

Minutes of the Annual ATOS Board of Directors Meeting
Sunday, July 2, 2017

1. Chairman of the Board Richard Neidich called the meeting to order at 9:13 a.m. E.D.T.
2. Secretary David Calendine called the roll:
 - a. **Officers Present:** Richard Neidich – Chairman of the Board; George Andersen – Vice Chairman of the Board; Vince Mirandi – Treasurer; Dave Calendine – Secretary. **Board Members Present:** Michael Fellenzer, David Kelzenberg, Jonas Nordwall, Don Phipps, Donnie Rankin, Mark Renwick, Carlton Smith. *Note: Treasurer was not present when meeting opened.*
 - b. **Board Members Elect:** Tedde Gibson, Taylor Trimby
 - c. **Staff Present:** Mike Bryant - THEATRE ORGAN JOURNAL editor; Mike Kinerk - Convention Planning Coordinator; Donna Parker - Membership Secretary
 - d. **Guests Present:** Ken Double – Past President / CE; Baily Hoffner, OU AOI Curator & Archivist (*Joined meeting later in afternoon for her presentation*)
3. Motion (George Andersen, Jonas Nordwall) to approve Agenda as presented. (Carried: without dissent)
4. Approval of Meeting Minutes
 - a. Motion (Jonas Nordwall, David Kelzenberg) to approve the Minutes of the June 14, 2017 Virtual Board Meeting. (Carried: without dissent)
5. Officer Reports:
 - a. Chairman Richard Neidich
 - i. A summary of the year / goals was presented
 1. Working towards fiscal soundness
 2. Improving infrastructure (using Google, terminating Bank of Georgia, etc., membership database, accounting)
 3. Website improvements still being worked on
 4. Need to enhance the way we communicate - written reports are important
 5. Goals need to be set for all committees and board members
 6. Use of Executive Committee as determined in the By-laws
 - b. Vice Chairman George Anderson
 - i. Many issues with communication
 - ii. Organizing convention from ATOS has been a challenge
 1. ATOS journal published wrong schedule
 2. Hotel room issues (that were resolved once problem was reported)
 3. Negative social media posts
 - iii. Need to improve ATOS/Chapter relations
6. Secretary Dave Calendine
 - a. Learning and implementing Google Drive
 - b. Re-organizing all folder files to eliminate duplication
7. Treasurer Vince Mirandi - *Comments by Michael Fellenzer due to Vince not being at the meeting yet.*
 - a. Mark Renwick is spending time with Michael Fellenzer to work on transitions, reports, etc.
 - b. Digitizing reports has been a challenge with past information. Moving forward, reports will be easier to develop with Jitasa
 - c. Closing fiscal year July 31 means that the Board does not have all information by the annual Board meeting due to reports not being able to be finalized in time.

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- d. Printed reports were received and discussed
 - e. An audit of our books needs to be done soon.
 - f. A discussion on if we want to change our fiscal year will be had later in the annual Board meeting.
8. Staff, Committee and Program Reports:
- a. Membership Secretary - Donna Parker
 - i. Current membership is at 2,046
 - ii. Non-renewals - 52 expired April 30, 45 on May 31 and 90 on 6/30
 - iii. 39 Student membership (growing)
 - iv. Membership reports can be tailored to the needs of anyone.
 - v. New members - 138 in 2016, 57 so far in 2017
 - vi. ASCAP Reporting - available for all chapters, and is easy to do.
 - 1. Concerts only. Not "entrance" music for movies or other non-organ-concert events
 - 2. Not reporting ASCAP information could result in significant fines (in excess of \$10,000) for a chapter.
 - vii. Lapsed member letters going out has been increasing
 - viii. Donor lists are being sent to committee / event chairs as needed
 - ix. "Donate Now" box for website is being put back on the main page
 - x. A "lack of trust" in ATOS is clouding over us
 - b. Convention Planning Coordinator - Mike Kinerk
 - i. Needs Board action on 2020 convention bid that was received.
 - ii. Motion (David Kelzenberg, Jonas Nordwall) to approve Atlanta Chapter's bid for the 2020 ATOS Annual Convention with Co-Chairs Tim Stephens and Lee Lanier (carried: without dissent)
 - iii. Creating a "Convention Management Team" to aid all chapters and ATOS in hosting conventions

Note: A brief break in the meeting was taken at 11:01am. The regular meeting was suspended and an executive session convened at 11:17am. The regular meeting resumed at 1:45pm.

