



PASADENA
SHOWCASE
HOUSE
for the Arts

Pasadena Showcase House for the Arts

Minutes

Meeting of the General Membership

November 6, 2013

4:00 p.m.

Approved

Call to Order

The meeting of the General Membership of Pasadena Showcase for the Arts was held at Brookside Country Club. Donna Gotch, President, called the meeting to order at 4:23 p.m. Beverly Muench, Secretary, was present.

Quorum

There were 42 voting members present.

Approval of Minutes

Ms. Muench moved and Ms. Tyler seconded approval of the minutes of the October 2, 2013 General Membership meeting as sent to the membership on October 23, 2013. Motion carried.

Officers Reports

President: Donna Gotch

Ms. Gotch welcomed everyone and thanked Ms. Arroyo for making all the arrangements for today's meeting. She then presented PSHA's new PR/Marketing brochure and brought a supply for members to take. She particularly invited members of the Gifts & Grants Committee to take some for the applicants they will be visiting. She updated members on the events since the last meeting, including the 60th Annual Youth Concert and the Provisionals/Board of Directors Party. Ms. Gotch then announced that the upcoming Instrumental Competition was on Saturday, November 16, 2013.

1st Vice President: Katherine Watkins

No report.

2nd Vice President: Mary Ann Clayton

Ms. Clayton announced that Designer Walk Thru would be on Tuesday, November 12, 2013, and reminded everyone to park at the Rose Bowl, Lot I, and take the shuttle to the House. We are still awaiting a hearing date on the conditional use permit before a Hearing Officer in the City of Pasadena.

Benefit Committee Reports

Staffing: Barbara Damerel and Stephani Tyler

Ms. Tyler announced that sign-ups for pre-staffing will begin in mid-November. Members will receive an email giving the start date and process for signing up for shifts that will be from 9-1 and 1-5 on Monday- Friday, and 8-noon on Saturday. Ms. Damerel reported on Staffing for the 50th House. This year, there will be no formal training session for members who sign up for shifts as Captain, Co-Captain and Front Door. Instead, those members will be sent detailed instructions. While Active, Provisional and Business members have participation requirements, both Ms. Tyler and Ms. Damerel said they welcome any Intermediates and Associates who want to volunteer.

Gift Certificates: Beverly Muench

Ms. Muench announced that pre-orders for Gift Certificates are starting today. They are only \$25, or two for \$50, commemorating our 50th Showcase House of Design. Gift Certificates have no restrictions as to time or day of week, but there is a limit of 30 per member. As a reminder, they may not be resold. Orders with payments and self-addressed stamped envelopes (one first class stamp for every five Gift Certificates) may be sent to Ms. Muench as Gift Certificates will not be released without payment.

3rd Vice President: Susie Caron

Absent. No report.

4th Vice President: Cheri Graham

Ms. Graham announced that the Gifts & Grants Committee met last Monday and all 68 applications were distributed to members for site visits and review. Applications include 27 for concerts and productions, 18 for music programs and seven each for instruments and scholarships. The committee will meet again in February to determine the allocation of our grant funds. Members of the committee are: Cheri Graham, chair, Kathryn Hofgaarden, Kaytie Watkins, Joan Vienna, Jenny Chiang, Donna Gotch, Erin Dundee, Marti Farley, Chini Johnson-Taylor, Marja Wiersema, Barbara Damerel, Cora Handayan, Suzanne Hart and Beverly Muench.

Membership: Jan Emamian

Ms. Emamian announced the following status changes approved by the Board:
Glenda Shaw from Active to Leave of Absence
Yolanda De Garcia from Provisional to Resign

Secretary: Beverly Muench

Ms. Muench reported that the San Marino P.O. Box is officially closed, and all correspondence should use our new P.O. Box 93486 in Pasadena. She also announced that approved minutes of General Meetings will be posted on our website.

Advisor/Parliamentarian: Kathryn Hofgaarden

Ms. Hofgaarden reported that Ms. Schwarz resigned as an alternate to the Nominating Committee, and Ms. Chini Johnson-Taylor was approved by the Board as her replacement. Her committee will next begin requesting preferences of members for offices and committees for next year's slate. Members of the Nominating Committee are Kathryn Hofgaarden, Chair, Jan Emamian, Beverly Marksbury, Marilyn Anderson, Erin Dundee, Linda Polwrek, Joan Vienna, Kathleen Wilson and alternate members Jill Fosselman, Stephani Tyler and Chini Johnson-Taylor.

