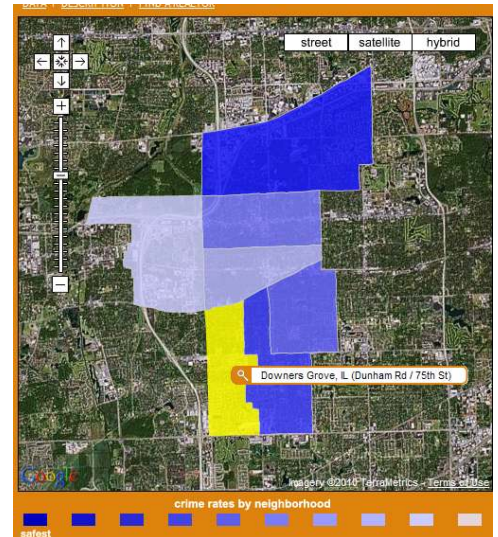
Treasurer’s report: Jim Williams

- Presented financial statements
- No problems or issues to report
- Received treasurer’s report

President’s report: Jack Fagan

- Rehearsal location
 - ◆ Talked to Jon Hoekema about possibility of using Horizon Church.
 - ◆ Trying to get police crime statistics for the area. Checked a web site and found the following – a rating of 100 is the safest
<http://www.neighborhoodscout.com/il/downers-grove/crime/>
 - ◆ According to this, the area in which the church is located is the second safest in DG

Geographic Area	Score (100 = safest)
1) Route 56/ Midwest Road	89
2) Dunham Rd / 75th St – Horizon CC	82
3) Main St. / 75 th St	81
4) Fairview / 59 th St	77
5) Village Center - Moose	60
6) Prairie Ave / Lee Ave	53
7) U.S. Route 34 / Belmont	44



- ◆ Horizon CC has 2 years remaining on their lease and does plan to pick up on their 5 year extension.
- ◆ Willing to set up a two year lease, with 90 day notice of termination.

- ◆ 50 weeks - \$5,000. Additional rehearsals would be charged based on 3 hour blocks of time.
- ◆ We would have to take down chairs and set them up afterwards
- ◆ Can set up a banner outside on rehearsal nights
- ◆ Parking for trailer included
- ◆ Copier not available to us (not an issue, we don't have one available now)
- ◆ Keys for closet would be available. Two additional sets of keys, we would have to designate someone to be responsible for locking up.
- ◆ Agreement will need to be approved by the board of Horizon Church as well
- ◆ Jack Fagan believes we might need to discuss this with new director unless that is not happening quickly.

Music and Performance VP report: Ed McDevitt

- New Songs
 - ◆ "Witchcraft"
 - Will distribute June 28
 - Teaching quartet finished the learning tracks
 - ◆ Will continue adding new songs throughout year, one a month.
- Contest Prep (some repeat from May report - reminders)
 - ◆ Schedule ongoing
 - Taping
 - Everyone records both contest song 3 times, turns one version of each contest song in to section leader for review, comment and coaching
 - June 7, 14, 21
 - It's a personal training tool - but is also an important tool for section leaders to evaluate who needs help
 - Guys who do not submit will be sitting off risers on 6/28
 - We (Music Team) will use the tapes/sound files to make plans for training/re-training/other
 - Strong singers will be assigned to help specific singers with issues to raise performance levels
 - ◆ August tapings - evaluating Singing and SP
 - Audio AND Video
 - August 9, August 16
 - Anyone who declines to or fails to tape by drop-dead date (8/30) - not singing in competition
 - Singers who cannot meet minimal singing and SP criteria will be asked to remove themselves from competition
 - ◆ 100% nights all of September
 - 9/6, 9/13, 9/20, 9/27
 - We will demonstrate by our leadership how important this is
 - ◆ **We have 11 rehearsals between now and 8/30/2010**
 - Anyone below 75% attendance in those rehearsals will be subject to additional qualifications with members of Music Team
- Singing progress
 - ◆ We are making significant progress in singing, particularly in forming vowel sounds that are consistent across sections and across the chorus

- ◆ We have identified some issues that we are addressing
 - ◆ Consistency remains a problem from week to week
- Rehearsal Evaluations (some repeat here)
 - ◆ Ongoing
 - ◆ We intend to start asking the chorus itself to evaluate the rehearsal at the end and will record the results
 - ◆ We will put the results on a chart so that everyone can participate in and see progress
 - ◆ Categories (proposed)
 - Retention / Progress between rehearsals (If we're retaining what we learned week to week, we're doing well.)
 - Learning / Progress during rehearsal (If we're making progress every night, we're doing well.)
 - Preparation / Progress outside rehearsals (If we're learning outside rehearsal, we're much better off.)
 - Discipline (If guys concentrate, we're doing well.)
 - Presentation (Engagement / Believability / Entertainment)
 - Musicality (Expression / Ownership of the song)
 - Singing (Vocal Production / Unit Sound)
 - Heartistry - Overall success in changing people's lives through music.
 - ◆ We're still working on refining both the categories and the method of scoring (numeric, letter grades, etc.)
- Coaching sessions - Reminders
 - ◆ We have three coming up
 - Mark Hale, Monday, 7/12/2010
 - Kevin Keller, Saturday Retreat, 7/24/2010 (may be held at Horizon)
 - Joe Connelly, Monday, 8/23
 - Coaching schedule has been announced
- Communication
 - ◆ We intend to have regular messages to the membership
 - Progress
 - Things yet to do
 - Plans
- Individuals going to Harmony University/Director College (first week of August)
 - ◆ Dan Murphy
 - ◆ Mark Johnson
 - ◆ Joe Tomecek
 - ◆ Note: Dustin Wells is not going
- Director Search
 - ◆ Continues
 - ◆ Interviews
 - David Wallace (we declined to pursue - did not want to move from Ohio)
 - Gordon Krauspe (withdrew)
 - Joe Tomecek - active candidate
 - Tod Kowallis - Interviewed and auditioned - active candidate
 - Bruce Hall - interviewed and auditioned - active candidate
 - Jay Giallombardo - interviewed, will audition 6/21

