



PASADENA
SHOWCASE
HOUSE
of the Arts

**Pasadena Showcase House for the Arts
General Meeting Minutes – Approved**

March 4, 2020

Call to Order

The General Membership Meeting of Pasadena Showcase House for the Arts, held on March 4, 2020 at The Shakespeare Club in Pasadena, California was called to order by Barbara Damerel, First Vice President at 9:15 A.M.

Dotty Ewing, Secretary, recorded the minutes, in both written and electronic formats.

Quorum

There were 38 voting Members present. In addition, 15 Associates and 7 Provisionals attended.

Approval of the Minutes

Ms. Ewing moved that the minutes of the February 5, 2020 General Meeting be approved. The motion was seconded and approved.

EXECUTIVE COMMITTEE REPORTS

President: Barbara Damerel on Behalf of Vikki Sung

First Vice President Barbara Damerel conducted the meeting.

1st Vice President: Barbara Damerel

Ms. Damerel moved the Board approved changes to the Bylaws, *Article VII, Board of Directors, Sections A through J* and *Article VIII, Duties of Officers, Section A*, as attached. The motion was seconded and passed.

Ms. Damerel also provided the Board-approved changes to the *Policies and Procedures Manual, Sections 18 and 19*, as attached.

2nd Vice President: Diane Hatfield on behalf of Jill Fosselman

Ms. Hatfield updated the Membership on remediation and renovation, ticket sales, the March 7th Hard Hat Tour, and the planned Saturday evening concerts, including guest and member pricing, restaurant menu additions, and reminded Members that Bret Parson, author of *Colcord: Home*, would be speaking at the March 11th Benefit Committee meeting about the architect of the 2020 Showcase House.

Ms. Hatfield also introduced Shops Co-chairs Ms. Andersen and Ms. Dundee, who confirmed 26 vendors for 2020 and introduced the seven new shops joining Showcase this year.

3rd Vice President (Finance): Undine Schwarz

No report.

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

Ms. Seyffert reported the Board had approved the 2020 allocation of the Gifts & Grants budget and distributed a list of recipients, attached. Ms. Seyffert also advised a reception is planned for Wednesday, April 29th at 2:00 P.M. at The House to formally announce and award this year's funds and thanked her committee members.

Ms. Damerel clarified Gifts & Grants Committee assignments: they are for a 2-year period and a member may transition to Associate status in the 2nd year.

Membership: Dotty Ewing on Behalf of Cathy Hilton

Ms. Ewing made three announcements provided by Ms. Hilton, who was called to jury duty: 1. the Benefit Committee survey would soon be available on the Showcase website so members could provide feedback on their preferred service on various committees in the 2020-21 Showcase year; 2. an annual dues notice will be sent shortly for early April payment. (Ms. Hofgaarden confirmed amounts of \$150 for the year with a \$50 penalty for payment after the deadline.); and 3. Members are encouraged to invite friends and colleagues to a new member reception which will be held in May at The House.

Secretary: Dotty Ewing

No report.

Advisor/Parliamentarian: Dana Marevich

Ms. Marevich moved that the Membership approve the Board-approved slate of Officers for the 2020-2021 Showcase year. The motion was seconded and approved.

Ms. Marevich also announced that nominations were open for "Standing Committee" membership (Gifts & Grants, Nominating, Membership, Policies and Procedures and Finance) were now open and encouraged self-nomination, noting that First Year Actives are eligible to serve on all standing committees except Nominating. Ms. Damerel advised that Associates may serve on the Membership and Gifts & Grants Committees

OFFICERS

Benefit Chair-Elect: Susie Aguirre

Ms. Aguirre reported she will have a substantive update at the next meeting.

Hospitality: Barbara Lyle

Ms. Lyle awarded seven door prizes, pulled from among tickets submitted by Members wearing their name badges.

April 22nd "Punch and Lunch"/"Tea and Tour" combined invitations would be sent soon. Ms. Damerel encouraged Members to RSVP.

PSHA Instrumental Competition: Susan Bermingham

Ms. Bermingham announced the nine winners of the PSHA 2020 Instrumental Competition and thanked Marti Farley and Members who volunteered on February 15th.

PSHA Music Mobile™: Barbara Lake

Ms. Lake advised that dates were still open for sign up for the Music Mobile: March 12th, 17th to 19th, 24th and 25th.

Ms. Lake also advised that this day, March 4th, is the last day to purchase Gift Certificates.

PSHA Youth Concert: Barbara Damerel on Behalf of Salpy Pontrelli

Ms. Damerel advised Members they will receive credit towards meeting their PSHA Membership music requirement for their service at the 2020 Youth Concert on March 25, 2020.

Provisionals: Annelise Dachel

Not present. Ms. Damerel asked Provisions to stand up and thanked them for their attendance.

Public Relations/Marketing: Michele Lembo

Ms. Lembo provided a briefing on the upcoming PR and advertising plans to support the Youth Concert, ticket sales and the Social Media Breakfast.

Publications: Christina Louie

Ms. Louie advised the ZOHO email systems has been repaired and all Members were now confirmed automatically. Ms. Damerel suggested if Members have not received notification of this yet, Members look in their spam files and allow Zoho access to their email box.

Season Tickets: Lynne Graves

No report.

Treasurer: Kathryn Hofgaarden

Ms. Hofgaarden's report is attached hereto.

HONORARY MEMBERS

Archivist/Historian: Lydia Rubin

No report

Website Liaison: Barbara Damerel on Behalf of Kaytie Watkins

Ms. Damerel reported that the new website is 95% complete and a launch date is imminent.

Associate Representatives: Eileen Reilly and Marybeth Rehman-Dittu

Ms. Rehman-Dittu reported on three issues: 1. Associates are asked to sign into this meeting and pick up their name badges, which are to be retained and worn for all Showcase events and meetings; 2. encourage the Associates to attend the "Sneak Peek" event will be March 7, 2020 at The House; and 3. thanked Ms. Dundee for her work on the Neighbor's Party and upcoming "Sneak Peek."

Investment Fund: Fran Biles

No report.

Committee for the Future: Marilyn Anderson

Ms. Andersen announced that a meeting of the Committee for the Future would be held on March 5th at the Shakespeare Villa.

Unfinished Business

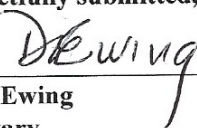
Ms. Moore made several announcements: 1. She encourage Members to sign up now for House shifts, prior to the March 9th calendar opening for CVOs to schedule their members; 2. Thursday 5:30-7:30 P.M. and Friday 5:30-9:30 P.M. evening shifts would be counted as half shifts (that is, two are required to complete a full shift requirement); and 3. Members cannot cancel shifts at the last minute, but must call Ms. Moore so she can make adjustments.

With regards to House shift buy-outs, Ms. Moore provided the following guidance: 1. Members cannot buy-out pre-staffing shifts; 2. Members are limited to buy-outs for just five shifts; business Members may buy out just three; 3. Buy-outs must be scheduled one week before the open date for The House (April 26th); 4. Members will not receive credit for buy-outs until a check for \$40 per shift is received; 5. Buy-outs are not available for Front Door, Manager Duty, Shop or Ticket Manager slots; 6. Members should check directly with Ms. Moore on any other issues or questions.

Adjournment

The meeting was adjourned at 10:10 A.M.

Respectfully submitted,



Dotty Ewing
Secretary