

# **FAR WESTERN DISTRICT**

## **BOARD OF DIRECTORS MEETING**

### **MINUTES**

June 19, 2021  
9:00 AM

Doubletree Inn, Fullerton, CA

- 1. Call to Order:** President Bill Rosica called the meeting to order at 9:24 am.
- 2. Invocation:** Chuck Roots offered the invocation.
- 3. The Old Songs:** Brett Littlefield led the group in “The Old Songs.” First time singing in a group for many of the board members in more than a year due to COVID.
- 4. Roll Call:** Secretary Jim Maass called the roll.

**Board Members Present:** President Bill Rosica; Secretary Jim Maass; Immediate Past President Craig Hughes; DVP 1, SW Kathy Kileen; DVP 2 SE Kyle Williamson; DVP 3 NW Rich Postal; DVP 4 NE Chuck Roots; and DVP 5 AZ Adam Kaufman. Contest and Judging VP Brett Littlefield, **Treasurer** Rich Owen was online via ZOOM. EVP position is vacant. Rob Menaker, Music and Performance VP was absent.

Secretary Jim Maass reported that a quorum of the board was present.

**Management Team Members present:** Jeremy Loper, Membership; David Melville, Marketing and Public Relations; Kenny Rios, Youth in Harmony; Charles Carothers, Community Outreach; Scott Suwabe, Chorus Directors Development.

**Others Present:** Jim Clark, Harmony Foundation, joined the meeting later via ZOOM.

**5. Opening Remarks:** President Bill mentioned that this meeting is the first “in person” meeting in more than a year. He said that he’s been doing the regular presidential stuff. The “fun stuff” has taken a back seat and he’s looking forward to that job responsibility ,too, and is looking forward to the rest of this year and next year as things return to normal. He reminded everyone to check their emails frequently as that has become the main communication keeping the district business going. If there is an important issue, he suggested that he be given a phone call...and encouraged everyone to “keep the lines of communication open.”

**6. Approval of Agenda:** It was moved and seconded to approve the agenda as presented. All aye.

**7. Approval of the Minutes from March 12, 2021.** It was moved and seconded to approve the minutes as presented. All aye.

## **8. Vice Presidents' Reports**

- **Division 1, SW: Kathy Kileen**

Kathy reported that four of her 13 chapters responded to questions, poll, etc. she put out recently. The others are reluctant to return her phone calls or e mails. She asked for advice from the group. She plans to visit all the chapters and seek out their input. There was some discussion by the group giving suggestions and support. She reported that the Hawaii chapter would like to host a FWD convention. (Note: the MT at its meeting the night before discussed this topic.) If Hawaii wants to present information on hosting, it would be welcomed and considered. She also said that choruses are starting to meet again in person.

- **Division 2, SE: Kyle Williamson**

He reported that six of his 13 chapters responded to his inquiry. Only one chapter at this time has indicated it will participate in the FWD Fall Convention. He indicated there is a need to get information about the Convention out to the chapters that they can compete without any qualification...including chapter quartets. There was some discussion on this issue. He will be focusing on getting the word out to his chapters about competing and attending the fall convention. He also reported that at least 6 quartets have indicated they will be competing. Most of his chapters are still meeting "online." Some of his chapters are looking for new meeting venues.

- **Division 3, NW: Rich Postal**

Six of his 13 chapters and only one will attend in October. He mentioned the need to plan and prepare for the convention and make the convention more interesting for all participants including their significant others. He also mentioned what his chapters are doing regarding CDC guidelines and the policies regarding vaccinated versus non vaccinated participation and what his chorues are doing. In addition, he said that a number of his chapters are looking for new places to rehearse. A few are also looking for new directors. This past summer they have been having scheduled gatherings they call a "picnic in the park" where they have gathered outdoor and social distanced. There was general discussion on the various convention issues.

- **Division 4, NE: Chuck Roots**

He reported that several of his chapters are beginning to meet in person or soon will be meeting. Other chapters, not much happening. He reported that the Fresno chorus is attempting to "restart" and Jim Turnmire is helping. They now have a new "non-barbershop" director who is interested in learning about the BBS style as he directs Fresno. He also reported that he has no

details of how many choruses in his division will be going to Gilbert in October. Again, there was some discussion on this issue by the Board and MT. Discussion centered around promoting CONVENTION rather than competition. It's not just a "contest." Craig Hughes said, "The FWD October convention will be the 'cruise' without the boat." (got a nice laugh) Chuck plans to continue a monthly ZOOM meeting with his division chapter presidents.

- **Division 5, AZ: Adam Kaufman**

Adam reported that most of his division chapters have been responsive. He communicates via email to three people from each chapter: President, Secretary and Treasurer. Hopefully, he will get a response back and it appears to be working. Five chapters will be at the convention in October. He also discussed the vaccine versus no vaccine issues his chapters face. He is also hopeful that the convention will be successful. There was general discussion about the hotels at the site and the issues surrounding the number of hotels and distances between them and the venue. There were no details as Bill Rosica is still working to get the HQ site under contract.

