

Pasadena Showcase House for the Arts

Minutes

Meeting of the General Membership

March 2, 2016

4:00 p.m.

Approved

Call to Order

The meeting of the General Membership of Pasadena Showcase for the Arts was held at The Altadena Town & Country Club. Gretchen McNally, President, called the meeting to order at 4:10 p.m. Susan Ernster, Secretary, was present.

Quorum

There were 70 voting members present.

Officers Reports

President: Gretchen McNally

Ms. McNally welcomed the Membership and introduced Ms. Mehl.

1st Vice President: Lynn Mehl

Ms. Mehl reported on the changes to the Bylaws approved at the February 17, 2016 Meeting of the Board of Directors:

4. **Non-Voting Members of the Board of Directors** (Board and Membership vote)
ARTICLE VII BOARD OF DIRECTORS (Reflects changes in the Nonprofit Corporation Code)
Section A. Authority
1. Shall have the full power and authority over the affairs of PSHA between General Meetings, except as otherwise provided in these Bylaws.
 2. ~~The~~ Voting members shall be **directors and shall be** nominated and elected pursuant to the provisions of Article VI. ~~And~~
 3. **Honorary members shall not be directors, shall have no voting powers and shall serve pursuant to the provisions of Article VIII, Section A and Article IX, Section**
 4. Shall consist of:
 - a. THE EXECUTIVE COMMITTEE:
 - b. OFFICERS:
 - c. ~~NON-VOTING-HONORARY~~ MEMBERS:
 - 1) Investment Fund Chair; and
 - 2) Presidential appointees.

Ms. Mehl moved to approve the change in language as presented. The motion was seconded. The motion carried.

ARTICLE VIII DUTIES OF OFFICERS

The elected officers shall be the **directors and** voting members of the Board of Directors.

They shall perform the duties prescribed by these Bylaws, by the Policies and Procedures Manual and by the parliamentary authority adopted by PSHA. Each officer shall make an annual report and fulfill her/his respective duties as defined in this article.

Section A. Executive Committee

1. PRESIDENT:

- i. ~~May~~ Shall appoint an Intermediate and/or Associate member to be on Board of Directors, as an ~~non-voting-honorary~~ member, to represent the Intermediate and/or Associate members; ~~and~~
- j. ~~May~~ Shall appoint an Active, Business or Intermediate member as Historian/Archivist, to be on the Board of Directors as ~~non-voting an~~ honorary members; and
- k. May appoint an Active, Business or Intermediate member as Special Project Chairs to be on the Board of Directors as honorary members.

This changed moved the position of Telephone Chair on the Board to the position of Telephone Chair, under Benefit.

Ms. Mehl moved to approve the change of language as presented. The motion was seconded. The motion carried.

2nd Vice President: Marilyn Anderson

Ms. Anderson reported on the progress of the Showcase House, the Interior and Exterior Committees, and Restaurants. She reported that Shops had made a determination of all vendors who will be participating at Showcase this year, and that the Shops tents will be going up soon. She mentioned that past Benefit Chairs, Ms. McCluggage and Ms. Biles, had visited the Showcase property and had brought paintings of their Showcase Houses, each from her Benefit year, which were hung in the Staffing Office.

3rd Vice President: Undine Schwarz

Ms. Schwarz reported on the status of the Audit, that all the necessary documentation had been submitted to the CPA, and that the Audit Committee will be meeting next month.

4th Vice President: Gifts & Grants - Dana Marevich

Ms. Marevich reported that the Gifts & Grants Committee met on February 5 to decide upon the final Grant Recipients, and reported that a total of \$279,500 was awarded in grants. A list of the recipients was distributed to the Membership to review. She thanked and expressed her appreciation to the Gifts & Grants Committee: Ms. Watkins, Ms. Mehl, Ms. Reilly, Ms. Chiang, Ms. McNally, Ms. Kelly, Ms. Lembo, Ms. Sung, Ms. Welch, Ms. Butcher, Ms. Daroca, Ms. Qurtman, and Ms. Sellon.

Membership: Eileen Reilly

Ms. Reilly reminded the members that they must sign the Attendance Sheet to receive credit for being present at the mandatory March 2 General Meeting.

She announced that if any member has a friend who has expressed interest in joining our organization, Ms. Rehman-Dittu has graciously agreed to host an informal Prospective Member reception at her home on March 23, from 4:00 to 6:00 p.m., which you may attend with your prospective member. Ms. Reilly will provide an invitation and Membership Packet (which contains the RSVP information) to send to your friend. She mentioned that this event does not replace the Prospective Members event that is scheduled for April 30 from 2:00 to 4:00 p.m.

