



PASADENA
SHOWCASE
HOUSE
for the Arts

PASADENA SHOWCASE HOUSE FOR THE ARTS

General Meeting Minutes **Wednesday, January 11, 2012** **Annandale Golf Club** **Meeting at 9:00 AM – Luncheon to Follow** *Approved*

Call to Order: A regular General Meeting of the Pasadena Showcase House for the Arts was held at Annandale Golf Club. The meeting convened at 9:20 AM. President Beverly Marksbury presided. Cheri Graham, Secretary, was present.

Quorum: Membership Chair Dana Marevich announced that there was a quorum for today's meeting.

Officers' Reports:

PRESIDENT: BEVERLY MARKSBURY

Beverly Marksbury welcomed our members to the meeting and wished them a Happy New Year. She thanked Delise Menik, in absentia, for making the arrangements for today's meeting at Annandale. She also thanked Marybeth Rehman-Dittu for coordinating the arrangements.

Beverly Marksbury noted that Donna Gotch and her Benefit Committee have been working hard during the holidays. She also stated that there has been a great deal of activity with Public Relations. *THE Magazine* has a new weekly Insider in the Los Angeles Times every Sunday. Steve Tobia, the publisher, has been a supporter of Showcase and has features planned for future *Weekly Insiders* in the San Gabriel Valley area. PSHA was featured in an article with a membership photo. *THE Magazine* also had an article regarding PSHA being selected as one of "Fifty Most Inspired Charities". An article in *Pasadena Outlook* highlighted our Holiday Party with photos and a short story.

Beverly Marksbury announced that any member is welcome at a Board Meeting. The President needs to be notified ahead of time and, unless there are sensitive discussions, anyone is welcome to attend. The Board Meetings are generally the third Wednesday of the month, with this month an exception due to the New Year's holiday.

SECRETARY: CHERI GRAHAM

A motion was made by Cheri Graham to approve the minutes of the November 2, 2011 General Meeting as corrected. Eileen Reilly seconded. Motion carries.

Cheri Graham distributed PSHA mail.

1ST VICE PRESIDENT: KATHRYN HOFGAARDEN

Kathryn Hofgaarden congratulated Donna Gotch on a good start for Showcase 2012.

Kathryn Hofgaarden presented Bylaw Revisions for approval of the General Membership. The first revision is:

**ARTICLE III
MEMBERSHIP**

Section E. Probation

3. ~~Members who are involved in an adversarial dispute that results in litigation against PSHA shall be placed on probation until the resolution of the aforementioned litigation, precluding participation in all PSHA activities.~~ Members who are on the opposing side of litigation against PSHA or whose interests in such litigation are in opposition to PSHA's interests shall be placed on probation until the resolution of the aforementioned litigation, precluding participation in all PSHA activities.

*Kathryn Hofgaarden moved to replace the deletions (in black) with the additions (in red) as shown above. Chuck Rubin seconded. **Motion carries.***

The second revision is:

**ARTICLE V
NOMINATION AND ELECTION**

Section A. Nominating Committee

1. The Nominating Committee shall be chaired by the Advisor/Parliamentarian and shall include:
 - a. Five (5) members elected by the General Membership pursuant to Section D, 4 herein;
 - b. Membership Chairman; and
 - c. Immediate past Advisor/Parliamentarian. (If the immediate past Advisor/Parliamentarian is unavailable, the President shall appoint a past President to serve.)
2. The immediate past Advisor/Parliamentarian or Presidential appointee shall serve as a non-voting member.
3. All members on the Nominating Committee, including alternates, are not eligible for Board positions the ensuing year.
4. The nominating deliberations shall be strictly confidential.

*Kathryn Hofgaarden made a motion to add: 3. All members on the Nominating Committee, including alternates, are not eligible for Board positions the ensuing year. Stephani Tyler seconded. **Motion carries with one opposition, Marti Farley.***

The third revision is:

ARTICLE VI

BOARD OF DIRECTORS

Section D. Authorization to Sign Contracts

The Executive Committee shall be notified of all contracts that extend beyond the current fiscal year. Any contract must be signed by:

1. The President, if it pertains to Board matters; or
2. The President and the 2nd Vice President (Benefit), if it pertains to Benefit matters.
3. If the President is unavailable, one of the following officers shall sign in her/his place in the following order: 1st Vice-President, 2nd Vice President (Benefit) or 3rd Vice President (Finance).

