

**THE FINE ARTS CLUB OF PASADENA
MINUTES OF THE BOARD OF DIRECTORS MEETING
JANUARY 15, 2019**

Call to Order: The meeting was called to order by President Randy Sinnott at 6:59 PM, at the Pasadena Conservatory of Music. Robert Farley provided the refreshments.

Present: Jo Barbera, Roman Borek, Jo Butcher, Mary Cronin, Jessie Duffy, Lorelli Embry, Robert Farley, Yolanda Giallo, Sofia Maclsaac, Randy Sinnott,

Absent: Jim Childs, Vibeke Cloud, Megan Farley, Eric Lindquist, Heidi Moore, Paige Peter,

Minutes: After corrections Lorelli Embry moved to approve the minutes of the November 13, 2018, Board Meeting; seconded by Jessie Duffy; carried.

Officers' Reports

Treasurer: Randy Sinnott reviewed the Statement of Financial Position provided by Jim Childs, as of January 17, 2019, and the Statement of Activity from July through December, 2018.

The investment accounts lost \$7,366.94 in December, bringing the total loss for 2018 to \$16,021.

The October and December dinner events had a net loss of \$2,128.

Total Bank Accounts as of January 7, 2019: \$72,836.54; total UBS Endowment accounts \$453,290.

At this time there are 69 dues-paying members of The Fine Arts Club of Pasadena.

President: nothing to report

VP, Visual Arts Exhibits: Jo Butcher announced that David Morton (FACOP member) to exhibit his work in February.

VP, Performing Arts Programs: Mary Cronin announced that Dr. Michael Miranda (LMU) will provide an early string exhibition and performance. April Awards dinner will feature the bass/baritone voice.

VP, Membership: Jo Barbera has been working with Jim Childs to contact people who have not yet renewed their membership. She will continue to follow up on these. Two

new applications for membership: J.C. Byer and John Byer, sponsored by Nancy Stone. One additional application may have been sent to Jo but was not received. Jo will follow up on this. Jo is also in contact with another couple who have expressed interest in joining but Jo has not yet received an application from them. Jessie asked whether Daryn Carson or David (husband) had submitted an application, but they have not. Jo mentioned that they had not signed the guest book. Jessie will contact them.

Robert Farley moved to accept the Byers' application; seconded by Jessie Duffy; carried unanimously.

VP, Arrangements: Jim Childs was absent and so there was no Arrangements report.

Recording Secretary: Megan Farley was absent and so there was no Recording Secretary report.

Corresponding Secretary: No report given.

Robert Farley moved to accept all officer reports; seconded by Sofia; carried.

Committee Reports

Attendance/Reservations: No report was given.

Hospitality: No report was given.

Bulletin: No report was given.

Finance:

Nominating: Jessie Duffy asked Board members if they were willing to serve for next year and received affirmative responses from Jo Butcher, Mary Cronin, Lorelli Embry, Robert Farley, Sofia, Yolanda, Jo Barbera, and Roman Borek. Jessie Duffy has not made up her mind yet about continuing. Randy Sinnott is unable to serve as President next year.

Performing Arts Awards: Jessie Duffy summarized the status of this committee since the resignation of Janet and Rafael Calvo as co-chairs. Lorelli, Roman, Mary Cronin, and Jessie formed an ad hoc committee and selected voice/bass-baritone as the instrument. A template for conducting the competition was provided by the Calvos, and Jessie sent an announcement to schools. Julianna Gondek, however, advised Jessie to accept applications online, and Jessie worked with Julianna to set this up together with a friend of Jessie's who is an IT specialist. Finals will be held at Pasadena Conservatory of Music on February 16. The FACOP will hire a pre-screener/pianist who was

recommended by Julianna Gondek to review the application videos and play as an accompanist for the finals.

As of today, no applications have been submitted. Two lessons learned from this process are that it is necessary to arrange for adjudicators in the Fall, and it is very important to have guidelines for incoming chairs and committee members. Also, prices at PCM will rise next year and it was recommended that another venue be used next year for the auditions. Adjudicators will also be paid \$250 each, an increase from \$200 last year.

Roman suggested that it may also be necessary to find a new location for the Board meetings next year due to the increase in price for the room at PCM.

