PASADENA SHOWCASE HOUSE for the Arts

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Minutes
Meeting of the General Membership
June 5, 2013
4:00 PM
Approved on June 30, 2013

CALL TO ORDER

The regular meeting of the General Membership of Pasadena Showcase House for the Arts was held at The La Canada Thursday Club. The meeting convened at 4:30 PM. President, Kathryn Hofgaarden presided and Secretary, Barbara Damerel was present.

QUORUM

There were 45 voting members present.

APPROVAL OF MINUTES

The minutes of the April 17, 2013 General Meeting and the May 29, 2013 Special General Meeting were approved as printed.

OFFICERS REPORTS

President: Kathryn Hofgaarden

Kathryn Hofgaarden reported that all voting members should have received a ballot of the Standing Committee Slate, which they should have filled out, folded in half and given to a teller. Kathryn announced that the tellers were: Georgia Coye, Gretchen McNally and Marcia Kreditor; and, that the Secretary, Barbara Damerel would confirm the vote. Kathryn announced that the election results, once confirmed, would be emailed to the general membership and recorded in the minutes of this meeting.

Beverly Marksbury reported that the Nominating Committee had made a mistake and slated six members for the Policies and Procedures Committee instead of only five members and since this is in conflict with PSHA's Bylaws the General Membership needs to approve this change for 2013-2014.

Motion was made by Beverly Marksbury that: the General Membership approve that for the 2013-2014 Standing Committees Ballot, the Policies & Procedures Committee will slate six members with three members serving as alternates as recommended by the Board of Directors. Motion was seconded. Discussion followed. The majority vote was in the affirmative. **Motion carried**.

1st Vice President: Donna Gotch

Donna Gotch reported that the Board of Directors had approved the Policies and Procedures Manual and that the revisions/amendments to the Standing Rules and Bylaws had been approved at the Special Meeting of the General Membership on May 29th. Donna announced that the updated version would be published in the 2013-2014 Roster.

2nd Vice President (Benefit): Katherine Watkins

Katherine Watkins reported that the 2013 Pasadena Showcase House of Design was a success because of a dedicated Benefit Committee and that the core team was continuing to work hard in order to turn the showcase premises back to the owners.

3rd Vice President (Finance): Suzanne Hart

Suzanne Hart reported that the 2011-2012 Audit was complete and that PSHA's 2012 tax return would be filed by June 15th. Suzanne announced the following bank balances as of June 5th:

Operating Account: $679,572.62
Ticket Account: $999,200.65
Money Market Account: $0 (The monies in this account were transferred to the Operating Account.)

4th Vice President (Gifts & Grants): Joan Vienna

Absent.

Membership: Cora Handayan

Cora Handayan reported the Membership Committee met on June 4th and presented the following membership status changes, which the Board of Directors approved:

Name	Current	Status Change
Jayne Chesebrough	Provisional	Active
Suzette Cummings	Provisional	Active
Yolonda Hamilton	Provisional	Active
Marsha Seyffert	Provisional	Active
Ellen Sherwood	Provisional	Active
Vikki Sung	Provisional	Active
Helena Delu	Provisional	Business
Barbara Cser	Provisional	Resign, not in good standing
Beverly Marksbury	Active	Active Emeritus
Chun-Yen Chen	Active	Business
Linda Healy	Active	Associate
Lynn Mehl	Active	Associate
Andrell Panconi	Active	Associate
Eileen Reilly	Active	Associate
Carolyn Bryant	Active	Resign, in good standing
Marianne Houston	Active	Resign, in good standing
Brigett Guitron	Business	Associate
Kristin Bennett	Intermediate	Associate
Martha Wetzel	Intermediate	Associate
Cheri Graham	Associate	Active
Debra Scott	Associate	Active
Susie Caron	Associate	Business
Jennith Knox	Associate	Non-Resident
Josephine Davis	Associate	Resign, in good standing
Jackie Ficht	Associate	Resign, in good standing
Susan Jackson	Associate	Resign, in good standing