Kathryn Hofgaarden moved to add the sentence below the words "Authorization to Sign Contracts": The Executive Committee shall be notified of all contracts that extend beyond the current fiscal year. Marilyn Anderson seconded. Motion carries with one opposition, Barbara Damerel.

2ND VICE PRESIDENT (Benefit): DONNA GOTCH

Donna Gotch reviewed the progress of her Core Team through the planning of the 2012 Pasadena Showcase House of Design. Designer Walk Thru was held in November, with all designers chosen within 24 hours. This year, there are designers returning from last year, along with seasoned participants and new designers. Second Peek allowed these designers to revisit the property. Their ideas were reviewed at Informal Presentations. The final touches were reviewed at Formal Presentations. After the holidays, an event was hosted for the Benefit Committee and the designers by Snyder Diamond. Plans are being reviewed with the owner. Donna Gotch has now been presented with the keys to the house. Our Caretaker, John Dewey, is now living on the premises. Donna Gotch and Beverly Marksbury have participated in a magazine photo shoot for the cover of *THE Magazine*, which will have a 28 page black and white spread on the house with the designers. Articles were in the *L.A. Times* last Sunday.

Donna Gotch recognized members of her Benefit Committee who worked through the holidays to prepare for Showcase. They are: Gretchen McNally and Kaytie Watkins – securing vendors; Barbara White-Thomson – obtaining caterer for Restaurant; Suzanne Hart – contacting the neighbors; Marti Farley – preparing Empty House Party Invitations; Marti Farley and Kathryn Hofgaarden – planning the Empty House Party; Linda Polwrek – securing parking for Empty House Party, Showcase, and two alternate parking dates; Jill Fosselman and Marja Wiersema – finalized trash, porta-potties, and cleaning vendors; Lynn Mehl – collecting donations from Patrons; Beverly Marksbury and Donna Gotch – for taste testing the menu with Delise Menik and Joy Sullivan, for Premiere Night; Delise Menik and Joy Sullivan have secured the location, band, invitations and menu for Premiere Night; Shelly Reisch – locating and selling Promotional Items to our members; Serena Ho

and Danielle Takata – set a record for Golden Tickets Sales (750 sold); Core Team (Mary Ann Clayton, Karol Franks, Linda Larsen, Carol Matsui, Cheri Graham, Debra Scott, and Beverly Marksbury) deserve special thanks.

Exterior Co-Chairs Linda Larsen and Carol Matsui announced this year's Exterior Designers. They are:

Advisor - Debra Rabb, Debra Rabb Landscape

Front Walkway, Rose Garden and Fountain – Anne Phillips, Go Green Gardeners

Andalusian Courtyard – Cassy and Kirk Aoyagi, FORM LA Landscaping, Inc.

La Lagunita – John Lauterbach, Lauterbach, Inc. and Steve Sandalis, Mystic Water Gardens

Pool and BBQ, Pool Dressing Area & Shower – Melissa Carson, Carson-Magness Landscapes, Inc.

Greenhouse – Laramee Haynes, Haynes Landscape Design

Waterfall – Terry Morrill, Pacific Outdoor Living

Interior Co-Chairs Mary Ann Clayton and Karol Franks announced this year's Interior Designers. They are:

Advisors – Mario Saverino and Kenn Myers, MK & Company

New Designers:

Entrada/Main Staircase/Upstairs Gallery/Powder Room – Christina Lauren, Christina Lauren

Breezeway – Stephanie Leese and Jason Lai, L2 Interiors

Telephone Room – Phillip Cohen, Studio of Phillip W. Cohen

Vestibule/Balcony – Ann Kneedler, Kelly Sutherland McLeod Architecture

Boy's Bedroom – Debra Lynn Henno, DLH Design

Hall Bath – Alicia Friedmann, Alicia Friedmann Interior Design, LLC

Guest Bedroom – Copper Gyer, Copper Gyer Design

Girl's Bedroom – Maya Williams, Maya Williams Design

Returning Designers:

Living Room – Albert Janz and Sherry Stein, Henry Johnstone & Company

Hallway/Executive Bathroom/Card Room – David Reaume, David Reaume Construction and Design

Gentleman's Study – Jon Jahr, Jon Jahr & Associates

Kitchen/Butler's Pantry/Pantry/Breakfast Room – Gregory Parker, Parker West Interiors

Dining Room – Karina Oldemans, Karina Oldemans Interior Design

Master Bedroom/Sitting Room/Master Bath – Kathryn Dahlman, Kathryn Designs, Inc.