- **Contest and Judging: Brett Littlefield**

Fall District Contest Awards.... Brett provided the board with a list of awards which will be presented at the FWD in October. He's got plaques from last year which were not used. Only need to replace the faceplate. This will save the district some money. He will be adding awards for youth groups.

He also mentioned that there is a new barberscore program and it is very user friendly. August 15<sup>th</sup> will be the date contest competitor registration will be opened. There will be no VLQ contest this fall but it can be done at the spring convention. Brett asked all DVPs to send the list out to all their chapters.

- **Music and Performance: Rob Menaker**

Rob was absent from the meeting due to a family issue so there was no report. President Bill Rosica referred everyone to Rob's report in the current Westunes (June 2021—Summer issue).

## **9. District Management Team: Bill Rosica**

- **Community Outreach: Charles Carothers**

Charles raised the question.... where are our Asian and Black brothers? He mentioned that he noticed that when he joined in 2007 there was "no one who looks like me." So, he agreed to take this position and step up to help reach out to people of color to share this great hobby. He will be seeking out all ideas. Kathy Kileen shared an experience from Evergreen District when she was up there. An individual, Jace Saplan, a Hawaiian gay man who is now well known for his work in diversity, has held ZOOM session with EVG District. She suggested that Charles look into what he might be able to offer FWD.

- **Membership: Jeremy Loper**

Jeremy shared information that he received from BHS. There are currently 1806 active members with 37 expired within the window to renew membership. He also shared additional information about membership development. He will be sharing links to various articles he has found with the BOD-MT.

- **Chorus Director Development: Scott Suwabe**

He is continue working on getting the Directors' Guild restarted. He shared several ideas on how director development would look training frontline and assistant directors. HE will be talking with Russ Young for additional ideas and direction. He plans to get this started later this year.

- **Convention Manual: Bill Rosica**

Bill reported he will be passing this task on to David Melville. There is not a lot of rewriting but significant editing. David is expected to have a draft ready by October.

- **Host Chapter Payouts for 2022: Bill Rosica**

It was noted that these amounts are set in the conventional manual.

- **Convention Venue Rotation: Bill Rosica**

The current rotation is Mesa, Bakersfield, and Fresno. There has been discussion of doing conventions in Las Vegas and Hawaii and this will be reviewed in the future. Bill also discussed the Bakersfield and Fresno venues and how inexpensive there two sites are...hotels and convention venue. Fresno Fall 2022 and spring prelims will be in SoCal with the specific site to be determined soon after the school year starts as that's when school districts will have their calendars. The district will be using a high school.

- **Marketing and Public Relations: David Melville**

David reported about the district email issues and his moving everything to Google. He suggested that everyone set up a G Mail account for their district e mail address. He suggested looking at each division name and going back to just the name...not the division number as it is more clear to everyone. Marketing for FWD Conventions will soon return as we move back to in person conventions and suggested making it a Fall Theme....Coming Out Party. David also talked about the FWD mailing list and various issues around using the BHS database. Regarding Westunes, David will be taking over the editorship from Ray Rhymer. He is also looking for new division editors as a few of them are also retiring. He reported that Dan Jordan, FWD Historian health is progressing slowly. He will also be installing new calendar software for the district website. Regarding the district fall convention, there will be no assigned seating because of space requirements and social distancing. He discussed some of the logistical issues. He is also

looking into switching from name badges to wrist bands for admittance to events. He brought up maybe using “online” programs instead of printed ones. That suggestion received significant resistance from the board.

- **Youth in Harmony: Kenny Rios**

High School Contests are now being held at Divisional Prelims. This means FWD will have one at NE/NW Divisional, SE/SW Divisional and one at Arizona Divisional. The scores from each Division will determine the FWD High School Quartet champs that will be invited to perform before the FWD at the Fall Convention. Although Schools are not in session due to summer, Ken will start working on contacting high schools as early as August when Arizona and Nevada begin the 2021-2022 School Term.

The costs are expected to rise due to the High School competition no longer being housed under one roof. Present budget of \$1000 MAY be enough to get us through this fiscal year. Ken is in the process of trying to figure out money awards given to High Schools who send a quartet to compete as has been done in the past.

Ken reported he is in the process of scheduling the following:

FWD Arizona: October Fall Convention –A local high school choral group will perform at the Fall Convention (maybe at the Show of Champions). This was approved by VP of Contest and Judging Brett Littlefield.

NE/NW: October- Richard Lund and his wife Patsy are planning their traditional Boy’s Camp in Northern California this year (2021).

Nevada: January or February 2022- Las Vegas is planning a Youth Festival for both high school males and females.

SE/SW: Exact date TBD – He’s working with the Southern California Vocal Association (SCVA) and Antone Radich on a Youth Festival for some time in the Fall or this year (2021) or in the Spring of next year (2022).

- **Financial Development: Roe Darnell**

Roe was not in attendance at the meeting...No Report.

