

CSD Fall 2024 Board of Directors Meeting

DoubleTree Hotel, Lawrence, KS

Thursday October 10, 2024, 7 p.m.



Where the Harmony Began



President Matt Suellentrop welcomed everyone to Lawrence.

Suellentrop opened the meeting at 7:00 p.m. with "The Old Songs" under the direction of Larry Monson. **A quorum was announced**, with nine of the ten board members present. (South Dakota V.P. Dave Stephenson absent.)



Suellentrop recognized past president Harvey Kiser, Chad Schuetz, Mark Erikson, Duane Lawson. Guests, Perry White from Harmony Foundation, Daniel Rohovit from the Society. Self introductions: Matt Suellentrop, District President, Brett Randolph, Executive Vice President; Jeff Arians, District Treasurer; Mark Erikson Past President; Mark Fuerniss, Secretary; Mike Bass, Vice President of Missouri and Arkansas; Rick Pape, Vice President of Nebraska; Doug Brott, Vice President of Events; Carter Combs, Contest and Judging Vice President; Larry Monson, Chorus Director Development; Greg Long, Des Moines Chapter President; Dan Bodtke, Administrative Judge; James Gwaltney, District Historian; Larry Hlavacek, Iowa Vice President; Mike Shepherd, Kansas Vice President. We will use Robert's Rules of Order for Small Boards.

Treasurer's Reports by CSD Treasurer Jeff Arians



The **Financial Report** for Fall 2024 includes 9/30/24 Statement of Financial Position, 1/1/24 – 9/30/24 Statement of Activities, Spring Convention Recap, 2024 Budget vs Actual, and 2025 Budget.

Statement of Financial Position: (Balance Sheet) A snapshot of where we are financially. Assets, liquid cash a little over \$100,000 (100,003.58), larger than it should be. \$870 is prepaid deposit for our spring convention at the Airport Hilton in Kansas City. The Equity section has been cleaned up significantly. Arians could not find a record that the Kansas Singing Fund \$268.39 or the South Dakota Festival Fund (\$2,332.75) have been used. Net income as of September 30 is \$6,442.26 profit, which is higher than it will be.

Statement of Activities (Profit and Loss) Income at the top of the first page. Already \$26,120.91 for the fall convention. Used Pay-Pal money for deposits so we wouldn't have to dip into our CDs and savings account. No expenses at the moment. This explains why our income line looks better than it should. Expected to be in the red at the end of the year. Bottom line is \$6,442.26 profit, because of a timing issue. Will go into the red at end of year.

Statement of Activities – Spring Convention. Income was \$12,410. After total expenses we lost \$17,334.06, from the Spring Convention. Hoping this gets better with the change in convention format next spring.

Budget vs Actual The "Budget" column is for the entire year. First column is actually January through September. We budgeted for \$103,575 income for the year, and as of September 30 we are only at \$67,641.90. Income projected to be way below our budgeted income. \$28,515 was budgeted for dues

and currently dues income is \$19,723.20 for the first ¾ of the year, so we should be close to budgeted dues income. Interest income was actually above budget. HEP School and LA were below income budget but actually made a small profit as expenses were below budget. Expenses show where we are going astray. \$7,730 was budgeted for judging expenses and we are already over at \$8,20.92 for a single convention. We have another convention coming up with a triple panel. This line includes travel expenses for judges formerly recorded in the travel section for the judges. Temp Help (Line 7550) for the Leid is \$0 now but will hit after this weekend. Hotel meeting rooms are above budget. Hotel meeting rooms in Ames seemed expensive. Travel section. \$35,348.96 was budgeted, we're at \$20,455.58 for first convention and International trips for president and executive vice president. Education programs are right on budget, a little under. Budgeted for \$10,300 and we're at \$6,682.98. There are a lot of expenses that will come in after the fall convention. Arians expects we will be over budget on expenses and under budget on income at the end of the year. Our income is down \$20,000 – \$25,000 from pre-Covid years. We need to have people come to our conventions so we can break even.