Lady's Office – Kristi Nelson, Arley Laman and Francesca D'Alessandro, KMNelson Design, LLC

Guest Suite – Joshua Cain and Jeff Godbold, Saxony Design Build

Reading Room – Traci Larsen Clark, Traci Larsen Interiors

Sleeping Porch/Hall/Back Staircase – Paul Devine, Interior Devine, Inc.

Family Room – Genaro Lagdameo, Designs of the Interior

Casita – Mark Cutler, Mark Cutler Design

Writer's Retreat – Cynthia Bennett, Cynthia Bennett & Associates, Inc.

Casita Garage – Jaime Diethofer, Garage Envy, Inc.

Restaurant Liaison Barbara White-Thomson announced that the Caterer this year is Wolfgang Puck. A generous Frequent Diner Program will give one free entrée for every five purchased. The Designer for the Restaurant at Showcase is Silver Birches. Walter Huber founded Silver Birches as a florist and has now transformed into designers for high-end events. Walter Huber has an MFA from Otis, a Fulbright to teach and study drawing in England, professional landscaping, interior design and has authored a book, *Naked Flowers Exposed*.

Marti Farley and Kathryn Hofgaarden are planning the Empty House Party. Marti Farley reminded members that RSVPs are due to Eileen Reilly at the end of this week. The first two tickets for members are \$60 apiece and guest tickets are \$80 apiece. Anyone interested in assisting with check-in, please call Dana Marevich. Anyone interested in selling drink tickets should contact Gretchen McNally. Parking is at Descanso Gardens.

Patrons Chair Lynn Mehl announced that there are 80 Patrons. She has forms available for any potential Patrons. The Patron RSVPs for Empty House Party are due this Friday. She has response cards for anyone who has not RSVPd yet.

Staffing Chairs Lisa Loeffler and Marianne Houston: Marianne Houston thanked those who have signed up for Pre-Staffing online. Spaces are still available. Staffing signups for Regular Showcase Staffings for Board and Business Members on January 23, 2012; Benefit Committee on January 30, 2012; remaining Members on February 6, 2012. Marianne Houston added that the written instructions for STARS can be found on the website. Lisa Loeffler has been in contact with our community organization liaisons, who will be attending a meeting on February 25, 2012 to begin the sign up process for their organizations. There will be two on-premises meetings, each with 150 to 200 people. The dates are Saturday, March 31, 2012 and Saturday, April 7, 2012. Donna Gotch added that there will be a Staffing Office in a three-car garage during the construction phase and that the office will move to a larger room during the period that Showcase is open.

Promotions Chair Shelly Reisch presented our promotional logo collections with modeling by Jan Emamian, Pam Ragus, Janice Tompkins, Stephani Tyler and Jenny Chiang. The logo collection includes polo shirts, vests, jackets and hats. Pens, pads, spiral journals and mugs are also included. Shelly Reisch added that our logo items are available for purchase today. An order form will soon be added to the website. Danielle Takata assisted with the website order form. Shelly Reisch ended with a raffle.

3RD VICE PRESIDENT (Finance): SUZANNE HART

Suzanne Hart reported the following balances:

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|-----------------------------|-------------|
| <i>Benefit Account:</i> | \$68,808.90 |
| <i>Ticket Account:</i> | 810,668.58 |
| <i>Board Account:</i> | 0 balance |
| <i>MoneyMarket Account:</i> | 28,329.11 |

Suzanne Hart noted that the Audit is approximately 90% complete. She appreciates quick responses to her requests for information from our members. Undine Schwarz and Suzanne Hart have been completing Job Descriptions for Treasurer and Bookkeeper. There will be a meeting with our bookkeeper, Accounting Firm Hinton Kreditor, to review the job requests from them.

4TH VICE PRESIDENT (Gifts and Grants): MARILYN ANDERSON

Marilyn Anderson reported that the members of the Gifts and Grants Committee are interviewing prospective recipients. The next meeting to determine who receives the grants will be on Tuesday, February 7, 2012 at 8:30 AM. The meeting will be at the San Gabriel Country Club, food to be provided. If anyone has questions regarding the Gifts and Grants Program, please contact Marilyn Anderson. The Gifts and Grants Reception for 2012 will be Tuesday, April 17, 2012 at 10:00 AM in the Restaurant at Showcase. The date and time have been changed this year to better accommodate the media so that we might get more articles in the newspapers.