Visual Arts Awards: Paige Peter reported that the award would be shared by two recipients. One recipient is an artist who creates picture boxes. The second recipient will be either an artist who paints large canvases or a photographer. All finalists are students at the Roski School of Art and Design at USC.

Public Relations/Photography: Susanne Belcher sent copies of her report. Randy Sinnott presented the report to the Board. Roman discussed using the Pasadena Outlook to publicize FACOP activities.

Website/Facebook/Social Media: Robert Farley reported that he and Susanne Belcher would talk next week about strategies for improving and integrating PR and Social Media activities. He will provide a summary of their discussion to the Board at the next meeting. Suggestions from Board members and the regular members are welcome.

Historian: No report was given.

Yearbook & Roster: Jessie sent out requests for corrections and has received only a few corrections to date. The second proof of the Yearbook is being reviewed. This should be the final proof and maybe printed and mailed by the end of the month.

Parliamentarian & By Laws: No report was given.

Old Business

Lorelli Embry moved to raise the annual dues to \$100 as of July 1. Seconded by Robert Farley; approved unanimously. Jo Barbera and Robert Farley suggested that renewal notices be sent in February and perhaps monthly after that offering a \$90 renewal rate if paid before July 1. Robert will discuss doing this with Jim Childs.

New Business

Randy presented a draft of an exit survey to learn why members leave the FACOP. Lorelli asked whether we should mail the form to people who had not renewed their membership. Randy said it would, and then he discussed how we might use the information received.

Robert Farley asked whether the Board would consider sending a letter to former Awards winners and their families to mention the need for new members in the FACOP and also requesting donations. The Board agreed to consider this and Robert will write a draft letter for the Board.

Jessie Duffy suggested that a complimentary/associate membership could be offered to selected local artists.

Next Board Meeting: 7:00 PM; Refreshments 6:30 PM; Tuesday, March 19, 2019.

Adjournment:

Respectfully submitted,
Robert Farley

THE FINE ARTS CLUB OF PASADENA
DRAFT MINUTES OF THE BOARD OF DIRECTORS MEETING
March 19, 2018

Call to Order: Robert Farley called the meeting to order at 7:02 p.m., at the Pasadena Conservatory of Music. Roman Borek generously provided the refreshments.

Present: Mary Cronin, Vibeke Cloud, Jo Butcher, Jessie Duffy, Roman Borek, Lorelli Embry, Jo Barbera, Sofia MacIsaac, Robert Farley, Megan Farley, Paige Peter, guest Kathleen Burns (UBS)

Absent: Randolph Sinnott, Jim Childs, Eric Lindquist, Susanne Belcher, Yolanda Giallo

Minutes: Motion to approve minutes. Lorelli moved to accept, Sofia seconded.

Officer Reports

Treasurer: Jim Childs not present. Robert introduced Kathleen Burns, the FACOP portfolio manager at UBS, to the committee. Treasurer's report was discussed by Robert with the Finance Committee report. Ms. Burns presented an overview of the investment portfolio for the past year.

Investment Returns – \$20,669 (2017) was \$7,768 (2018). If you put it in CDs at 2% return would be significantly lower. One of the reasons UBS wanted to put these funds into a market acct was that CD rates were 'abysmal' and since the FACOP is trying to give money away to worthy people, if you don't have enough money being generated it will impact ability to give money away. Important to have a 'third party' because when you have managed assets this way, you meet the criteria for a non-profit organization that has done due diligence and has a strategy. (Moderate conservative portfolio.)

November-December 2018 lost a lot of portfolio value. By the end of 2018, Net (includes money going out to funding of scholarships, gifting/funding) was -5.46% YTD 2019: Up 6%. Made up everything lost in 2018 in 6 weeks. Shows the volatility of market.

To protect your organization: 1) Keeping portfolio moderate-conservative. 2) \$15,908 has already been pulled out of investments and put in checking acct for funding Awards in 2019. Initiated 3/8/19. Portfolio went up by \$22k after that money was taken out.

Based on projection numbers received, Kathleen does not want to take more risks with the portfolio. Completes due diligence with Jim Childs both quarterly and annually on the portfolio.

President: Randy Sinnott not present. No report.