Carol Matsui	Leave of Absence	Active
Linda Larsen	Leave of Absence	Resign, in good standing
Julianne Reynoso	Leave of Absence	Leave of Absence

Cora reported that the Membership Committee reviewed the following applications for 2013-2014 Provisionals, which the Board of Directors approved:

Annalise Araw	Diane Hatfield	Tom Munsell
Coleen Ball	Kay Hoveland	Michelle Nomura
Mari Claveran	May Hsu	Ann Vackrinos
Melinda Edwards	Susan Kaye	Sheri Wedeen
Susan Ernster	Charlotte McDonald	
Yolanda Garcia	Rebecca Mikkelsen	

Secretary: Barbara Damerel

No report.

Advisor/Parliamentarian: Beverly Marksbury

No report at this time.

Hospitality: Linda Polwrek

No report.

Instrumental Competition: Chini Johnson-Taylor

Chini Johnson-Taylor reported that the next Instrumental Competition would be at the Colburn School on Saturday, November 16, 2013 and announced that the Head Judge would be Jin-Shan Dai.

Music Mobile™: Rose Marie Toliver

Rose Marie Toliver reported that the Music Mobile™ van had gone to the following School Districts: Pasadena (14), Arcadia (2), Temple City (2), San Gabriel (3), Monrovia (1), Duarte (1), San Marino (1) and Rosemead (4). Rose Marie announced that the Music Mobile™ program had visited 28 schools, served 2,597 students and held 82 assemblies.

Youth Concert: Marybeth Rehman-Dittu

Kathryn Hofgaarden reported, in Marybeth Rehman-Dittu's absence, that the 2013 Pasadena Showcase House Youth Concert would be held on Wednesday, October 30, 2013.

Provisional: Mary Ann Clayton

Mary Ann Clayton reported that seven *Melodies* had completed their Provisional year and presented them with a gift.

Public Relations: Marilyn Anderson

Marilyn Anderson reported that the 2013 Showcase House would be in *Traditional Home* and *Architectural Digest*.

Publications: Marianne Houston

No report.

Season Tickets: Chuck Rubin

Chuck Rubin reported that an email had been sent to the membership with instructions on how to sign up for Hollywood Bowl season tickets. Chuck announced that the survey would be open on Friday, June 7th at 7:00 AM.

Treasurer: Undine Schwarz

No report.

Archivist/Historian: Gretchen McNally

No report.

Intermediate/Associate Representatives: Marcia Kreditor, Georgia Coye and Susan Mahlmann

No report.

Investment Fund: Vicki McCluggage

Vicki McCluggage reported that her 3-year term and her term as chair of the IFC were over and that Charlene Liebau was elected by the committee to serve a 3-year term. Vicki reported that Fran Biles was elected as the new Investment Fund Committee Chair. Vicki reported the following balance as of May 31st:

Investment Fund Balance: $3,825,711.17

Risk Management Liaison: Nancy Claff

No report.

Telephones: Eileen Reilly

No report.

NEW BUSINESS

Mary Ann Clayton announced that the dates of the 2014 Pasadena Showcase of Design would be April 13 – May 11, 2014.

Mary Ann Clayton announced the 2013-2014 Benefit Committee:

Benefit Chairman	Mary Ann Clayton
Benefit Assistants	Marti Farley & Karol Franks
General Operations	Barbara Lake
Move In/Move Out	Karen Daroca
Neighbors	Joy Sullivan
Parking/Transportation	Cora Handayan
Permits	Donald Bergman
Security	Chuck Rubin
Telephones	Barbara Washington
Treasurer	Linda Zimmer
Benefit Secretary	Jill Fosselman
Designer Liaison	Elsa Balding
Empty House Party	Vicki McCluggage & Charlotte Varner
Exterior	Karen Butcher & Annette Sellon
Assistant to Exterior	Holly Shearer
Garden Docent Tours	Shari Domenghini