MEMBERSHIP CHAIRMAN: DANA MAREVICH

Dana Marevich reminded those attending today's meeting to sign in. She has invitations for the Prospective Member Reception, Saturday, February 4, 2012, 2:00 PM to 4:00 PM. Membership Packets are also available. For members who have not fulfilled their music requirement, the only choice left is Music Mobile™. There are three more General Meetings remaining. The March General Meeting is mandatory, anyone not attending needs to notify Dana Marevich in writing (email or note). Beverly Marksbury added that we are allowed to bring guests to the General Meeting in February. The February meeting will be Wednesday, February 1, 2012 from 9:00 AM to noon, at the Huntington Library, Art Collections, and Botanical Gardens. The guest speakers will be Stacy Brightman, Sue Lafferty, and Tim Gregory.

TREASURER: UNDINE SCHWARZ

Absent. Beverly Marksbury reported that Undine Schwarz is still working in Las Vegas. She processes/sends checks on the weekend. If anyone needs assistance with financial matters, please contact Suzanne Hart.

HOSPITALITY: MARYBETH REHMAN-DITTU

Marybeth Rehman-Dittu reported that February 1, 2012 will be our next General Meeting, from 9:00 AM to noon. Breakfast service will be provided and three guest speakers. Please RSVP. The meeting on March 7, 2012 is mandatory. It will be

planned by Cynthia Brooks. Beverly Marksbury added that she has attempted to have programs that add interest to the meetings and stay for lunch to build camaraderie with each other.

INSTRUMENTAL COMPETITION: MARIANNE HOUSTON

Marianne Houston reported that it has been two months since the Instrumental Competition. She thanked all of those who helped and attended. There is a write up with photos in the latest edition of *Just in Showcase*. The program has a great impact on the winners. Marianne Houston read a note from the First Place Winner in the brass competition. Conrad Jones wrote that he was grateful for the prize and was going to buy a new trumpet.

MUSIC MOBILE™: STEPHANI TYLER

Stephani Tyler noted that this is the last music program available for members to satisfy their music requirement. This is an ongoing program. The current schedule is filled, but she expects an update from the Pasadena Conservatory of Music. Longfellow School in Pasadena will possibly have CBS and a photographer will take pictures to update the Program and future PR Brochure regarding the Music Mobile™ Program. Stephani Tyler thanked Donna Gotch and Callie Hoffer for their assistance with the Music Mobile™ publicity.

YOUTH CONCERT: LISA LOEFFLER

Lisa Loeffler reported that the Youth Concert was complete. She indicated that it was a great day and thanked the volunteers. Lisa Loeffler has also received thank you notes from the participants. Teachers have given a lot of positive feedback. Details regarding the Youth Concert will be in an article in *Just in Showcase*. The next Youth Concert will be November 1, 2012. Anyone interested in being the next Youth Concert Chairman should contact Lisa Loeffler.

PROVISIONALS: GRETCHEN McNALLY

Gretchen McNally reported that the Provisionals are doing well. She asked them to stand and encouraged our members to talk with them and make them feel welcome. She introduced Kathy Crandall.

PUBLIC RELATIONS: CALLIE HOFFER

Absent. Beverly Marksbury reported that she and Donna Gotch had a productive meeting with the Marketing Consultant. Karol Franks will update Facebook with information regarding Showcase. Donna Gotch will be touring the house with the Public Relations Committee on Saturday and Empty House Party packets will be assembled.

PUBLICATIONS: JANICE TOMPKINS

Janice Tompkins reminded us that articles for the February *Just in Showcase* are due today. She requested that members review contacts that may want to place advertising in the Program. If there are potential advertisers, contact Jan Tompkins, Nancy Maclean, Gipsy Bergstrom or Vera Teller. Packets for advertising have been mailed. The deadline for receiving advertising information is March 1, 2012. Beverly Marksbury added that the marketing consultant is working on sponsorships. We are attempting to have sponsors place ads also. Steve Tobia is speaking with merchants in La Cañada to advertise. Snyder Diamond is committed to advertising.