VP, Performing Arts Programs: Mary Cronin. For June program, Michael Bateman (The Noise Within) will be presenting a theater/drama program.

VP, Visual Arts: Jo Butcher. No report was given.

VP, Membership: Jo Barbera. Proposed new members (Sponsors). 1. Patricia Vick (Jim Childs), lawyer; 2. Dr. Michael Miranda, previous FACOP performer (; 3. Nancy Sullivan (Elizabeth Samson), educator; 4. Stan & Ann Jones, Travel (Nancy & Chip Stone). Motion to accept nominations by Sofia MacIsaac, Mary Cronin seconded. New members will be announced at the April dinner. Roman will email tomorrow regarding new members.

Paul Puccinelli (previous performer) is interested in becoming a member, but Jo has not heard from him about his application. Also, tried to reach Jennifer Bowen (harpichord) and Suzanne Brown about membership.

Mary Cronin brought up the suggestion of having the awards presentations at an earlier dinner to keep April from being too crowded. To be discussed at next meeting.

VP, Arrangements: No report was given.

Recording Secretary: Megan Farley will send draft minutes from tonight's meeting within the next few days.

Corresponding Secretary: When Jim Giallo passed away, Vibeke sent a card two days later, but it was sent back as undeliverable. Jo Barbera called Yolanda and was told Jim was using a post office box for mail. Vibeke drove to the Giallo's condo and delivered the card for Yolanda.

Motion to accept officers' reports. Lorelli moved, Jessie seconded. Motion passed.

Committee Reports:

Attendance/Reservations: Sofia. Waiting for RSVPs to April dinner.

Hospitality: Nothing to report. Yolanda not present.

Bulletin: Nothing to report. Eric not present.

Finance: Treasurer's Report delivered by Robert.

Miscellaneous Revenue (new category):

- Balance Sheet:
- Statement of Activity: Dinner revenues & expenses.

Dinner beverage, punch bowl, and dinner receipts - \$18,085.00. Also, added performing arts & visual arts expenses. Lost almost \$3k on the February dinner. Recurring issue that needs to be addressed. Suggested putting this on agenda for new business at next meeting for further discussion on how to fix.

- Legal & Professional Fees:
- Net Operating Revenue:
- Investment Returns:
- Other Expenditures:
- Detail of Activity & Conditions:

Lorelli brought up the approved motion from the previous meeting, regarding raising the dues to \$100 and sending notices out offering \$10 discount if paid prior to July 1. No plan has yet been created to put that in motion. Renewal info should be mailed by April or May at latest.

Roman suggested using an online pay system like Venmo to update the 'snail mail' system. Establish an email online account for the club for members to submit credit card information and payment have deposited directly to the account. Eliminates the need to write and collect checks.

Robert will talk to Jim Childs about setting up the account and how to do it. Can possibly announce new procedure at April dinner.

Nominating: Jessie. Have almost every position filled for the Board of Directors, minus the President and Recording Secretary. Arrangements (Nancy Stone) and Corresponding Secretary (Sherry Morton) have been filled. Jessie would consider taking Presidency. Paige offered to do Visual Arts.

Also, need volunteers for the Finance Committee, Nominating Chairman, Performing Arts chairman. Joanne Hipp would like to join PA Award committee, just not as chairman.

Lorelli: Nancy & Chip Stone would be possible for PA Awards committee next year.

Jo Butcher suggested Laurita Domasin (Jesse Duffy) as a possibility for chair of Finance committee since she indicated that she is good with numbers. Will discuss with her.

Robert offered to accept Nominating Committee Chair, as well as Recording Secretary. Jessie said that she would take the President's position.

Vote on new appointments: President – Jessie, Past President – Randy Sinnott, First Vice President – Mary Cronin; Second Vice President, Jo Butcher; Third Vice President – Jo Barbera; Fourth VP Arrangements, Nancy Stone; Corresponding Secretary, Sherry Morton; Recording Secretary, Robert Farley; Treasurer, Jim Childs. Directors at Large, Roman Borek; Yolanda Giallo, Sofia Maclsaac, Lorelli Embry. (Eric Lindquist was taken off the list of Directors at Large since he is unable to attend meetings, and his absence affects the Quorum).