Matt opened the floor for questions on the financial report.

Arians responded that we've talked about increasing registrations, increasing dues.

Shepherd made a motion to receive the financial report as presented. Motion passed by unanimous voice vote.

2025 Proposed Budget.

We've discussed increasing registrations. We increased registrations this year so are hesitant to increase registrations next year. We've talked about increasing dues five dollars. Some districts charge their competitors more than non-competitors. Proposed 2025 budget has a five dollar increase in dues. Did not increase registration costs. All the numbers in the budget come from the convention budgets. HEP School and Leadership Academy figures based on this year's budget. Gift revenue line (Line 8520) are grants. \$7,250. "Gift" revenue could be changed to "Grant" to make it less confusing. Contest Recording based on historical records. "Donations to Other Orgs" (Line 7020) is the donations to host chapter, \$1,500/convention plus a little extra if we make a profit. (27:56) Budgeted \$20,000 for judging expense, increased from \$7,000, to include everything relating to judges' expenses, e.g. travel, rooms, etc. Fixed Labor is the Leid Center help. \$1,500 for Historian (Line 8180) is for digitizing our records. Section 8200 comes from conventions facility and equipment rental and risers expenses.

Travel section (Line 8300) expenses are still around \$35,500, just spread out a little differently. Board Meeting and Convention, the biggest chunk, is for reimbursing mileage and rooms. Hospitality is hospitality. \$1,000 Board planning meeting is what we've done in the past. (Section 8400) Educational Programs, HEP School and LA, is as in the past. Recording of Contestants is \$1,500/conventions. New line (8496) \$1,000 budgeted for an Iowa Directors/HEP event. Advertising includes a contract for IContact to send emails. \$850 is for a CSD ad during International Convention. Endow Fund Contributions income is the Harmony Foundation money we receive, which has gone down significantly from previous years, projected to be \$1,500.. We've received \$800 for the first half of 2024. White said the district should receive around \$1,000 for the second half of the year. \$7,000 (Line 8321) for International Subsidy is for choruses and quartets going to International; included \$1,000 for Junior

Quartets/Choruses, possibly a high school chorus going to Midwinter. Bottom line, we're slightly in the black.

Brott added, last year with AOH, Visions of Harmony, and Recruits present, we had 619 paid registrations and 77 comps last year. This year, without AOH but with Visions of Harmony and Recruits, at this point in time, we have 537 paid registrations. Hopefully registrations will be closer to 600. Registration costs were increased this fall. Hesitant to increase again for Spring 2025.

Bass made a motion to approve the budget, which includes a \$5 dues increase, as presented. No discussion. **Motion passed with unanimous voice vote.**

Approval of Consent Calendar and minutes of Spring meetings as posted on CSD web site. **Shepherd moved to accept the Consent calendar and board minutes as posted.** With no discussion, **Motion carries with a unanimous voice vote.**

Election of State Vice Presidents. Immediate Past President and Nominating Committee Chair Lawson



reminded us that the state vice presidents are elected by the respective states. **Mike Bass's** term as Missouri/Arkansas Vice President expires. **Stephen True** of the Metro Kansas City, MO Chapter has been elected as Missouri/Arkansas Vice President by Missouri/Arkansas Chapter presidents. **Rick Pape** is eligible for a second term as the Nebraska State Vice President.

Chapters in Nebraska voted him in for a second term. **Dave Stephenson** finishes his second term this year. As there was no response from the South Dakota chapters, this position can be filled by District President. Tomorrow the House of Delegates will be voting for the slate of **Brett Randolph** for President and **Dan Bodtke** for Executive Vice President.



Program Administration notes.