SEASON TICKETS: CHINI JOHNSON-TAYLOR

The L. A. Phil is excited about the February 4, 2012 concert which will be held at the Shrine Auditorium. We have only ten tickets for this concert. Seating is yet to be determined. The tickets will be sent in approximately two weeks. Tickets are still available for May 4, 2012 with Sir Simon Rattle conducting Wagner, Mahler and Bruckner. If you have not yet requested tickets for a concert, the May 4, 2012 concert is available. If anyone requests beverages, include 20% tip and 8.75% tax. If anyone cannot attend a concert, please let Chini Johnson-Taylor know so that the tickets may be given to another member.

ARCHIVIST/HISTORIAN: DELISE MENIK

Absent. Delise Menik sent a report to Beverly Marksbury stating that pictures continue to be taken at events. If anyone needs access to the archives, notify either Delise Menik or Beverly Marksbury. The 50th Anniversary Ad Hoc Committee met in December and last week to plan the event for our 50th anniversary. The members of the committee are Fran Biles, Vicki McCluggage, Charlotte Varner, Joy Sullivan, Mona Mapel and Delise Menik. Each committee member has been given an assignment to research and meetings will be held monthly to plan the event.

ASSOCIATE REPRESENTATIVES: JENNIFER HIGGINBOTHAM & JENNIFER JOHNSON
Both absent.

INTERMEDIATE REPRESENTATIVES: DIANA deNOYELLES & JANET WILLCOX

Diana deNoyelles absent. Janet Willcox reported that the Associate/Intermediate Event will be Wednesday, February 8, 2012. It will be a fireside cocktail event at the Cal Tech Athaenaeum in Pasadena. Invitations have been sent. If Associate or Intermediate members did not receive an invitation, please contact Janet Willcox or Jennifer Higginbotham, who is also collecting RSVPs.

INVESTMENT FUND: VICKI McCLUGGAGE

Vicki McCluggage reported that the Investment Fund Committee met in November in Chris Willis's office. A decision was made on the investment and the allocation, as determined by the Finance Committee. The proceeds of the 2011 Showcase House were invested in a new fund as part of the American Funds. The Investment Fund closed at the end of December at \$3,000,349.15. An annual meeting for the

Investment Fund Committee will be in February. Changes in investment strategy will be discussed. The Finance Committee meets after the proceeds of the Showcase House have been determined and the allocation for Gifts and Grants is set.

The rationale for the Fund is that several years ago some members were concerned that if there was not Showcase House for any reason, we would still be able to have our music programs and possibly, Gifts and Grants for the community. The original goal was \$5 million. This year, the allocation was reduced for the 2011 Showcase. The interest is being reinvested in the fund.

Beverly Marksbury noted that the guideline is to attempt to allocate 20% of the proceeds from the prior year Showcase. Some years we can accomplish this and some we cannot.

TELEPHONES: PHYLLIS WILBURN

Absent. Beverly Marksbury noted that Phyllis Wilburn reported that she had changed the opening message to reflect the 2012 Showcase and the Membership message to reflect the upcoming Reception. Phyllis Wilburn would like to hear from Tickets, Shops, Interior and Exterior. Call 626.578.8500, listen to current message, get new message approved and she will record it.

WEBSITE LIAISON: JOY SULLIVAN

Absent. No report. Beverly Marksbury added that she, Joy Sullivan, and Donna Gotch have some ideas for publicizing some things on the website.

ADVISOR/PARLIAMENTARIAN: MARTI FARLEY

Marti Farley reported that it is time to consider the jobs that members would like to do for Benefit and Board next year. She will be sending an email this afternoon with a link where members can login and go to the preference sheets. List your areas of interest. The Board preferences will be summarized for the Board positions and discussed at the Nominating Committee. The Benefit preferences will be given to the Membership Chairman who will share it with the next Benefit Chair so she can form her committee. The Elective Committees have also been added to the website this year. These committees are Nominating, Membership, Finance, and Policies and Procedures. More than one name can be entered. Contact Jan Tompkins if you have problems with the system. If there are any questions regarding the various committees, contact Marti Farley. The Nominating Committee will meet in early February to determine the slate for the Board of Directors next year. The slate will then be voted on in the March meeting.

Unfinished Business

None.

New Business

None.

Adjournment

Prior to adjournment, Beverly Marksbury reviewed the dates to remember as noted on the Agenda for today's meeting.

A motion was made by Cheri Graham to adjourn the meeting. Carol Matsui seconded.
Motion carries.

The meeting was adjourned at 10:50 AM.



2-1-12

Cheri L. Graham
2011/2012 Secretary

Date