

**ATOS MID-YEAR COMMITTEE/TASK FORCE/OFFICER ACTIVITY REPORT FORM (2016)**

Name of Activity: President's Report  
(Please fill out separate form for each activity.)

Committee Chair/Officer Name: Ken Double

Date of Report: 2/5/16

**1. Actions completed since the 2015 Annual Meeting: (Please bullet actions completed.)**

- Weekly "FDR" meetings with Michael Fellenzer, Mark Renwick on general topics of activity
- Meetings monthly, initially with Mike Hutcherson and Norma Smith, later just Norma, for updates on transition regarding the treasurer functions, and the transfer to Jitasa
- July, August, September, November chapter officer webinars – will resume in Feb, every other month
- New Installation activities, visits, presentations: Dennis Unks (Oct); Shea's Buffalo Th (Oct); Balboa Theatre (Oct); Charlotte, Carolina Th (Jan); Lodi, CA (car museum)
- Ongoing installation activities/updates: Saenger Th; Loew's Kings; Tivoli Th (Chattanooga – new mgmt. team in place); Lucas Th (Savannah GA)
- Developed a 12-page power point presentation for Carolina Theatre on the value of installing a TPO in the theatre restoration; with minor edits this presentation can be used for any project[ scheduled for similar presentation to Savannah Rotary - \$300k donation request for installing original Wurlitzer back in the theatre
- Attended what was called the Garver Road Summit in Indianapolis to discuss forward progress on Retreat concepts (Nov)
- Chapter visits: Great Lakes (Minneapolis); Central Indiana; LATOS; San Diego; Tampa; Manasota; WRTOS; Metrolina; Dairyland; Motor City;
- Ongoing meetings with Mark Renwick on transfer to Jitasa; interviews with prospective CA attorneys; meetings with Mark, Bob Maney and Michael Davis on candidates for the Ops Mgr post; ongoing updates on insurance matters, including D and O coverage
- Fund raising meetings and trips to CA (twice); Florida; Indiana; Wisconsin; NY; Pennsylvania
- Have grown the fundraising potential donors list to 48 via recommendations from board and others; scanning ATOS donors list for those donating \$1000+; personal introduction from ATOS individuals
- Develop the fund raising video script for potential capital campaign (see Fund Raising report)
- Ongoing contact with Fundraising Committee to alert them to upcoming stronger effort, and announcement of major campaign
- Ongoing discussions with Atl Fox management re: establishing, developing and executing a fund to Endow the Bench – a concept that could be carried to any major theatre using their pipe organ. Tony Conte, Shea's Buffalo, intrigued and interested in the concept which could land them a top level player as House Organist
- Ongoing involvement with the Step Up Your Playing program (see separate report)
- Countless interactions, responses, recommendations to individual ATOS members via emails forwarded to me by Donna Parker via the ATOS email system, including some things as simple as confirming the process for renewing membership to as complex as organizing experts to visit a New Jersey site with two pipe organs in the one location being developed as an entertainment center; to offering advice to an individual involved with a party in the SF Bay area with an interest in the former Paramount Music Palace organ. These are an almost daily or certainly every-other-day occurrence, and again, can sometimes be a single, simple email or an extensive ongoing trail of messages and exchange of information

**2. Actions begun but incomplete since the 2015 Annual Meeting: (Please bullet actions begun.)**

- Travel: to the University of Oklahoma, archives update (Feb 15-16)
- Cleveland (date TBA) and Tampa (Tampa Mar 12-13) for convention activity update, site surveys
- Seattle, Spokane, Portland (in mid-May) for two concerts and one chapter meeting, and several fundraising meetings, and general chapter meetings
- Ft. Lauderdale and Miami (mid-March after Tampa) – fundraising, plus convention mtgs with Mike Kinerk

- Houston ( late April) – visit upgraded HCC college Wurlitzer installation, plus fundraising
- Dallas (same week as Houston) – local chapter program and fundraising
- Phoenix (time TBA) – fundraising and overdue chapter visit
- LA (time TBA) – fundraising and specific meeting with newest major donor
- New Orleans (early Apr) – update on Saenger fundraising effort for restoration of RM organ
- Non-travel items, complete FR video (see report);

**3. Goals to be reached by the 2016 Annual Meeting: (Please bullet goals.)**

- Visit and interact with as many chapters as possible (see travel above)
- Explore more opportunities to work with theatre management to get more organs playing
- Expand potential donor list
- Have FR video ready for board review and eventual presentation at the convention
- Begin work with FR committee to prepare documents for FR print materials
- Begin budget preparations with Lee Lanier, Jitasa reps and committee chairs and staff (early March start)
- Complete two major gifts to assist with the budget deficit
- Work with Mark Renwick, Bob Maney, Michael Davis on Ops Mgr selection
- Starting 2/15, provide board with twice-monthly reports (see attachment below)

**4. Amount budgeted for your committee: \_\$ 15,300**

Amount expended by your committee: \_\_\_\_\_

**5. Comments: (Any bulleted special notations, problems, or suggestions should be included here.)**

Aware of communications issues that have been raised, please see the report below that will be provided to the Board twice monthly, with details on all activities.

**BI-MONTHLY REPORT FORM**  
**Office of the President/CE**

**Date: 2/15/16**

**FUNDRAISING**

**CHAPTER INITIATIVES**

**MEMBERSHIP INITIATIVES**

**THEATRE INTERACTION**

**SPECIAL PROJECTS**

**OTHER**

**6. Please provide a three-bullet summary of your committee/task force/officer activities since the 2014 Annual Meeting. These will be included in the minutes of the mid year meeting.**