Events, Doug Brott. Hope to get registrations up around 600. Tried to do some extra things to increase attendance. Introduced a Harmony Platoon; 15 – 20 guys are registered. Take what we learn this weekend and promote it for next spring. We've received two grants, one from the Lawrence Convention and Visitors Bureau and a Lawrence Transient Guest Tax grant for this convention. Because of the number of visitors to Lawrence and hotel-nights we should be able to get these grants each year in the future. Next spring's convention will be at the Airport Hilton Hotel in Kansas City. The Hotel has a shuttle to and from the Airport. We plan to do everything in the Hotel, the platoon, coaching, HEP School, Leadership Academy, etc. Really have to promote the Spring Convention and get people there. Will have a mini **HEP** and **Leadership Academy** in the Hotel as well as a **Leadership Academy** in January and **HEP** School in February. In August, we'll combine a **HEP** School with a festival in Iowa. Suellentrop added that we'll take advantage of fresh faces using some of the judging panel for coaches at the spring convention.

Contest and Judging, Carter Combs. *Brouhaha* quartet on the judging panel in the spring and will be guest clinicians. Our new judge candidates are Brett Randolph and Kelby Cluck contest administrators, Matt Weber and Keegan



Eich for musicality. 36 quartets have registered for this convention, 6 had to drop, but 1 has reentered. Chorus contest looks solid; two groups competing for scoring/eval only. One will be taking advantage of coaching by judges tomorrow. Coaching by the judges will be another incentive to come to the convention.

Chorus Director Development, Larry Monson. We're in the business of mentoring directors. See Consent Calendar report. Had a great workshop in September at **Viborg, SD**. Will have a music directors Round Table with Matt Webber and Cliff Huot, Scott Spilker and John Marshall substituting in for Chad Knifer tomorrow. Music directors need to share ideas.

Chapter Support and Leadership, Chad Schuetz. The **Leadership Academy** in January will be prioritized for first time chapter presidents, secretaries, and treasurers or those aspiring to these positions. Develop a needs assessment to see what chapters need. What information you would like to see from your chapters. Have information from that assessment to discuss at the district leadership meeting held after the Leadership Academy, January 11. Continue leadership training at the Spring Convention.

Historian, James Gwaltney. Working on digitizing the tri-fold presidents' boards, to put them on the website.

Music Performance, Duane Lawson. Continue **HEP** at the Shawnee, KS site. We have five coaches for the event. Planned for February 22. Coaching opportunities for quartets and choruses at the spring convention. Have a **HEP** event in Des Moines on August 23 coaching quartets and choruses along with a **Chorus Director Development** workshop directing the *Vox Infinitus* chorus.

State Vice President Reports:

Kansas, Mike Shepherd. There is one chapter still at a standstill. Been out to all the chapters but one either at a chapter meeting or show. Created a Facebook page, [Kansas Barbershop Harmony](#) for Kansas chapters including the Colby, KS Chapter.



Iowa, Larry Hlavacek. Tried to get Iowa choruses to participate in platoons. Kudos to **Sioux City** with six members participating in the platoon. **Fort Dodge** Chapter with three of four members is in the process of reorganizing possibly in Humboldt, IA. The High School music director at Humboldt Community School District will be their director. Nate Green and Larry Monson may assist them. High School students are interested in singing with them. This would be a great new addition in Central Iowa. **Mason City** and **Iowa City** are working on Christmas music in August.



Nebraska, Rick Pape. Hope to visit chapters yet this fall and next spring. **Beatrice** is doing very well and **Fremont** is still going strong, had a wonderful guest night. **Lincoln** is gaining a few new members. Lincoln chapter experimented with a mixed chorus format, *Star City Sound*, about 64 members with two public performances.; about 50-50 male-female. Most wanted to come back again in summer of 2025, possibly forming a mixed chorus with the Lincoln chapter. Several Lincoln members attended the **Harmony in the Hills** in Rapid City, SD, 100+ singers from at least 5 states. Would encourage other barbershoppers to attend. Clinician was Rich Lapp from Idaho. **Omaha** Chapter, Heartland Harmonizers chorus, has a director, Mathan Mrkvicka.



Missouri/Arkansas, Mike Bass. Missouri/Arkansas chapters well represented at International Convention in Cleveland including **Kevin Keller (St. Charles)** as new Society President. Chapters that were visited are listed in the Consent Calendar report. Other chapter contacted via email. A couple chapters are in a hyper-care situation, that being **St. Joseph** and **Columbia**. St. Joseph is alive and well. Columbia is having some membership issues.



