



PASADENA  
SHOWCASE  
HOUSE  
*for the Arts*

**PASADENA SHOWCASE HOUSE for the Arts**

General Meeting  
**Approved** Minutes  
November 8, 2023

**Call to Order**

The November 8, 2023, general membership meeting of the Pasadena Showcase House for the Arts was held at 350 E. Hermosa Dr., San Gabriel, CA 91776.

President Suzanne Hart called the meeting to order at 4:11pm.

**Quorum**

Statistics provided by Cindy Bengtson, Membership Chair:

<b>Attended 11/8/23</b>	(23 needed for quorum)
Active and Business	38

A quorum was in attendance for voting purposes.

**Approval of the Minutes**

A motion was made by Undine Schwarz to approve the Minutes of the October 11, 2023 General Meeting. The motion was seconded by Vikki Sung and unanimously approved.

**Reports**

**Executive Committee**

**President: Suzanne Hart**

- Welcome and thank you for being here.

**1st Vice President: Matt McIntyre**

Absent

- No report

**2nd Vice President (Benefit): Dotty Ewing**

- Thank you for coming and thank you for serving. We will get into more details during the Benefit Meeting.
- We have a house for 2024. It was done in 1975 and 1996 as well. It is named the Potter Daniels Manor.

### **3rd Vice President (Finance): Undine Schwartz**

- Went over the reimbursement form. Samples were provided on each table. There is a fillable PDF on the website. A third-party receipt must be attached to all reimbursement requests.
- The Benefit Chair and/or the President must sign for all self-reimbursements.
- The Board approved the budget.
- If there is a new vendor, we have to have a W-9 from them.

### **4th Vice President (Gifts & Grants): Lisa Loeffler**

- We will be giving out \$1 million dollars including \$580,000 specifically to the Gifts & Grants applications.
- Applications are still open until November 30.

### **Membership: Cindy Bengtson**

- The total membership is 238 people.
- We had a Fall Fete party this weekend that was wonderful.
- Please sign the Conflict of Interest form if you have not yet, and give it to Barbara Lyle. She explained why they are important.
- If you have not received your new name badge, please come get it.

### **Secretary: Charlotte Lacey**

- No report.

### **Advisor/Parliamentarian: Vikki Sung**

- No report.

### **Officers**

#### **Hospitality: Shari Domenghini**

- The Holiday Party will be at the San Gabriel Country Club on December 17 at 6pm.

#### **Instrumental Competition: Colleen Robertson**

- This is the 37th Instrumental Competition. We are trying to expand our reach. The event used to be for college students but is now for high school students, 14-19 years old, to apply.
- We have flyers donated by Wende Lee, if you would like to take one.
- The event is on March 3 at the Pasadena Conservatory of Music.
- Applications will be open next week. They will close on January 15 at 8pm.

#### **Music Mobile™: Marsha Seyffert**

- No report.

**Youth Concert: Stephanie Johnson**

- The LA Phil has closed the application process for the schools to sign up. They will be going through those applications.
- The event is Swan Lake Revisited on February 27.
- All volunteers will need to complete a background check

**Provisionals: Ani Manjikian**

- If provisionals would like to sit on any committee, let her know. We have 19 provisionals and 3 potential provisionals waiting to be approved by the Board.

**Public Relations/Marketing: Danielle Takata-Herring**

- Had a great PR Committee meeting last week and talked about strategy. They created a two-page ad that will be in Outlook's charity issue.
- The House announcement press release will go out tomorrow.

**Publications: Cathy Hilton**

- Our website will be updated tomorrow with the house information tomorrow.
- Pay attention to the members' side of the website, including the calendar, a link to buy gift certificates, and more.
- If you did not get your roster, please pick it up. They will be mailed to Associates.

**Season Tickets: Lani Moore**

Absent

- We have been given complimentary tickets to two sponsored concerts at the Walt Disney Concert Hall on January 20 and 27. Check your email for a response survey to let us know if you would like to claim tickets. They are first come first serve.

**Treasurer: Jenny Chiang**

- Some checks are delayed due to missing signatures on the request form.
- The US Bank account balances as of November 8, 2023, are:

	Balance as of 11/8/2023
Tickets Account	\$186,309.83
Operating Account	\$305,633.24
Savings Account	\$1,006,134.77
TOTAL	\$1,498,077.84

**Honorary Members**

**Archivist/Historian: Debra Qurtman**

- No report

**Associate Representatives: Erin Dundee and Marybeth Rehman-Dittu**

- 30 Associates and family friends attended the Off to the Races kick-off event.
- They are planning January and February events.

**Unfinished Business**

- None

**New Business**

- None

**Adjournment**

Adjourned at 4:50pm.

*Charlotte Lacey*

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**Submitted By**  
**Charlotte Lacey, Secretary**