Motion to accept slate of nominations: Sofia accepts, Jo Butcher seconded. Motion passed.

Performing Arts Awards: Jessie. In touch with Jared Jones, the Award winner for 2019. She will set up a time for Jared and Michelle (pianist) to get together and check out the acoustics of the room.

Jared will not eat dinner before the performance, but he would like an order to go or a 'boxed meal' (request a box for the meal). Robert will pass on the request to Jim Childs. Jo Butcher suggested bringing a box or container for the caterers to use.

Need a new piano tuner. Jo Butcher and Mary Cronin offered referrals, provided to Jessie. Also, considered asking the PCM. Mary does not know set rate for tuner (Todd & Cheryl Liall of South Pasadena). Jo knows piano tuner who charges flexible rates. Jo suggested idea of 'paying' with free annual membership and one dinner. Would be convenient to have a tuner 'on call' throughout the year. Jo will send Robert contact information to pass on to Jim, as well as the other two options.

Comp dinners for two adjudicators, pianist, Betty Gondek (guest of Juliana Gondek), Jared Jones (winner of the award).

Jessie is creating a binder of procedures to assist the next Performing Arts Award chair.

Visual Arts Awards: Paige Peter. Two awardees. Met with the assistant dean for student services at the Athenaeum today (Tuesday), with one of the students, to review the hall. Gave guest list to Sofia. Also, working with Ruby at catering services – won't know until that morning whether the room has been booked, so they may not be able to set up before the dinner date.

Public Relations/Website/Social Media: Susanne Belcher not present. Submitted report. Prepared press releases to send to Burbank editor of *LA Times*, and the Pasadena Feature Editor for *Pasadena Outlook*. Has had no direct feedback. Would like to monitor these publications going forward.

Robert will bring camera to next meeting, take photos, and upload to drop box. If anyone who can take photos can send them to him, it would provide more complete coverage.

Web page is changing platforms and both Susanne and Robert believe that it would be easier to start over again rather than pay to upgrade the page. Going to research cost of setting up a new site.

Historian: Nothing to report.

Yearbook & Roster: Jessie would also like to hand this over to someone else.

Parliamentarian & Bylaws: Nothing to report.

Old Business

Lorelli: How to recruit younger members? Possibly invite previous award winners, perhaps offer one year of free membership (also to new performers) and encourage them to bring guests.

New Business

Membership/Potential Members: Jo Barbera.

Jo Butcher volunteered to host the end of the year party at her house. Suggested party be moved to Friday, to allow more time to socialize.

Next Board Meeting: Tuesday, May 21 at 7:00 p.m.

Adjournment: 8:57 p.m.

Submitted by Megan Farley, Recording Secretary

03/28/19

**THE FINE ARTS CLUB OF PASADENA
MINUTES OF THE BOARD OF DIRECTORS MEETING
MAY 21, 2019**

Call to Order: The meeting was called to order by President Randy Sinnott at 7:00 PM, at the Pasadena Conservatory of Music.

Present: Jo Barbera, Roman Borek, Jim Childs, Mary Cronin, Jessie Duffy, Robert Farley, Sofia Maclsaac, Paige Peter, Randy Sinnott

Absent: Jo Butcher, Vibeke Cloud, Lorelli Embry, Megan Farley, Yolanda Giallo, Eric Lindquist

Minutes: After corrections Jim Childs moved to approve the minutes of the March 19, 2019, Board Meeting; seconded by Jo Barbera; the motion passed unanimously.

Officers' Reports

Treasurer: Jim Childs reviewed the Statement of Financial Position as of May 7, 2019, and the Statement of Activity from July 1, 2018 through May 7, 2019.

Note that the Endowment account is about the same as last year even after paying out for Awards and transfer of funds to the Operating Account. Long term liabilities occur as a result of the way that the withdrawal from the investment returns is distributed among Performing Arts Award, Visual Arts Award, and Operating Account. This is determined by the percentage that each endowment account pays into the amount withdrawn. Historically, the Performing Arts Award distribution exceeds the amount of the Award. The difference between the amount taken from the earnings and that paid to the Award is held as a long-term liability.

