

Symphony Guild of Charlotte, Inc.

Minutes Board Meeting January 15, 2019

Attending: Robin Cochren, Linda Weisbruch, Richard McKnight, Susan Vadnais, Joan Foley, Linda Borders, Ann Guild, Tammy Matula, Debbie Abels, Cookie Parnell, Mike Rutledge, Carol Follmer

President Mike Rutledge called the meeting to order at 6:00 pm at First Christian Church, Charlotte, NC. Cooke Parnell moved to accept the minutes of the Board meeting on November 27, 2018, and Linda Weisbruch seconded the motion. The minutes were approved.

TREASURER'S REPORT – Tammy Matula Asst. Treasurer

- The November financial results showed revenue in payments by members attending the Holiday Party, a gift of \$350 to help offset Holiday Party expenses, and an unrestricted gift of \$1,000 by Susan and Paul Vadnais. Expenses for the Holiday Party will be recorded in December and January.
- Two new members joined the Guild: Jin Wang, a new Parent member, and Robin Hall Fedderson as a Patron Couple.
- Expenses showed a modest loss, and January will probably show a similar modest loss.
- Tour revenues should begin to flow in during late February and March.
- Earnings in November brought results for the first seven months of the year to earnings of \$3,578.
- The check account balance at Wells Fargo is \$45,176, the Enrichment Endowment account balance at Wells Fargo is \$14,452, including approximately \$7,000 in earnings available for use to fund unbudgeted education projects.
- At the end of December the Endowment account at Vanguard totaled \$40,560, and the Vanguard Reserve account totaled \$33,663.
- At the end of December our Restricted Funds totaled \$57,021, and Total equity was \$133,853.

Richard McKnight moved to accept the Treasurer's Report, and Debbie Abels seconded the motion. The report was approved.

MEMBERSHIP – Debbie Abels, VP Membership

- Debbie reported 3 new members last month.
- The Winter Luncheon meeting will take place at Bonterra Restaurant on Feb. 19, priced at \$25 per person with wine by the glass at \$5. Speakers will have a microphone to enable all members to hear. All VP's will speak very briefly, and the House Tour committee will speak. The committee will also go to members' tables to sign up volunteers. The bill for valet parking, which is important in this area now, will be about \$75.
- The Mah Jongg party will take place at Sharon Towers on Thursday, February 28 for \$30 per person with coffee, snacks, and lunch served. Attendees will park at Sharon Presbyterian Church across the street from Sharon Towers, and a shuttle bus will drive them to the door of Sharon Towers. Sharon Lacy is chairing the party with Marlene Parmele receiving RSVP's.
- The Membership Committee will obtain volunteers for the Heart of the Home Tour. The number of volunteers will be assessed after the winter meeting, and members not volunteering yet will be called. We expect designers, contractors, and architects to send people to the houses to assist volunteers.
- The Membership Committee is working on a set of recommendations to help focus engagement in the Guild. The Committee met with the CSO to redefine the volunteer opportunities, and details will be worked out.
- A new Membership brochure will be designed, and it will be available at houses on the home tour.
- The Committee is proposing a re-definition of the membership categories. They will work on redefining the Patron category and the responsibilities of Patron members. Patrons are currently exempt from volunteering. A

“Benefits Package” for Patrons will be substituted, and Patrons may not be exempt from volunteering. The committee will do a small survey of Guild Patron members to find out why they became patrons.

- The Guild website does not clearly state the financial commitment of Active members, and that has to be clarified.
- Should the expectations for members be stated in the new brochure? The Committee will evaluate if it is worthwhile to have a ticket purchase requirement for members with the expectation of having to pursue some members to fulfill their commitment.
- Debbie made a recommendation to raise the CSYO parent dues to \$35, which is equal to the under-age 35 dues. The recommendation was approved. The change to Parent Membership, where it is combined with Regular Membership, will be contingent on resolution of the ticket purchase requirement in a way where both groups are treated the same. Right now, parents are exempt from ticket purchase, but regular members are not.
- The Committee will meet again with the CSO to create another communication to all members about volunteering with the CSO.
- The Committee is working on a volunteer recognition program to recognize members who have put in a larger amount of time on Guild work.
- Membership is looking at a quick, very short, easy communication, maybe monthly or more often, to be sent to members. They are also looking at informal social, like meeting at a coffee shop or a restaurant, etc.

MANAGEMENT AND PLANNING – Mike Rutledge reported for Elizabeth Stewart, VP of M and P

- Larry Bennett and Elizabeth added shelving to the storage unit to better accommodate storage of the Petting Zoo instruments.