She announced that Dues notices will be going out on April 1, and that after June 1, a penalty will be levied. A Survey of Skills will be sent out to the Membership to complete, as it would be helpful to the Benefit Committee, the Nominating Committee and the Board to have a better understanding of each member's skills. Ms. Reilly announced that she has Member tickets for sale at today's meeting, and if any member is interested in buying them, to give her a check made payable to PSHA for \$30 per ticket. She mentioned that there will be no cap on the number of tickets a members can purchase, and the tickets will now be good on Saturday evening until the House closes. Members can also email or call her to purchase Member tickets.

Approval of Minutes: Secretary - Susan Ernster

Ms. Ernster moved to approve the February 3, 2016 Minutes of the General Membership as amended with the following corrections: Under Publications, the removal of the line, "waiting for information from Linda Polwrek", which should read "Members who wish to donate \$500 will receive four unrestricted tickets to the Showcase House in lieu of the Empty House Party." The motion was seconded. The motion carried.

Advisor/Parliamentarian: Katherine Watkins

Ms. Watkins reported on protocol regarding sending emails to the Membership, printed electronic material, and anything posted on the website, all of which must be approved in advance by the President, and if applicable, the Benefit Chair. She urged members to review the information in the Roster and adhere to the requirements. She addressed the use of the PSHA logo and reviewed how to resize it appropriately.

Ms. Watkins thanked the members who submitted nominations and the Nominating Committee: Ms. Domenghini, Ms. Handayan, Ms. Kelly, Ms. Takata, Ms. Dundee, Ms. Reilly, and Ms. Frank, who gave thoughtful and serious consideration to their task in creating a strong and cohesive Board to lead Showcase next year. She mentioned that the Nominating Committee would soon reconvene to slate the Standing Committees and expressed her hope that members would consider accepting when called to serve.

Ms. Watkins reported that the Slate for the 2016/2017 Board of Directors was approved by the Board on February 17 and was sent by email on February 18 to the Membership, and moved to approve the Slate as presented. The motion was seconded. The motion

carried.

Ms. Watkins congratulated the incoming Board Members and expressed her appreciation to them, especially to Ms. Mehl and Ms. Marevich, and wished them a year that is worry free and greatly successful.

Hospitality: Cora Handayan

Ms. Handayan reported that Punch & Lunch is schedule to be held on April 13 at 10:00 a.m. at the Showcase House. Parking will be at the Rose Bowl. Further information will be forthcoming.

Instrumental Competition: Christine Upton

No report.

Music Mobile™: Marsha Seyffert

Ms. Seyffert thanked everyone who helped make this year's Music Mobile a success.

Youth Concert: Barbara Damerel

No report.

Provisional: Barbara Lake

Ms. Lake reported on the status of the Provisionals, introduced Ms. Thompson and Ms. Kent, and thanked Ms. Seyffert for hosting the Provisional Dinner at her home on February 21.

Public Relations/Marketing: Vikki Sung

Ms. Sung reported that she, Ms. Hanson, and Ms. Marlow had attended a PSHA sponsored concert at the Walt Disney Concert Hall and had handed out Showcase House brochures. She mentioned that more brochures are available for members to distribute.

Publications: Linda Polwrek

No report

Season Tickets: Andrea Kelly

Ms. Kelly reported that the next three concerts at the Walt Disney Concert Hall are as follows: May 6, May 27 and June 3, and that for those who want to attend, first consideration will be given to those members who have not yet attended a concert.

Treasurer: Jenny Chiang

As of:	03/02/2016	Operating Account:	\$ 51,185.20
	03/02/2016	Tickets:	\$603,071.83

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Archivist/Historian: Stephani Tyler

No report

Associate Representative: Rary Simmons

Intermediate Representative: Marcia Kreditor

Absent. In their stead, Ms. McNally reported that an invitation to “Tea and Tour” will soon be sent out to all of the Associate and Intermediate members.

Investment Fund: Charlene Liebau

Absent.

Strategic planning: Kathryn Hofgaarden

Ms. Hofgaarden reported on the status of the Strategic Planning Committee and its recommendations to the Board.

Telephones: Judy Frank

No report.

Sponsorships: Judee Welch

No report.

Website: Kathryn Hofgaarden

No report.

2nd Vice President - Benefit: Marilyn Anderson

Ms. Anderson presented Ms. Marevich as the 2016/2017 Incoming Benefit Chair.

Unfinished Business

Ms. McNally (for Ms. Ho) announced the final opportunity to buy Gift Certificates, and that to purchase promotional items to see Ms. Lake after the meeting. Mr. Rubin announced that he has Ticket flyers for the members to distribute where they do business, and to see him after the meeting to pick them up.

New Business:

Ms. McNally announced that Ms. Watkins had Showcase House posters printed to distribute and display at businesses that the members patronize, and that envelopes containing the posters have been placed at each table.

Ms. Anderson announced Ms. Zimmer who conducted a special presentation to promote Premiere Night, which is scheduled to take place on April 15.

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Adjournment

Ms. McNally adjourned the meeting at 5:05 p.m.
Respectfully submitted,

Susan Ernster
Secretary 2015/2016

Date