Graphics	Dana Marevich
Hospitality	Lisa Loeffler & Kathleen Wilson
House Operations	Jayne Chesebrough & Suzette Cummings
Patrons	Carol Matsui
Premiere Night	Debra Scott
Program	Danielle Takata
Program Advertising	Susie Aguirre & Teri Caughron
Promotions	Erin Dundee & Pam Ragus
Provisionals	Stephani Tyler
Public Relations/Marketing	Chini Johnson-Taylor
Resource Party	Nancy Maclean & Jan Tompkins
Restaurant at Showcase	Penny Arroyo & Glenda Shaw
Special Events	Suzanne Hart
Restaurant Treasurer	Callie Hoffer
Shops at Showcase	Marilyn Anderson & Roslyn DeForest
Assistants to Shops	Gretchen McNally
Shops Treasurers	Kathryn Hofgaarden & Undine Schwarz
Staffing	Barbara Damerel & Stephani Tyler
Staffing Handbook	Fran Banta
Tickets	Linda Polwrek & Debra Qurtman
Complimentary Tickets	Lynn Mehl
Gift Certificates	Beverly Muench
Member Tickets	Judee Welch
Tickets Marketing	Vikki Sung
Tickets Treasurer	Ellen Sherwood
Advisor	Katherine Watkins
President	Donna Gotch

Donna Gotch announced the 2013-2014 Board of Directors:

President	Donna Gotch
1st VP	Katherine Watkins
2nd VP (Benefit)	Mary Ann Clayton
3rd VP (Finance)	Susie Caron
4th VP (Gifts & Grants)	Cheri Graham
Membership	Jan Emamian
Secretary	Beverly Muench
Advisor/ Parliamentarian	Kathryn Hofgaarden
Hospitality	Penny Arroyo
Instrumental Competition	Chuck Rubin
Music Mobile	Andrea Kelly
Youth Concert	Jill Fosselman
Provisionals	Stephani Tyler
Public Relations/Marketing	Chini Johnson-Taylor
Publications	Undine Schwarz
Season Tickets	Linda Polwrek
Treasurer	Jenny Chiang
Non-Voting Board Members	
Archivist/Historian	Joy Sullivan
Associate Representatives	Vicki McCluggage & Charlotte Varner
Intermediate Representative	Marcia Kreditor
Investment Fund	Fran Biles
Telephones	Debra Scott

Beverly Marksbury announced that the Volunteer of the Year award went to Marti Farley.

ADJOURNMENT

The meeting was adjourned at 5:25 PM.

Barbara Damerel
Secretary 2012/2013
6-5-13

STANDING COMMITTEE ELECTION

The slate for the 2013-2014 Standing Committees was presented to the membership on May 28th and on June 5th, at the beginning of the General Meeting, the election was held. The tellers for the tallying of the votes were: Georgia Coye, Gretchen McNally and Marcia Kreditor. As the ballots were turned in, the names of the 72 Active and Business members were crossed out to ensure that only eligible voting members submitted a ballot. 48 legal ballots were cast, including 3 absentee ballots. The votes were double checked by the tellers and the Board Secretary confirmed the vote:

FINANCE COMMITTEE

Elected Members

Chuck Rubin
Undine Schwarz
Linda Zimmer

Alternate Members

Marti Farley
Beverly Marksbury
Danielle Takata

GIFTS & GRANTS COMMITTEE

Elected Members

Barbara Damerel
Cora Handayan
Suzanne Hart
Beverly Muench

MEMBERSHIP COMMITTEE

Elected Members

Erin Dundee
Michele Lembo
Marybeth Rehman-Dittu

Alternate Members

Karol Franks
Annette Sellon
Glenda Shaw

NOMINATING COMMITTEE

Elected Members

Marilyn Anderson
Erin Dundee
Linda Polwrek
Joan Vienna
Kathleen Wilson

Alternate Members

Jill Fosselman
Undine Schwarz
Stephani Tyler

POLICIES & PROCEDURES COMMITTEE

Elected Members

Fran Banta
Karen Daroca
Kathryn Hofgaarden

Alternate Members

Barbara Damerel
Joy Sullivan
Christine Upton