President: nothing to report

VP, Visual Arts Exhibits: Jo Butcher's report was presented by Jessie Duffy. For the Visual Arts work Jo requests four art illumination lights, one easel, and one lock for the storage unit. Roman commented that the shed used to store the material is also a restroom for the employees at the site and cannot be locked. A discussion about using a lockbox ensued. Roman commented that the management company office will need to be notified that the lockbox will be reinstated.

The combined Board meeting will be held at the Butchers' house on June 21 (see New Business).

VP, Performing Arts Programs: Mary Cronin announced that performers from A Noise Within will give the Performing Arts performance at the June dinner meeting. Tobin Sparfeld (Glendale Community College) will direct the Chamber Singers of Glendale College at the December dinner meeting.

VP, Membership: Jo Barbera introduced three applications for membership (sponsors): Austin Mircheff (Robert Farley), David Nairne and Darwin Carson (husband/wife; Jessie Duffy). A motion to accept the applications was made by Robert Farley and seconded by Randy Sinnott. The applications were accepted.

VP, Arrangements: Jim Childs said that the arrangements for the June dinner meeting are set.

Recording Secretary: Megan Farley was absent and so there was no Recording Secretary report.

Corresponding Secretary: No report given.

Robert Farley moved to accept all officer reports; seconded by Sofia Maclsaac; carried.

Committee Reports

Attendance/Reservations: Sofia is waiting to receive checks for the June dinner meeting. Until the checks are received it is not possible to estimate the attendance.

Hospitality: No report was given.

Bulletin: No report was given.

Finance: No information beyond that contained in the Treasurer's report was presented.

Nominations: Jessie Duffy presented the list of Board Officers, Directors at Large, and Committee Chairs with Committee members. Several new members will participate for the first time in these positions. A motion to approve the list was made by Robert Farley and was seconded by Jo Barbera. The list was approved and will be presented by Jessie Duffy to the membership at the June dinner meeting.

Performing Arts Awards: No report was given.

Visual Arts Awards: No report was given.

Public Relations/Photography: Susanne Belcher sent copies of her report to Randy Sinnott who presented the report to the Board. Susanne is continuing to work to get our

events reported by the local news outlets such as the Pasadena Outlook. Jessie Duffy has made a contact with someone who has experience getting events publicized and will meet with her later this summer to discuss helping the FACOP with this problem.

Website/Facebook/Social Media: Robert Farley reported that he and Susanne Belcher have started a discussion about strategies for improving and integrating PR and Social Media activities. Both he and Susanne feel that the web site is so out of date that it should be completely redone. They will look into getting this done over the summer. There are two Facebook accounts, one that Susanne Belcher uses and one that was inherited from a former member but is not maintained. Robert will discuss with Susanne whether we should keep both or delete one of them. Paige Peters also commented about the Facebook pages and said that her Facebook page is not an official FACOP page.

Historian: No report was given.

Yearbook & Roster: No report was given.

Parliamentarian & By Laws: No report was given.

Old Business

President Randy Sinnott had previously sent a draft of the Dues Renewal Letter to Board members for review. Some suggestions for edits were received and the letter was updated. The target date to mail the letter to members is June 1. Jessie asked whether a vote was ever taken about the early-bird special rate of \$90 if dues are renewed before July 1. For members who joined recently, dues were prorated for the current fiscal year. The only members who have paid for the 2020 fiscal year are the three members whose applications were approved at tonight's meeting. A motion to approve the new dues level and early-bird special rate was made by Robert Farley and was seconded by Sofia Maclsaac. The motion passed. Randy will send the letter by June 1.

New Business

The annual combined Board meeting will be a pizza party at the home of Jo and Chris Butcher on Friday, June 21, 2019, at 6:00 PM. The meeting is a meet and greet for new and outgoing Board members and is intended as a social event, and although some business will be conducted, it will be kept to a minimum. A pizza specialist will prepare the pies, and members and guests may bring alcoholic beverages if they wish (BYOB). The cost will be \$25 per person, to assist with the cost. Please make checks payable to The Fine Arts Club of Pasadena and send them to Jim Childs. A note about the event will be sent by President Randy Sinnott to Board members within the next week.