Code of Regulations Revision

Code of Regulations Revision committee, Matt Suellentrop, Brett Randolph, Duane Lawson, Mark Fuerniss, Mark Erikson have been working on bringing the **CSD Code of Regulations** up to date, along with the **Operations Manual** which is referenced several times throughout the Code. Code was edited by Randolph and shared with Program Administration Team members for their input. The Board of Directors has supervision over the Operations Manual. Randolph would like approval of the Operations Manual as reviewed by the Program Administration Team (<https://singcsd.org/convention-documents/> → Other Documents → “[CSD Operations Manual](#)”). The Operations Manual contains an organizational chart, yellow are elected positions, dark blue appointed positions. Followed by a list of contests held and awards given. **Lawson moved to accept the Operations Manual as presented. Motion passed unanimously with a voice vote.**

Google Tools

Suellentrop mentioned additional Google tools that the District might be interested in including Google Workspace and district positional email accounts making it easier to contact district officers.

Song Break, Veteto led “Sweet and Lovely (That’s What You Are To Me)”



Back to Code of Regulations

Erikson requested a motion to *review* the Code of Regulations as posted on [CSD website](#) (See Admin → – Convention Documents).

Schuetz made a motion to review the Code of Regulations as posted on CSD website.

Discussion, led by Mark Erikson, followed.



In the Fall of 2022 the Board reviewed and approved a change in the BHS Standard District Bylaws. These Standard District Bylaws were subsequently approved by the House of Delegates. BHS Standard District Bylaws eliminated gender bias in wording, changed “audit” to “financial review”, provided allowances for virtual meetings.

Code of Regulations consolidates policies adopted by the District including establishment of dues, duties of officers, terms of office, election of state vice president, nominating committee, house of delegates, standing committees, finances/travel expenses. Description of contests at conventions has been moved to the Operations Manual. CSD [website](#) and [Serenade](#) are the official instruments to inform members of district policies



and procedures. District directory and email lists are now available on BHS Member Center, <https://members.barbershop.org>. Chapter show clearance procedures are described in Section 10 of the Code. Contest awards were moved to the Operations Manual. Barbershop of the Year and Hall of Fame awards are described in the Code. Criteria for a chapter not to be in good standing are listed in Section 13. District name badges, lapel pins and district meetings are discussed in Sections 14 and 15. The Code of Regulations is an internal document and does not need to go to the Society for review as was the case with the Bylaws. The Operations Manual contains position descriptions of various district leadership positions. The hierarchy of District governing documents: 1. Bylaws, 2. Code of Regulations, 3. Operations Manual.

Erikson suggested that these documents be reviewed every twenty four months.

Confusion as to actual motion, “review” or “approve” Code of Regulations.

A vote to “approve” of Code of Regulation as reviewed was passed unanimously with a voice vote.

Suellentrop made a motion to adjourn. Motion passed unanimously with a voice vote. Meeting adjourned at 8:45 pm.

Erikson directed “Keep the Whole World Singing”.



Minutes compiled by

Mark Fuerniss

Mark Fuerniss, Secretary
Central States District

Emergency Board Meeting
January 12, 2025, 10:49 a.m.
Kansas City, MO

Board Members present: President Brett Randolph; Executive Vice President Dan Bodtke, Secretary Mark Fuerniss, Treasurer Jeff Arians, Kansas V.P. Mike Shepherd, Nebraska V.P. Rick Pape, South Dakota Cliff Huot, Iowa V.P. Larry Hlavacek, Missouri/Arkansas V.P. Stephen True.

