

Village Ringers □ **Minutes of the Administrative Board Meeting**

Monday, January 8, 2019; 3:00 pm □ 1629 Oak Forest Drive, The Villages, Florida □

Members Attending

Bonnie Fisher, Amy Cornwall-Robinson, John Higbee, Ron Drozd, Emily Spann

Call to Order

Bonnie Fisher called the meeting to order at 3:00 pm.

Changes to the Agenda

After Bonnie distributed paper copies of the agenda to each of the board members, the meeting agenda was approved.

Approval of the Minutes

Emily Spann, Secretary distributed printed copies of the previous meeting minutes to each of the board members. After review of the minutes, Bonnie asked John for clarification about the cost of printing the Village Ringers Christmas Concert program. John explained that the cost of the printer ink was very nominal (approximately \$10.00), and the paper costs were approximately \$25.00. John estimated that the cost for printing 350 copies of the program was \$40.00. The board members expressed their sincere thanks to John for his willingness to do the program printing.

Amy made a motion to approve the minutes as distributed and Ron seconded the motion. The minutes of the meeting will be filed.

Reports

I. Treasurer's Report:

Amy Cornwall-Robinson, Treasurer, explained to the board that the Village Ringers organization is now "In the Black" and all debts are paid. Amy distributed copies of the Treasurer's report to all board members. The report indicated that \$3720.00 was the amount received by the Village Ringers for the Christmas concert, before any fees. Thirty-two (32) tickets were sold online through the Villages Entertainment and 210 tickets were sold at the Villages Entertainment window.

Several members of the board questioned whether the door tickets were accounted for as 22 tickets were sold at the door. Bonnie will meet with the Village Entertainment to find out about the money for those tickets sold at the door. Bonnie said that the Village Entertainment did not keep the money for tickets sold at the door.

Amy explained to the board that the total Village Ringers expenses for the Christmas concerts were \$2094.62 and the final amount received from the Christmas concert was \$1844.62. After

paying all debts, including paying off the fifth handbell octave, the Village Ringers organization currently has remaining funds of \$786.78.

Bonnie gave Amy an envelope with a check from the Villages Entertainment for refund of \$150.00 (refund for concert security deposit).

□III. **President's Report**

(1) Bonnie asked for the board members impressions and feedback from the Christmas Concerts.

John said that he felt most people did not know what to expect of a bell concert. Overall, John said that the reaction he heard often was: "Wow! More of this is needed!"

Ron Drozd told the board that he was so impressed that after the concert attendees wanted to hold the bells and ask questions regarding the handbells. Ron further stated that the people who sat next to him at the concert were amazed at the talent of the ringers and liked the fact that the bell ringers moved around.

John also indicated to board members that moving the bell ringers to different positions, including narrations, seemed to break up the routine aspect of a concert.

Bonnie explained that the Laurel Manor Recreation Center will be larger for our next concert and there will be the potential for more ticket money in 2019.

Bonnie said that there are three pieces for the Spring concert that could be danceable. Ron Drozd and his wife may be willing to dance the Waltz or find someone who could dance the waltz and/or Irish jig.

Ron said he heard no comments that the Christmas concert was either too short or too long. Both Ron and John felt that the choreography was not as professional, but did get laughs from the audience. Bonnie reassured board members that choreography will not be used in future concerts.

Bonnie Fisher told the board that four (4) new Village Ringer applications to audition were received from people who attended the concert.

Bonnie asked board members whether the bell ringers could be seen well at the Seabreeze concert. John and Ron indicated that all ringers could be seen well.

(2) Bonnie then asked the board members for feedback regarding The Sharon concerts. Amy said that she was disappointed that not all of the ringers were able to attend the concert, but Bonnie said that some of the members were not made aware of these concerts early enough and already had previous events scheduled.

Bonnie explained that Gary Powell, director of entertainment and director of the Black Box Theater (Tierra del Sol) told her that the Sharon ushers had trouble getting people to go to their seats the The Christmas Carol Pre-Event after the handbells finished playing.

(3) Bonnie asked the members to discuss Village Ringers Rehearsal Attendance. Emily provided a printed copy of all member attendance from Sept. through Dec. 2018. Several of the members had missed more than two (2) absences. The board discussed having no more than 2 absences, unless discussion prior with Bonnie. Ron wanted to know how hard we should be about the two (2) absences. The board discussed this two-absence limit and decided to leave the language as “excessive absences” (more than two absences) as currently in the By Laws.

(4) Bonnie asked the board about the procedure for New Village Ringer Auditions. Current ByLaws indicate that all members must have an annual audition. Bonnie mentioned that in order to ensure that the Village Ringers have the best possible ringers, she and other bell ringer members had expressed wishes that every member should audition each year. Bonnie suggested having informal auditions in late April or early May.