Mary Cronin commented that she has extended invitations to perform at our dinner meetings but these are sometimes declined because of the low honorarium. The current

honorarium is \$585 for both Performing Artists and Visual Artists. Jessie Duffy explained that this amount is a result of additional consequences for the FACOP if the recipients receive more than \$600, including the need to file IRS forms and the additional work for the CPA, for which we are billed. The recipients of more than \$600 must also report the income on their tax forms, and the FACOP must collect the appropriate IRS form (W-9?) from the recipients. Collecting this form from the recipients has been a major problem in the past, and that is the reason why the honoraria are kept below \$600. Jim Childs also commented that each dinner event loses money and that this loss will increase if the honoraria are increased.

Jessie Duffy mentioned that Victor Picou has proposed to Jo Butcher that the Pasadena Society of Artists collaborate with The Fine Arts Club of Pasadena on some project. A meeting to discuss the nature of the collaboration will occur sometime during June or July. This arrangement may provide the FACOP with both a source of new members and a bank of artists who might exhibit at our dinner meetings. The proposal was received enthusiastically by the Board.

Next Board Meeting: Combined Board Meeting, Friday, June 21, 2019, at the home of Jo and Chris Butcher, at 6 PM.

Adjournment: The meeting was adjourned at 8:35 PM.

Respectfully submitted,
Robert Farley

**THE FINE ARTS CLUB OF PASADENA
MINUTES OF THE BOARD OF DIRECTORS MEETING
NOVEMBER 19, 2019**

Call to Order: The meeting was called to order by President Jessie Duffy at 7:01 PM, at the Pasadena Conservatory of Music.

Present: Jo Butcher, Jim Childs, Mary Cronin, Laurita Domasin, Jessie Duffy, Lorelli Embry, Robert Farley, Sherry Morton, Randy Sinnott, Nancy Stone, Patricia Vick

Absent: Jo Barbera, Roman Borek, Yolanda Giallo, Sofia Maclsaac, Paige Peter,

Minutes: Robert Farley moved to approve the minutes of the September 17, 2019, Board Meeting; seconded by Sherry Morton; the motion passed unanimously.

Treasurer's Report: Jim Childs reviewed the Statement of Financial Position as of November 18, 2019, and the Statement of Activity from July 1, 2018 through November 18, 2019. Cash is stable; donations are about the same as last year; investment return this fiscal year is \$8,522. The October dinner served 79 dinners but there was a loss of \$1,800. Jim strongly advocated for increasing the price of the dinners. He also noted that in December, valet parking for each car is \$12. The FACOP validates for valet parking but we need to know the number of cars to pay for. Jim also suggested considering the use of credit cards for FACOP members to pay for the dinners.

Lorelli Embry moved to accept the Treasurer's report. Nancy Stone seconded the motion.

President's Report: Jessie Duffy thanked everyone who helped overcome the problems that arose at the October dinner because of illnesses to FACOP Hospitality, Arrangements, and Attendance/Reservations Committee members.

Officers' Reports

VP, Performing Arts Programs: Mary Cronin presented her report, and gave the Board members an outline of performances through June 2020. Discussions with the director of the Glendale College Chamber Singers resulted in a mix of secular and sacred songs for December. Mary requested an additional microphone be available for the performance.

VP, Visual Arts Exhibits: There was no Visual Arts report because there is no visual arts exhibit at the December dinner meeting.

VP, Membership: Lorelli Embry gave the Membership Committee report for Jo Barbara. Lorelli summarized the profiles of the three applicants for membership and she made a

motion to accept the applications. Robert Farley seconded the motion. The motion was passed unanimously.

VP, Arrangements: Nancy Stone said that the arrangements for the December dinner are in place. Lorelli asked about the vegan option because there was a problem at the October dinner. Jo Butcher explained that the person who had the problem in October was not a member and had not notified anyone at the FACOP or Athenaeum about the meal. Jo offered to try to mediate any future issues between dinner guests and the Athenaeum.

Recording Secretary: Minutes from tonight's meeting will be sent to Jessie Duffy who will forward them to Officers, Directors, and Committee Chairs.

Corresponding Secretary: A get-well card was sent to Roman Borek but he requests that no additional cards or flowers be sent to him.

Jim Childs moved to accept all officer reports; seconded by Robert Farley; carried.