- ◆ Other candidates
 - Jeff Gougeon - Inquired - withdrew
 - Raymond Schwartzkopf - Active inquiry
- ◆ Search team
 - Will meet after Jay Giallombardo audition to determine next steps
 - Will make recommendation to Board when we are certain we have completed our search
- Smaller Performance Chorus/"VLQ"
 - ◆ Music team is developing criteria for groups that will properly represent WTC
 - Won't do "pick-up" groups
 - ◆ Looking at program to sing
- Rehearsal July 5
 - ◆ Need to determine how many men will be available
 - ◆ Will possibly look at another evening that week (Wednesday?)
 - ◆ Believe the Moose Hall is available on the 5th
- Learning Tracks
 - ◆ Our teaching quartet (8 people) having scheduling difficulties but are continuing to make progress
 - ◆ Looking at possibly buying learning tracks from outside for some songs to make sure that we are introducing songs regularly and on schedule

Chapter Development and Membership VP report: Jay Bentz

- Cabaret – July 17, 2010
 - Chorus will sing 2 songs
 - Couple of quartets
- Spring Show 2011
 - Contract verbally confirmed but not formally signed
 - March 26, 2011 (Saturday)
 - In talks with some quartets
- YMIH update
 - Will be contacting various people about working with them.

Marketing VP report: Tony Tumea

- The marketing committee had another meeting at the home of Tony Tumea last week. Three people were in attendance. Our biggest challenge remains lack of member involvement in the marketing of the chorus. One of our newer members, Dan Murphy has committed to be involved, but was not in attendance.
- Another newer member, Dave Walker, was there, and has done a good job of taking charge of our mailing list. He is in the process of sending out, to our customer email list of about 700, a list of events that West Towns is involved in over the next 2 months: (Rush game, Kane County Cougars, July Cabaret, Fairview Village Review in August). We will use a software product similar to Constant Contact but cheaper. The idea behind this is to keep the West Towns name in the mind of our customers, the ticket buyers. We will follow this up with a more detailed invitation to the July Cabaret. If this works well, we will do this again in September.
- We need to capture more email addresses from our customers. We discussed various ways of getting that during the Christmas Shows.

- Joe Tomecek, who is in charge of the Web site re-development and internet presence, was also there. While the web site redevelopment is in process, we decided that the "social networking" thru Facebook (West Towns Fan Page) was easier to move along at the present time. He is in the process of consolidating this and will be responsible for posting West Towns' happenings to it on a regular basis. Hopefully, this will also generate some interest in attending our July Cabaret.
- We hope to have monthly meetings so that the momentum will grow.
- As soon as I get more details on the July Cabaret, I will be sending out a press release on it to the papers and the Chamber and the DG Visitors Bureau.
- Attended a meeting Thursday morning sponsored by a new DG magazine publication that proposes to give free publicity to local non-profits in the area.
 - If we refer advertisers to them we can get a small % back
- Working on messages to be sent out to people to let them know we are still around the entire year, not just for our Christmas show
- Email blast of forms requesting donations in different forms will be sent to DG board.

Program VP report:

- July 5 rehearsal will be at the Moose since they are open
- New songs – Witchcraft introduction will probably be on the June 28 rehearsal

Past President's report:

- Gaming nights
 - Have received our state licenses but July date was changed. Have sent request to state for change.
 - Still need to get a few more guys to sign up
 - Frustrating to work with this company, they don't seem very well organized but don't know of any other companies that don't require us to be dealers as well

Member-at-Large report: Nothing to report

Unfinished Business:

- Director search / auditions
 - Interviewed 5 people
 - Team plans to meet 6/24 to discuss next steps
 - Will have 4 viable candidates
 - No pay has been discussed to this point
 - If search team has recommendation, then bring that name to Jack to approach that person to initiate contract issues and pay to see if we can work with that person
 - As soon as something is settled Jack will contact the board for approval.
- Support for member attendance at Harmony University 2010:
Dan Murphy (\$300), Mark Johnson (\$300), Joe Tomecek (\$300)
 - **Motion to approve the reimburse the above once they return carried**
By: Ed McDevitt Second: Jay Bentz

New Business:

- ContactUs@WestTowns.org – Ed McDevitt gets these emails and forwards them to the appropriate people
- Chorus cell phone – Tony Tumea will take the chorus phone for a couple months
- Bob Nicodem to order 1 learning CD + 20 licenses for Val Hicks arrangement of the Star Spangled Banner + 20 copies of the music

- A suggestion was made to investigate using the Paramount Theater in Aurora as a possible venue for some future events.

Board Member Concerns - None

Adjournment 9:50 PM