

National Board Meeting Summary October 2019

The Handbell Musicians of America National Board held its fall meeting in Cincinnati, Ohio on October 24-26, 2019. Members present were President P.L. Grove; President-Elect Jill Fedon; and Members-at-Large Bill Mathis, Linda Minnotte, Derek Nance, Jennifer Vangolen and Kyle Webber. Also present were Executive Director Jennifer Cauhorn and Board Secretary Karen Eggert. As is standard practice, the Handbell Musicians of America mission, values, and vision statements were read at the commencement of the meeting, and the minutes of the previous conference call meeting were approved.

The Board submitted conflict of interest forms for the upcoming year to President-Elect Fedon.

The following items were presented and discussed as part of the Executive Director's Consent Agenda:

Membership

The Executive Director gave an update on the membership transition plan, stating that all memberships have now transitioned to an expiration date of March 31. Payment reminders will be sent based on the member's choice in November, January or March.

Marketing Committee

A new Marketing Committee has been formed to identify a variety of potential income sources for potential implementation in 2020-2022. The committee has begun working on a multi-pronged approach and will continue meeting to develop these ideas over the coming year.

Fundraising

The year-end annual fundraising campaign will be focused around Giving Tuesday, and staff has begun working on this project. Future fundraising projects include follow-up with the Sustaining Partnership program, organization of the Legacy Society program, and working with the Development Committee to organize future silent auctions at National Seminar.

Events and Programs

The Executive Director gave a status update on 2020 events, including National Seminar (and the accompanying Master Class and Distinctly Teen events); Distinctly Bronze and Reaching for Bronze; the College Ring-In; and the Certification Program. In addition, she gave an update on the organization's staffing, finances and web site (including a planned home page redesign).

Investment Report

The Board received an investment report from Commonwealth Brokerage Services investment advisor Toby Nutt.

Monitoring

The Board received the Executive Limitations document, some web analytics, and the FY20 budget from the Executive Director. The Board and the Executive Director discussed possible cost-cutting measures, as well as ways to increase cash flow. The Board commended the Executive Director on her continued efforts to trim operating costs.

The Board approved a motion discontinuing a previously offered employee pension match, at a cost savings of approximately \$6,000. This was deemed prudent since only one employee was currently taking advantage of the match. The Board also approved a motion to take the annual or quarterly dividends and interest earnings (upon recommendation from the investment advisor) from the Heritage Fund to assist with current financial obligations. The principal would not be touched. This motion was later revised (via conference call) as follows: an annual distribution shall be taken from the Heritage Fund, calculated based on 3.5% of the previous eight quarters average market valuation to assist with Handbell Musician of America's financial obligations.

National Bylaws Review and Approval

At the Spring 2019 meeting, the Board suggested revisions to the National Bylaws. P.L. Grove shared the final version of the proposed revisions based on discussions at the spring meeting, discussions with the Area leaders at National Seminar, and proposals made during a review by an attorney. A motion to approve the proposed changes was passed. The changes will be placed on the 2020 election ballot, and a summary of the proposed changes will be included in the Overtones.

The following items were discussed as part of the perpetual agenda:

Member Linkages

The Board discussed linkages with the HIC and the Areas. Due to financial limitations, the Board decided not to send representatives to Area conferences in 2020; Board members who plan to attend Area events anyway can represent the Board, as well as the RMCs.

Executive Session

The Board held two Executive Sessions to plan a scheduled conference call with a consultant and to discuss the Executive Director's FY19 performance review.

Committee Updates and Other Reports

Jennifer Vangolen reported that the Nominations Committee has completed its work, nominations have closed, and she presented the candidates to the Board. Upon discussion and motion, the candidate slate was approved for the 2020 ballot.

Derek Nance reported that the Development Committee has a meeting scheduled in a few days. They will be discussing the National Seminar silent auction, updating the annual fundraising slogan, Giving Tuesday, and organization of the Legacy Society.

Jill Fedon reported that the deadline to receive Honorary Life nominations has been postponed by one month, to December 1.

The 2020 International Handbell Symposium was discussed. Given the political situation in Hong Kong and HMA's finances, the Board decided to forego Jenny Cauhorn's attendance at the event and delay the music commission to 2022. We will still register a conductor, and will determine later if P.L. will attend.

Consultant Conference Call

The Board held a conference call with consultant Matt Dooley, who will assist with organization sustainability and wellness. Matt spent this first call gaining information on Handbells Musicians of America and making some initial suggestions. A future consultant conference call was scheduled for November.

New Business

The Executive Director stated that the charitable organization registration process in some states requires that Handbell Musicians of America have an official treasurer. A motion to appoint Shelly Horn as the treasurer of the American Guild of Handbell Ringers, Inc. (and thereby authorized to sign and file documents and reports required by state entities) was approved.

Future Meetings

Future meetings of the Board in 2019 and 2020 will be via conference call on November 22, 2019 at 4 p.m. Eastern time; and on January 13, February 10, April 20, May 11, June 15, August 17, and September 21, 2020 at 5:30 p.m. Eastern time. The Board will hold its biannual meeting in the spring on March 19-21, 2020 in either Cincinnati or Pittsburgh. No further quarterly chats have been scheduled at this time.