Hospitality: Penny Arroyo

Ms. Arroyo thanked everyone for RSVP'ing for this meeting. She announced that the Holiday Party will be on Friday, December 13, 2013, at the home of Vicki McCluggage. She encouraged members to attend and said it will be a lot of fun. Invitations will be mailed soon.

Instrumental Competition: Chuck Rubin

Mr. Rubin announced that there are 10 days until the 28th Instrumental Competition. We have 36 applicants this year, and the head judge has shared that this is a very talented group of

musicians. Mr. Rubin anticipates that the finalists will be named tomorrow, and invited everyone to attend.

Music Mobile™: Andrea Kelly

Ms. Kelly thanked members for volunteering for the assemblies. As the Pasadena Conservatory of Music identifies additional assemblies, she will be emailing the new dates requesting volunteers. She showed members the volunteer guide prepared by the Pasadena Conservatory of Music that will be distributed to all volunteers, and announced that they will be celebrating their 30th anniversary on December 31, 2013.

Youth Concert: Jill Fosselman

Ms. Fosselman thanked all Youth Concert volunteers for their support. There will be a wrap-up meeting to evaluate how the logistics of holding the back-to-back concerts went. If any volunteer has recommendations for how their station could be modified, please provide that input to her for inclusion in her report. She then shared a thank you note from one of the 4th graders who attended the concert.

Provisional: Stephani Tyler

Ms. Tyler introduced the "Key" who was absent at the last meeting, Coleen Ball, and asked all the other Keys in attendance to rise and introduce themselves. She reported that they have been busy with Music Mobile™, Youth Concert and three will be helping House Operations to get ready for Walk Thru.

Public Relations/Marketing: Chini Johnson-Taylor

Absent. Ms. Gotch reported that the Youth Concert had great coverage by *Pasadena Now*, an online publication, and the Provisionals and President press releases have been appearing in local publications. Additionally, Ms. Franks continues to update our *Facebook* page.

Publications: Undine Schwarz

Ms. Schwarz announced that all members should have received their November *Just in Showcase*. If anyone has not received their copy, please let her know.

Season Tickets: Linda Polwrek

Ms. Polwrek reported that all members who requested a concert are scheduled to attend at least one concert at Walt Disney Concert Hall. Most members were given their first or second choice, and the concerts are well underway. If you are scheduled to attend a concert and wish to order a refreshment during the intermission, please place your orders in advance and remit payment to Ms. Polwrek.

Treasurer: Jenny Chiang

Ms. Chiang reported that as of November 5, 2013, our Operating Account had a balance of \$176,738.96 and our Ticket Account had a balance of \$898,347.78.

Archivist/Historian: Joy Sullivan

Absent.

Associate Representatives: Vicki McCluggage & Charlotte Varner

Intermediate Representative: Marcia Kreditor

Ms. Varner reported that 55 members have responded that they will be attending the joint Associate/Intermediate reception on November 11, 2013, at the home of Julie Condon. They are looking forward to a large gathering and will be discussing the 50th anniversary of Showcase and participation opportunities.

Investment Fund: Fran Biles

Ms. Biles reported that the Investment Fund continues to grow.

Telephones: Debra Scott

Ms. Scott reported that the telephones are working.

Special Committees

50th Anniversary Book Committee: Fran Biles

Ms. Biles reported that the book is coming together beautifully. She shared cover designs that were considered and the final cover design, as well as sample spread pages about the Houses. She added that the inside cover pages are going to be fabulous. Ms. Biles then announced that pre-sales would begin at the Book Launch party on Saturday, and would continue until January.

Unfinished Business

Ms. Simmons, Patron Chair, requested that members send names of potential patrons to her.


New Business

Ms. Marksbury gave a brief update on the health status of Ms. Menik and asked members to drop her a line or try to arrange a time to visit.

Adjournment

There being no further new business, Mr. Rubin moved and Ms. Marksbury seconded that the meeting be adjourned. Motion carried and the meeting adjourned at 5:14 p.m.

Respectfully submitted,


Beverly Muench
Secretary 2013/2014


Date