Committee Reports

Attendance/Reservations: Sofia Maclsaac will not attend the dinner but she is accepting reservations and payment. To date, 21 reservations have been received.

Hospitality: No report was given.

Bulletin: No report was given.

Finance: No report was given.

Nominating: Robert Farley and Lorelli Embry have written a draft of a list that briefly describes the responsibilities of FACOP standing committees. Robert requested that each Officer send him a brief outline of the responsibilities of the position that he or she currently occupies, and that committee Chairs edit the current draft that he and Lorelli wrote for their committee. Robert will use this list to attempt to recruit volunteers for different positions. He requested to be given a few minutes to speak to the members and their guests at the February dinner meeting about openings on the Board and the committees. Robert also asked each Officer and Committee Chair to send him an email indicating whether he or she intends to continue in their current position in FY20-21. Robert will send 2015 Bylaws of the FACOP to Jessie Duffy for circulation among Officers, Directors, and Committee Chairs.

Performing Arts Awards: Patricia Vick reported that Musical Theater will be the topic of this year's competition.

Visual Arts Awards: Jessie Duffy gave the report for Paige Peter. Information has been sent to multiple schools about the competition. Paige has met with representatives from CSUN and plans to meet with representatives from other schools very soon.

Public Relations/Photography: Jessie Duffy gave the report Susanne Belcher had sent to her about FACOP placings in the Pasadena Outlook and other local publications.

Website/Facebook/Social Media: Lauri Goldenhersch has been hired to build a new FACOP website. At her recommendation, a new website host (HostGator) will be used. The cost for Lauri's initial build is \$595, and the cost for the hosting site was \$142.77. The hosting site is paid for three years but there will be a small annual maintenance fee of about \$25. Robert Farley is working with Lauri to supply content for an initial build. Lauri hopes to have the web site up before the December dinner meeting.

There are two FACOP Facebook accounts, one that Susanne Belcher uses and one that was inherited by Robert from a former FACOP member. The second site is not maintained. Paige Peters also comments about the FACOP on her Facebook page but her Facebook page is not an official FACOP page. Susanne and Paige may be able to work together to come up with a viable FACOP Facebook presence.

Historian: No report was given.

Yearbook & Roster: Lorelli Embry thanked Jessie Duffy for her work on the previous Roster. Lorelli used the template that Jessie created to make the current Roster, and Olga Moretti handled the mailing. The Roster was printed on October 10. Corrections should be sent to either Lorelli or Olga.

Parliamentarian & By Laws: No report was given.

Old Business

Website: See Committee report above.

Cost for FY2020 dinners: Costs for holding the event at the Athenaeum continue to rise. The price of each of the two rooms that we use will increase by \$200 in January. Dinners will also increase by \$5. Jim Childs asked how the 2020 increase in the cost of dinners should be handled. He pointed out that we have recently increased our annual dues and the dinner costs. Sherry Morton moved to keep the price of the dinner at \$80. Robert Farley seconded the motion, and the motion passed. It was suggested by several people that advertising be sold on the back of the dinner program.

New Business

Honorary Member Proposal: Mary Cronin has recommended that Dr. James Lent be recognized as an Honorary Member of the FACOP. Lorelli Embry seconded the motion. The Board approved the recommendation unanimously. The membership also needs to vote on it and Jessie will bring this to the membership at the February dinner.

Expenses for piano tuning: Nancy Stone discussed tuning the piano at the Athenaeum, and the tuner that she used proposed that the piano at the Athenaeum be tuned and have a voicing also done. The cost is \$350 for the voicing maintenance and takes about three hours. The tuner also proposed that an additional maintenance be done at an additional cost of \$500. Because these are maintenance services on a piano that is owned by the Athenaeum, Nancy asked the Athenaeum to cover those costs. The Athenaeum has not replied to her request. The Board of the FACOP is not willing at this time to approve the maintenance costs, and Nancy will attempt to deal with the General Manager. Jim Childs will ask Elizabeth Samson to consider assisting with this matter.

Next Board Meeting: Tuesday, January 21, 2020, at the Pasadena Conservatory of Music, room 400, at 7 PM. Refreshments are available at 6:30 PM

Adjournment: The meeting was adjourned at 9:00 PM.

Respectfully submitted,
Robert Farley