

Minutes of the ATOS Virtual Board Meeting
Tuesday, May 5, 2015
9:00 p.m. E.D.T.

1. Chairman of the Board Bob Dilworth called the meeting to order at 9:03 p.m. E.D.T.

2. Secretary Bob Evans called the roll:

Officers Present: Bob Dilworth-Chairman of the Board, Bill Coale-Vice Chairman of the Board, Bob Evans-Secretary, Mike Hutcherson-Treasurer. **Board Members Present:** Denise Anderson, Jelani Eddington, Michael Fellenzer, John Ledwon, Dan Minervini, Jack Moelmann, Don Phipps, Donnie Rankin. **Board Member Absent:** Carlton Smith. **Staff Present:** Ken Double-ATOS President/CE, Mike Bryant-Co Editor *Theatre Organ* and Parliamentarian, Don Feely-Co Editor *Theatre Organ*, Greg Bellamy-IT Coordinator, Mark Renwick-Chair Finance Committee.

3. The minutes of the April 7, 2015 meeting were tabled subject to revision. (They have since been revised and will be considered at the June 17 ATOS Virtual Board Meeting.)

Standing Business:

4. Officer Reports:

- Chairman of the Board (Dilworth)-Nothing to report.
- Vice Chairman (Coale) -Will visit Northeast to participate in chapter census and contact.
- Secretary (Evans)-Will also participate in chapter census and contact.
- Treasurer (Hutcherson) (See Statement of Financial Position attached)
 - Donations are \$52,000 over same time last year.
 - Membership contributions are up.
 - Mike asked if there were any changes in programming for next year. Task forces/committees will be contacted with last year's budget figures. Chairs will be given a proposed budget figure for next year.
 - One week prior to the June Virtual Board Meeting a line item budget will be sent out to the Board for discussion and approval at the June meeting. Proposed budget figures will be based on historical figures for projects, etc.

5. Staff, Committee and Task Force Reports:

- Membership Secretary (Parker): See report attached.
 - Denise Andersen noted that the membership numbers seem to be slowly decreasing.
- President/CE (Double):
 - California Non-Profit Attorney (See attached report.)
 - Full Charge Bookkeeper (See attached report.)
 - Possible use of Stringfellow Services (See attached report)
 - Ken noted that telephone conferences with chapter leaders would begin shortly after the ATOS Annual Convention.
- Convention Planning Coordinator (Kinerk):

Motion: (Moelmann, Andersen): To accept the following two motions:

**To approve request of 2017 CFTOS Annual Convention bid and as Chairman, Cliff Schaffer.
To approve request of 2018 LATOS Annual Convention bid and as Chairman, Mark Herman.
(Carried: Unanimous)**

- IT Manager (Bellamy):
 - Web site re-design is making good progress. The target is to have a new home page up before the convention.
 - Greg is meeting with Ken Double tomorrow (May 6, 2015) for an overview of the web site.
 - E-Mail lists: The problem seems not to be with the system itself. E-mail accounts need to be registered with the site in order to post. Multiple accounts can be included. Greg has found no major problems with the system.
 - We need to think about how convention web sites can be more integrated into the ATOS web site.
 - Denise Andersen pointed out that the Summer Youth Adventure and the ATOS Technical Experience are not listed on the web site. Also, winners of the Young Organist Competition are not listed on the site.
- Retreat Forward Task Force (Coale):
 - Nothing for Board action
- DVD Instructional Initiative (Phipps):
 - Don reports that the DVD team participated in a telephone conference with Carlton Smith. Richard Neidich (videographer) will meet with Carlton to arrange finishing up necessary video for the project.
 - Clark Wilson has expressed interest in participating in a multi-volume DVD entry about troubleshooting and the care and maintenance of theatre pipe organs.

6. New Business:

- **Motion: (Moelmann, Evans) To change ATOS Policy in paragraph 6c.i to read as shown below and the policy be effective immediately.**
- **Discussion:**
 - One Board member suggested a specific deadline of 60 days and the removal of “end of fiscal year”. (Carried: Unanimous)

Amended Motion:

No reimbursement of any expense shall be made unless a true and correct copy of a receipt documenting the expense is furnished to the Treasurer within 60 days of the date of the receipt. Reimbursement for accumulated expenses documented by receipts incurred as part of an event, e.g. convention, Board of Directors Meeting, project, etc., must be furnished to the Treasurer within 60 days of the end of the event. (Carried: Unanimous)

Motion: (Ledwon, Evans) To fund up to \$1000 to cover the costs of bringing a chaperone and YTOC winner to San Diego to participate in the Spreckels Organ Society’s “Rising Stars” youth concert on July 20. (Carried): One Abstention-Dan Minervini

- **Discussion:**
 - One Board member pointed out that this might be a “selling point” for sponsorships in the Young Theatre Organist Competition.
 - Another member asked how a “runner-up” would be chosen, as we do not designate any position other than the overall winner of the competition.

- John Ledwon (YTOC Chair) noted that the three finalists might have to be ranked.

7. Good of the Order:

- Bob Dilworth noted the following convention numbers (as of today):
 - Convention: 409
 - Overture: 340
 - Wanamaker's (Macy's) 351 (Sold Out)
 - Banquet: 297
 - Encore: 366

The meeting was adjourned at 10:04 E.D.T.

/s/ Bob Evans, Secretary

Please Note: The meeting was conducted using *Robert's Rules of Order, Newly Revised*. Mike Bryant, Parliamentarian.