



PASADENA
SHOWCASE
H O U S E
of the Arts

Pasadena Showcase House for the Arts

General Meeting Minutes -Approved

February 5, 2020

Guest Speaker Ms. Sung introduced Tim Gregory, House Historian, who provided the Membership a detailed history of the 2020 Showcase location, The Locke House, and of its architect, Gerald Colcord.

Call to Order The General Membership Meeting of Pasadena Showcase House for the Arts, held on February 5, 2020 at The Shakespeare Club in Pasadena, California began at 3:25 P.M. Dotty Ewing, Secretary, recorded the minutes, in both written and electronic formats.

Quorum There were 38 voting Members present. In addition, 12 Associates and 3 Provisionals attended.

Approval of the Minutes Ms. Ewing moved that the minutes of the January 8, 2020 General Meeting be approved as corrected. The motion was seconded and the corrected minutes were approved.

EXECUTIVE COMMITTEE REPORTS

President: Vikki Sung Ms. Sung reported that the February 19, 2020 Benefit Committee meeting would feature realtor and author Bret Parsons, who will talk from his book, *Colcord: Home*, a biography of Gerald Colcord, architect for The Locke House.

1st Vice President: Barbaa Damere

No report.

2nd Vice President: Jill Fosselman

Ms. Fosselman briefed the Membership on the status of record-setting ticket sales, shops, the onsite restaurants, entertainment, and plans for the Living Room, Ms. Fosselman also thanked Ms. Marevich and Ms. Mehl, Empty House Party Co-chairs, and the Neighborhood Party Committee for their recent successful events at The House. Ms. Fosselman also reminded the Membership that \$40 Gift Certificates are still available through Ms. Lake and thanked the Benefit Committee for their hard work to date.

3rd Vice President (Finance): Ms. Sung on Behalf of Undine Schwarz

Ms. Sung reported that: the July 31st, 2019 audit was on schedule; 2019 tax 1096 and 1099 forms had been completed and sent; budget-to-actual reports would be available soon; and application had been made for the 2020 Temporary Selling Permit for shop vendors sales tax.

4th Vice President (Gifts & Grants): Marsha Seyffert

Ms. Seyffert reported that deliberations on Gifts & Grants applications are scheduled for February 18, 2020 at The Shakespeare Villa.

Membership: Cathy Hilton

Ms. Hilton made several announcements: Holly Shearer has reinstated her membership as an Associate from Resigned; encouraged meeting sign-ins; advised STARS sign-up for pre-staffing is still open and volunteers are needed; and regular staffing sign-up on STARS begins February 17, 2020 for Board Members and February 20, 2020 for Active, Business and Provisionals Members.

Secretary: Dotty Ewing

Ms. Ewing introduced the "Motion Memo," asking members to use this "best practices" procedure and form to provide written recommendations for motions in advance of or during meetings. Ms. Ewing also read a note of thanks from William Horsfall for the PSHA donation to the Hathaway Sycamores in memory of his late wife and long-time PSHA member, Ardella Horsfall.

Advisor/Parliamentarian: Dana Marevich

Ms. Marevich advised nominations were still open until Friday February 7, 2020, for 2020-2021 Board positions and members are encouraged to self-nominate.

OFFICERS

Benefit Chair-Elect: Susie Aguirre

Ms. Aguirre reported, among homes she has visited, one seems more suitable for the 2021 season, and she would be meeting with the owner next week.

Hospitality: Barbara Lyle

Ms. Lyle thanked members who RSVP'd for this meeting, announced the table centerpieces were available for sale to benefit The Shakespeare Club and conducted a raffle for members that were wearing their PSHA name badges.

PSHA Instrumental Competition: Vikki Sung on Behalf of Susan Bermingham

Ms. Sung advised that all members were invited to the Instrumental Competition, at the Pasadena Conservatory of Music, on Saturday, February 15, 2020.

PSHA Music Mobile TM: Barbara Lake

Ms. Lake advised that dates were still open for volunteers and encouraged members to sign up for 4

dates in February (25th, 26th, 27th and 28th) and 4 dates in March (12th, 17th, 18th and 19th).

PSHA Youth Concert: Salpy Pontrelli

Ms. Pontrelli requested Members sign-up to volunteer at the upcoming March 25, 2020 Youth Concert and advised that the date for the 2020-2021 season is now scheduled for December 2, 2020.

Provisionals: Annelise Dachel

No report.

Public Relations/Marketing: Michele Lembo

Ms. Lembo provided a briefing on the upcoming advertising, elaborated on The Locke House history and advised that PR Committee Members would be at the Instrumental Competition to manage photography and interview Finalists for social media.

Publications: Christina Louie

No report. Ms. Sung asked Members to be sure they have confirmed permission for the new ZOHO email system to assure continuous receipt of PSHA communications.

Season Tickets: Lynne Graves

No report.

Treasurer: Kathryn Hofgaarden

Ms. Hofgaarden's report is attached hereto.

HONORARY MEMBERS

Archivist/Historian: Lydia Rubin

Not present.

Website Liaison: Kaytie Watkins

Ms. Watkins provided the Membership an update on the status and challenges of the new website.

Associate Representatives: Eileen Reilly and Marybeth Rehman-Dittu

Ms. Reilly reported on several issues: Associate name badges were available in this meeting and are to be retained and worn for all Showcase events and meetings; the Associates "Sneak Peak" event will be March 7, 2020 at The House; Associates are encouraged to attend the February 19, 2020 Benefit Committee meeting to hear Bret Parson's presentation on Gerald Colcord; and Associates are reminded the online STARS application for staffing, the House, Shops and Tickets on February 24, 2020 and Ms. Kreditor will be available to assist signing up.

Investment Fund: Fran Biles

Ms. Marevich moved that the General Membership approve a motion to accept the Board-approved

recommendation of the Investment Fund Committee **that** the Investment Fund be reinvested into a new 501 (c)(3) Private Foundation with Bylaws in accordance with the State of California. This motion supersedes previous motions in relation to the disposition of the Investment Fund. The motion was seconded and after discussion, passed.

Committee for the Future: Marilyn Anderson

No report.

Unfinished Business

Ms. Farley announced Member tickets would be available for sale beginning on March 5, 2020 and complimentary tickets were available for Chairpeople for distribution to their resources.

Ms. Farley also advised that the ticket flyer supply was exhausted, but posters to support ticket sales would be available at the March Benefit Meeting. Ms. Moore requested that Members consider signing up for additional pre-staffing shifts, as volunteers are still needed, particularly for early April.

Adjournment The meeting was adjourned at 4:10 P.M.

Respectfully submitted,

Dotty Ewing Secretary