

Boise Chordsmen Board Meeting

Date: June 1, 2025

Attendees:

- (X) Steve Wargo - President, Dennis Berg,
- () Sid Brown – Immediate Past President
- () Zach Haynes – Treasurer
- (X) Terry Jones – Secretary
- (X) Kimball Larsen – VP Communications
- (X) Shad Durfee – VP Membership
- (X) Eric Maine – VP Marketing
- (X) Brad Pfau – VP Music
- (X) Dennis Berg – Grant Writing
- (X) Elijah Haddad – Member at Large Year 2
- (X) Doug Smith – Member at Large year 1

Invited attendees: None

Call to order: Steve Wargo

Time: 7:02 p.m.

Acceptance of Previous Board Meeting Minutes

Moved by: Kimball Larsen

Seconded: Dennis Berg

Vote: Unanimous in the affirmative

Treasurer's Report: **Postponed to next month**

Received Treasurer's Report

Moved:

Seconded:

Vote:

- Preliminary amounts from shows
 - 316 tickets sold in Ticket Tailor, \$5161 in sales, possibly some at the door, Ticket tailor fee was approximately \$100,
 - Popcorn sales, 13 bags left. So sold approximately 130 sold, cost was about \$2.60 per bag and we sold for \$5.00.
 - Possibly sell to the Chordsmen at rehearsals for \$3.00 per bag.

Moved: Shad Durfee

Second: Kimball Larsen

Vote: Unanimous in the affirmative

- Discussion for making sure we give Brian the sound guy a generous tip, donate 10% of revenue of the show to the Church. The board will wait for official tally from Zach Haynes before figuring amount of donations.
 - Recommended stand up meeting to vote on these donations on Tuesday the 10th.

Officer Updates/Action Items:

Communications: Kimball Larsen

- Joe Reeves has dropped off his historical programs from shows, etc. Do we have a Historian (Dave Durfee) do we want to digitize? Do we have a dedicated librarian? Should we?
- Motion to ask Dave Durfee to act as Chordsmen Historian and to digitize historical documents, photos, Programs, Etc.

Moved: Shad Durfee

Seconded: Kimball Larsen

Vote: Unanimous in the affirmative

- Reviews of the show – overwhelmingly positive

Grant Writing: Dennis Berg

Grants – Bud Lebo, it was recommended that we Keep the Bud Lebo Grant

- Youth Festival has changed, will only be Monday and Tuesday, which saves \$11,000 in costs for the Morrison Center.
 - Melody and Clay Hines are the clinicians they will provide their own arrangements so no extra cost.
 - Should easily have 500-600 students.
 - Argonauts will be the Feature quartet
 - Backpack will be the men's teaching quartet,
 - Clover will be the women's teaching quartet.
- Grant for AIC will be pushed back to next year, but they will add more money.
- Dennis to bring Polo shirts samples to the August board meeting in conjunction with the Youth Festival for the Chordsmen

Marketing: Eric Maine

- Team meeting on Thursday, June 5th – 3 hours. Will be a brainstorming meeting to really expand what marketing does and creating a plan to move forward.
- KTVB connection was made and sales doubled in the last week prior to the show. Kimball has tracking on ticket sales, TV spike for website view was the highest, However, tickets from the QR code on TV was only 2, tickets were sold over the website. Kimball recommended in the future that we get a quartet to sing during those spots.

- Membership sales contest for the show. Kimball presented the breakdown

Membership: Shad Durfee

- Membership has a committee, Bob Church, Ken Leonard, Darrell Werries. They will meet on Tuesday
- July 1st Burger Burn
 - 53 people have responded
 - The chapter will provide burgers
 - Finalizing location, primary desire is Fuller Park in Meridian cost is \$53, alternate is Settlers Park in Meridian \$63. Shad is asking for \$350 to include burgers and plates cups utensils, etc.