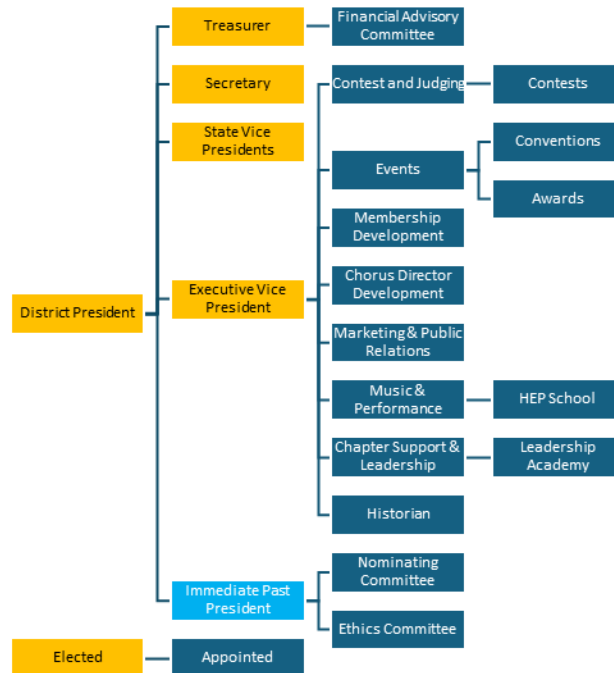
Mike Shepherd moved to **amend the 2025 Budget to include \$750 expense for Webmaster**. A webmaster has been hired to maintain the CSD website. **Motion passed unanimously with a voice vote.**

Mark Fuerniss

Mark Fuerniss, CSD Secretary



Central States District Organizational Chart
(as presented to CSD Board of Directors, October 10, 2024)



2025 Proposed Budget

Income

- 5110 We've discussed increasing registrations. We increased registrations this year so are hesitant to increase registrations next year.

- 5210 We've talked about increasing dues five dollars. Some districts charge their competitors more than non-competitors. Proposed 2025 budget has a five dollar increase in dues. Did not increase registration costs. All the numbers in the budget come from the convention budgets.
- 5810 HEP School and Leadership Academy figures based on this year's budget.
- 5820 Gift revenue line (Line 8520) are grants. \$7,250. "Gift" revenue could be changed to "Grant" to make it less confusing.
- 5830 Contest Recording based on historical records.

Expenses

Section 7020

- "Donations to Other Orgs" (Line 7020) is the donations to host chapter, \$1,500/convention plus a little extra if we make a profit. (27:56)

Section 7500

- Budgeted \$20,000 for judging expense, increased from \$7,000, to include everything relating to judges' expenses, e.g. travel, rooms, etc.
- Fixed Labor is the Leid Center help.

Section 8100

- \$1,500 for Historian (Line 8180) is for digitizing our records.

Section 8200

- comes from conventions facility and equipment rental and risers expenses.

Section 8300. Travel section (Line 8300) expenses are still around \$35,500, just spread out a little differently.

- Board Meeting and Convention, the biggest chunk, is for reimbursing mileage and rooms.
- Hospitality is hospitality.
- \$1,000 Board planning meeting is what we've done in the past.

Section 8400

- Educational Programs, HEP School and LA, is as in the past.
- Recording of Contestants is \$1,500/conventions.
- New line (8496) \$1,000 budgeted for an Iowa Directors/HEP event.

Section 8500

- Advertising includes a contract for IContact to send emails.
- \$850 is for a CSD ad during International Convention.

Other Income

- Endow Fund Contributions income is the Harmony Foundation money we receive, which has gone down significantly from previous years, projected to be \$1,500. We've received \$800

for the first half of 2024. White said the district should receive around \$1,000 for the second half of the year.

Other Expenses

- \$7,000 (Line 8321) for International Subsidy is for choruses and quartets going to International;
- included \$1,000 for Junior Quartets/Choruses, possibly a high school chorus going to Midwinter.

Bottom line, 2025 Proposed Budget is slightly in the black.

2025 CSD Planning Session



Left to right

Stephen True, Cliff Huot, Mark Fuerniss, Chad Schuetz, Larry Hlavacek, Doug Brott, Duane Lawson, Brett Randolph, Jeff Arians, Dan Bodtke, Rick Pape, Mike Shepherd, Carter Combs.

Absent from photo, Don Fuson.