## **10. Old Business**

- **FWD Carnival Cruise/Expedia Refund Issues: Jim Maass**

Jim brought up that there are issues regarding refunding to those FWD participants who cancelled their cruise reservation before the deadline in March. To date, a number of the participants have not yet received the refund, more than 100 days after cancellation. He

indicated he has been in contact with Donna Hilsey and is not happy with her responses saying she does not work for Carnival. He indicated that she was the travel agent for Expedia Cruises Travel, and she should be birddogging this refund issue. There was general discussion and agreement the FWD should pursue the issue. President Bill said he would be contacting Donna and working with her to get the issue resolved.

- **Voices of California Chorus Risers: Jim Maass**

Jim brought this topic up as it had been on the agenda pre COVID and discussed. There was some interest in pursuing this at that time. There was some discussion. President Bill will be contacting Richard Lund since he has a place to store the risers.

## **11. New Business**

- **Grants from the District to help struggling chapters.**

There was discussion regarding how many, if any, chapters might need support from the FWD as they ramp up after COVID. Rich Owen indicated the budget for 2022 has a large deficit so there might not be sufficient funds for this. There was discussion. The direction given to review and develop a proposal as to how this might look. As of now, only one chapter has brought up the issue. President Bill will put this over to the Fall Board meeting. Rich Owen says that the district is in better financial shape after pre COVID issues and there is a surplus of funds left over from 2020 due to minimal spending.

- **District financial support for Judge Candidates. Brett Littlefield**

Brett talked about two FWD candidates, Ben Porter and Will Lagon, and support for them to attend the judges candidate school to be held in Orlando, FL. Judge candidates pay a good deal of their expenses during their training. Brett proposed to assist them in their training. There was discussion as to what costs might be incurred and it was determined that air flight and hotel expense would be around \$750. It was moved and seconded to pay for a round trip flight and two hotel nights not to exceed \$750 each. All aye. Motion Passed.

- **Financial Review: Rich Owen**

Rich reviewed the profit & loss and balance sheets. He highlighted various numbers. The net revenue for 2020 was \$65,587.10; expenses were \$10,067.11; and net profit was \$55,519.90. The balance in the checking account as of 6/30/2021 is \$97,369.68. The District is in good financial condition at this time..

Travel funds for competitors (SOP) Varsity and Junior Varsity Quartets was discussed. The SOP has language for travel support for these quartets. After some discussion it was agreed that Bill, Rich, and Craig will work on proposed SOP language for this issue for the HOD to review.

- **Leadership Academy/Harmony College West: Jeremy Loper and Scott Suwabe.**

They reported that LA will be again kept online. They will be continuing to work on putting an onsite HCW program together in the future.

- **Nominating Committee Report: Craig Hughes**

Craig reported the nominating committee list of proposed officer slate for 2021 to be presented to the HOD in October.

Bill Rosica President  
Brett Littlefield Executive Vice President  
Jim Maass Secretary  
Rich Owen Treasurer  
Craig Hughes Immediate Past President

Kathy Kileen Division Vice President for Southwest  
Cody Littlefield Division Vice President for Southeast  
Chuck Roots Division Vice President for Northeast  
Rich Postal Division Vice President for Northwest  
Adam Kaufman Division Vice President for Arizona  
Rob Menaker Vice President Music and Performance  
Randy Meyer Vice President Contests and Judging

Respectfully Submitted,

Craig Hughes, Chair

Mongo Bergthold, Member  
Allan Webb, Member  
Russ Young, Member

It was moved and seconded to accept the slate of proposed FWD officers for 2022. All Aye.  
Motion passed.

- **Jim Clark, Harmony Foundation.**

Jim gave a recap of what the HF has been doing. The big thing is the district partnership. Also, AIC outreach fund partnership was discussed as well. AIC quartets will put on shows and get out into the community again. He mentioned Southern CA events for next year as well as many other things that are going on. There was a question regarding HF working with Charles Carothers on outreach. Jim will help make things happen and get logistics going. Charles asked Jim what he is looking to accomplish. Charles will reach out to Jim.

Any update on HFI/BHS issues? Jim is not in the loop on this issue so did not have any additional information. He also indicated that fundraising is down but holding its own.

## **12. 2022 Budget Workshop: Rich Owen**

Rich went over the proposed budget worksheets outlining the income for 2022 based upon 2019. He spent some time going over all the various line items of revenue taking questions. Tools for projected income \$143,000. He is hopeful that the spring conventions will be successful.

He also reviewed the projected expenses based upon other prior events, spring and fall conventions. He reviewed Board expenses and suggested the board only hold two “in person” meeting and leaving the June meeting for ZOOM. By doing this and cutting a few other expenses, the budget would be close to being balanced. By consensus, the board agreed to do the June meeting via ZOOM to save the expense.

There was general discussion of the budget. It was moved and seconded to approve the 2022 Budget and present it to the October HOD for approval. All aye. Motion passed.

**13. For the good of the order.** President Bill recognized the BOD and MT members for any final thoughts.

**14. Keep the Whole World Singing** was directed by Kathy Kileen.

**15. Meeting was adjourned at 5 PM.**

Respectfully submitted,

Jim Maass  
Secretary  
Far Western District