Movement to appropriate \$350 for the Burger Burn

Moved: Eric Maine

Second: Kimball Larsen

Vote unanimous in the affirmative

- Pizza Party members only for our first week back at the end of July, we will need to have a stand-up meeting in June to approve budget for that. The Board will discuss the handling of the costs.

Music: Brad Pfau

- 2 upcoming shows.
 - June 7th 1:00 p.m. Touchmark Dress is Chordsmen T-shirts Shad to handle risers.
 - June 24th with Star Harmony-same dress as our show
- Discussion to create a list of needed sound equipment to be owned by the Chordsmen. Equipment needs may include an amplifier, mixing board, at least two large stadium style PA speakers, plus mikes and cords and other accessories. Will be a significant cost but perhaps one that is overdue. Will be needed for as we consider more singouts. Kimball agreed to help spec out equipment for the Music Team,

Motion to Refer to the music team to create a list of needed Sound Equipment.

Moved: Eric Maine

Second: Shad Durfee

Vote: Unanimous in the affirmative.

- Discussion on progress regarding alternative to District contest. Brad mentioned Brad Kitto has been in contact with Idaho Falls Sweet Adelines for a possible exchange concert.
- Brad Pfau put us on the wait list for potential booth at the Western Idaho Fair for possible upcoming marketing and recruiting.

Old business not yet resolved/Miscellaneous items

- Bylaws have been uploaded for both the Chordsmen and the BHS – all in the member resources page of the website, under documents
- Show approval document: discussion on timeline document. See Attachment 1

Motion to adopt the Show Preparation Approval Timeline document as submitted by Terry Jones

Moved: Eric Maine

Seconded: Dennis Berg

Vote: Unanimous in the affirmative

- Steve Wargo: House of Delegates Meeting scheduled for June 14th at 3:00 p.m. at HCN, He will not be able to take part. We need a representative from the chapter. Eric to check and see if he can attend, as he will be at HCN anyway.

Adjournment:

Moved: Eric Maine

Seconded: Kimball Larsen

Vote: Unanimous in the affirmative

Time: 8:45 p.m.

Meeting over text, June 25th –

Discussion on request by Zach Groeblichhoff for financial assistance to attend Harmony University at the end of July. Specifically, he was requesting approximately \$625.00 to cover the cost of his airfare as he applied for a Bud Lebo Grant to cover tuition, etc. After discussion on the cost of the airfare, a motion was made by Shad Durfee to cover the cost up to \$340.00, seconded by Sid Brown, but was tabled pending a formal written request by Zach to include receipt. This was received prior to the picnic on July 1st.

Additionally, due to the larger than expected response to attend the picnic, Shad requested that we increase the budget to cover the cost.

Motion was made to cover the overage.

Moved: Eric Maine

Seconded: Kimball Larsen

Motion carried by a quorum of members present

Stand up Meeting on July 1

Purpose was to cover the previously mentioned motion by Sid Brown to cover the cost up to \$450.00. After discussion based on a written request by Zach Groeblichhoff with included receipt for the cost of \$678.36, Shad amended his motion to include the total cost of the flight to \$678.36, Seconded by Sid Brown and passed unanimously by all board members present.

Attachment 1

Boise Chordsmen Show Preparation Timeline

4 months prior to the show (January 31st, August 30th)

- The music team will finalize show theme, date and venue, and submit it to board for approval

3 months prior to the show (February, September)

- Board Secretary to obtain show clearance from EVG district and BHS
- The marketing team will formulate the marketing plan for the show and communicate to the Board at the next board meeting
- The Marketing team will communicate details to John Curtis or other graphic designers to create graphic design for fliers and other digital media

2 months prior to the show (March, October)

- The marketing team will finalize fliers and other digital media for distribution by the 15th of the month
- Board secretary to submit the graphics to the District for inclusion in the Greensheet publication prior to the 25th of the month

1 month prior to the show (April, November)

- Marketing team to lead any Member sales contests or initiatives

Distribution of fliers per the designed Marketing pla