EDUCATION – Linda Weisbruch, VP Education

- We lost our storage space at ImaginOn for part of the Petting Zoo instruments. The instruments were moved to the storage unit.
- The CSYO had its first concert, and Christopher Warren Green conducted one piece with the senior orchestra.
- CSO musicians filled in the spots that were missing players.
- A Sign UP Genius will be set up for the spots to help the CSYO; parents and Guild members can sign up.
- The PZ appeared at ImaginOn on Saturday January 12. Because there was a CSYO concert, there were only 6 volunteers, all Guild members. The next ImaginOn appearance is in April. There are also 2 Family Concerts.

FUNDRAISING – Robin Cochran, Linda Weisbruch reporting on the Heart of the Home Tour

- The tour is no longer a “Kitchen” tour. The new focus is on “Entertaining Spaces.” A new logo has been designed. We have 5 houses committed: Montibello (Jeanine deVaney, designer), Westfield Ave. (Emily Bourgeois designer), St John Lane (Tom Holly, designer), Hempstead Place (Roby, contractor), Vail Ave. (Simonini townhouse).
- The Taste of the Tour party is on March 14 at Ferguson’s from 6 to 9.
- Anne McKnight is doing the spreadsheet of auction items for the party.
- The committee is contacting chefs and beverage providers.
- Times of the tour are Friday, March 22 6 to 9; Saturday, March 23 10 to 4
- Simonini wants to toast the Guild after the tour at a reception for volunteers at the townhouse.
- Chairmen’s Circle letters have been sent. Robin is working on sponsors for the party.
- Victoria Smith, who was heading the marketing and was also a liaison between the Guild and Beth Walker has resigned.

CSO – Mike Rutledge for Katie Sutton

- The end of the year challenge grant went very well and brought in a lot of money.

## LAO – Mike Rutledge

- Some Guild members are going to Nashville to accept the Gold Award won for the Bring Your Own Chili Bowl party and meeting.

## OLD BUSINESS

- Mike brought up the Guild phone. The old phone is a flip phone that doesn't hold a charge and has no voice mail indicator. He asked if it's important that the Guild have a phone. The Guild receives approximately 2 calls per month, and Victoria does not check the phone every day for messages. Because she is a part time employee, we cannot expect her to check it each day and respond immediately to calls. Elizabeth Stewart has suggested that the Guild purchase a new flip phone that gets texts at a rate of about \$10 per month for texting capability. The Guild could try removing the Guild phone number from its printed material and just list the email address.
- Richard McKnight suggested that we get a good cheap service like Spectrum, which has a generous allocation. It would be cheaper than what we currently pay, and calls could be forwarded to another phone. He will talk to Elizabeth Stewart about the options. Some Board members felt that because we are a business, we need a phone.
- The Nominating Committee headed by Linda Borders, is beginning its work and will encourage members of the Board to stay in their current positions. The committee members are: Linda Borders, Ellen Caldwell, Peggy Dreher, Cookie Parnell, and Barbara Mobley.

## NEW BUSINESS

- Carol Follmer brought up the topic of the extreme crowding of the current storage unit. Moving one set of Petting Zoo instruments into the unit created a situation where it is impossible to access the rest of the unit without moving all instruments, including some large and heavy items, out of the unit into the hallway. Carol suggested that Education could consider applying for an Enrichment Endowment grant to fund the rental of an additional small storage unit to store the instruments.
- The issue was discussed, and Linda Weisbruch will contact the Endowment committee headed by Sharon Lacy to apply for a grant for rental of another unit. The deadline for applications has passed, but there is a lot of money available for grants, and it is hoped that the committee will consider the funding.

Richard McKnight moved that the meeting be adjourned, Linda Wiesbruch seconded the motion, and the motion was approved. The meeting was adjourned at 7:15 pm.

Respectfully submitted,

Carol Follmer

## ADDENDUM TO THE BOARD MEETING

- On Friday, January 25, 2019, President Mike Rutledge submitted the following statement to the full Board:

*“Our next Board Meeting will be in March. The Membership Committee is developing some exciting changes to our membership requirements that will require a vote from us. The by-laws don't specify that an electronic vote is an acceptable form of voting, but in lieu of calling a special meeting, I can ask the Board to allow "action without a meeting.”*

*Please respond to me (no need to reply all) that you approve taking an electronic vote for the recommendation that Membership will be providing.”*

- On February 1, 2019 Mike Rutledge submitted the following statement to Carol Follmer for inclusion in the minutes:

*“The SGC voted unanimously to allow "Action Without Meeting" as described in Article III, Section 15 of our bylaws. I have recorded written "yes" responses from the entire Board (Carol Follmer, Susan Carr, Tammie Matula, Linda Weisbruch, Robin Cochran, Elizabeth Stewart, Debbie Abels, Linda Borders, Joan Foley, Ann Guild, Cookie Parnell, Betty Seifert, Richard McKnight, Wendy Smolen, Ellen Caldwell, & Susan Vadnais) and we will proceed with an electronic vote once a recommendation has been provided to me.”*

Respectfully submitted,  
Carol Follmer