Amy suggested that Bonnie have someone else direct the ringers while Bonnie conducted an informal audition. Amy suggested that Gary Powell be a part of the audition and the board members agreed. The board members suggested keeping the ByLaws the same and all members audition yearly.

(5) Bonnie requested that the board members discuss the By Laws changes needed. Bonnie indicated that the current Fiscal year is March to April.

John suggested to the board that dues could be paid at the beginning of the concert cycle. Bonnie explained that swing ringers pay dues, but substitute ringers do not pay dues. John suggested that if a ringer intends to play in the Christmas concert, the fee would be \$25.00, and then if the ringers intend to play in the Spring concert, the fee would be an additional \$25.00. This would be a possible yearly fee amount of \$50.00, to take care of the cost of the music.

Ron asked what the procedure should be if a Village Ringer only wants to participate in one concert. Bonnie explained that she really doesn't want to have more than one audition. However, board members discussed whether the Village Ringer Member could re-enter as a sub or swing ringer. Bonnie explained that she doesn't want to encourage people dropping out of one concert. Board members discussed putting the handbell ringer in the swing ringer position.

John suggested this would necessitate a BYLaw change. Bonnie will rewrite and send to all board members.

Bonnie's mentioned that her ideal informal audition would be with Gary Powell during a normal practice, rather than a formal audition. John suggested having two auditions. Bonnie suggested having one on the weekday and one on the weekend. All board members agreed that we need to provide plenty of notice to get the word out about the auditions.

Article IV, Item 1: Annual meeting of the Administrative Board in March

John suggested having quarterly meetings, because cash will be taken in twice a year. John suggested that any two board members could request a meeting; however, caution should be urged so the board could be flexible on actual annual meeting dates.

Board members agreed that meetings of the board should be semi-annual or at the request of any two board members. Bonnie will send the suggested new language of the ByLaws via email to board members.

(6) Bonnie asked for feedback regarding the Elan facility.

John told the board that he thought that the show at the Elan facility was top notch! He felt that the coverage by the Daily Sun for the Dec. article was exceptional!

(7) Bonnie asked for input regarding Christmas/Spring Concert 2019 Dates.

Looking at the calendar, board members asked Bonnie to see if these dates could be available:

Christmas Concert: Saturday (same date as before)

Spring Concert 2020 (mid April) Location to be determined.

The board members suggested that Bonnie check with different regional Recreation Centers that have a stage with piano.

(8) Bonnie asked board members if they agree to be on the Admin Board another year. All board members agreed to be on the board another year.

(9) Bonnie asked the board if board meetings should be open for bell ringers to attend.

John suggested letting members know when the board meeting and agenda will be and if they want to attend, they could attend. Executive session would be held if a personnel issue is to be conducted.

(10) Bonnie asked the board if we need to insure our current assets.

John said the bigger issue is what are we doing to guard the assets. He explained that the board needs to guard the exposure of the assets.

Bonnie asked John if he would obtain several quotes on insurance (to include the bells, foams, tables, etc.). John asked if we should insure for Damage or replacement of materials only. After discussion, John agreed to obtain quotes for both and will provide feedback to board members.

(11). Bonnie explained to the board that Emily had mentioned whether having a prayer before a Village Ringer performance was the best thing to do. After discussion, Bonnie suggested that she, Amy and Emily will decide on some type of ritual to be held before performances.

Old Business

(1) Bonnie told the board members that Domain names VillageRingers.com and VillageRingers.org have been secured, but she wondered whether a Website should be secured.

John volunteered to develop the website and maintain it. However, he explained that he will need information and also will need passcodes regarding the domain VillageRingers.com. Bonnie and the board agreed for him to do that!

Amy provided information for the board regarding the domain name:
Name of the domain company: 1+1 - VillageRingers.org and VillageRingers.com
First year \$.99 a year
Two (2) years= \$45.68 total paid

(2) Bonnie asked the board if a Vision and Mission Statement are needed. John mentioned that he felt that the vision and mission statement should be fine as is.

New Business

Amy will be receiving a government email at the end of February 2019 for annual submission of the Annual 501C3 statement.

Bonnie told board members that Elan community members will be allowed to come into practices and try out the handbells. Also, once a month, a half hour before the normal practice time, Bonnie will ask bell ringer members to help her set up the handbells so that community members can have a chance to ring and experience the handbells.

One suggestion from the board is that the Village Ringers group would go to an Elementary School to perform a concert.

Adjournment/Date of Next Meeting

Bonnie explained that the Next Meeting will be before next August - Bonnie will provide that date to the board members. Any amending of the date will be by consensus online.

John moved to adjourn and Amy seconded. The meeting was adjourned at 5:00 pm