9. Staff, Committee and Program Reports (Continued):
- a. Summer Youth Adventure - Jonas Nordwall
 - i. Process for planning 2018 SYA in Georgia has started
 - ii. All "kids" playing at this year's Annual Convention are a product of the SYA
 - b. Technical Experience - Carlton Smith
 - i. A report from Carlton was sent to all Board members before the meeting. This report was discussed further.
 - ii. In lieu of doing a formal Technical Experience this year, there will be two webinars done, one in October and the other in January.
 - 1. Carlton Smith, Allen Miller and Clark Wilson will be the instructors
 - 2. Questions will be submitted before the webinar
 - 3. Price is \$60.00 per person.
 - iii. Full Technical Experience will resume in August of 2018.
 - c. Scholarships - Carlton Smith
 - i. Six applicants applied for scholarships this year.
 - ii. Looking for \$4,500 for the budget for 2017-2018 year.
 - iii. Date expiration needs to be changed to run June 15 to July 15.
 - d. Endowment Fund - Mark Renwick

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- i. Rick Parks has responded to the denial of funds, and they are working on improvements to get a grant next year.
- ii. Atlantic City Convention Hall Kimball funds were doubled by a matching grant
- e. Chapter Relations - Don Phipps
 - i. Carolina Chapter ready to receive their charter
 - ii. South Florida Chapter ready to revitalize their charter
- f. Theatre Organ Journal - Mike Bryant
 - i. We have reduced size of journal from 68 pages to 60 pages for most issues due to lack of content. This, however, does not result in any substantial savings.
 - ii. Journal frequency could be reduced as a cost-savings measure
 - iii. Always looking for a wide variety of articles
- g. ATOS Website - Greg Bellamy, Don Feely
 - i. Chairman Neidich: Content needs to be created for the website. It is NOT the responsibility of Greg or Don to create content. They will put up what is sent in.
- h. Awards and Recognition - David Kelzenberg
 - i. Dave acknowledged his committee for their work.
- i. ATOS Marketplace - Rob Vastine (*Comments by Richard Neidich*)
 - i. We do not maintain a lot of inventory.
 - ii. If we do more with the Marketplace, then we need to better control inventory and cash flow.
- j. Historian - John Seest
 - i. Report was received and discussed.

10. New Business

- a. 2017-2018 Budget
 - i. Budget information was sent prior to the Board meeting
 - ii. Much discussion was had regarding Board expenses for meetings.
 - 1. Input from the Board is needed. Better communication is needed.

The Board suspended the regular meeting at 3:54pm to go into Executive Session. The regular meeting was resumed at 4:46pm. The budget talks were suspended to as to accommodate Bailey Hoffner, OU AOI Curator & Archivist's presentation

11. OU AOI Digitization Request

- a. A presentation on what has happened so far with archives was given
- b. Fundraising is ongoing
- c. Journal articles / facebook posts / website content will be developed for us
- d. Author's agreement for Journal will be updated to include being able to archive information for OU AOI

12. New Business resumes

- a. 2017-2018 Budget discussion continues
 - i. ATOS Radio may be needing a budget as we may have to increase bandwidth
 - ii. Motion (Fellenzer, George Andersen) to approve the proposed budget presented as amended
 - 1. Board expenses reimbursements will be airfare and two nights lodging in convention hotel (needs review in light of preglow)
 - 2. Fundraising needs to be a major task that needs to be taken

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3. Dues have not been increased for some time now. A small dues increase will be discussed at the mid-year meeting.
4. After further discussion, the motion carried without dissent

b. Appointment of ATOS Committees and Program Leaders

- i. Motion (Jonas Nordwall, Mark Renwick) Michael Fellenzer, George Andersen, Taylor Trimby, Adrian Phillips and Bob Maney be appointed as Endowment Fund Trustees (Carried: without dissent)
- ii. Michael Fellenzer will be appointed as the chair of the Endowment Fund Trustees.

13. Announcements for the Good of the Order

a. Announcements/Meetings

- i. Annual Membership Meeting - Wednesday, July 5, 2017 at 3:00 PM in Hotel Salons V-VI
- ii. Membership Forum - Thursday, July 6, 2017 at 10:45 AM after Nathan Avakian's program at the Tampa Theatre

14. Next Meeting: (Virtual) will be July 26, 2017 at 7:00 PM

15. Meeting at recess until Thursday, July 6, 2017. Recess started at 6:27 PM

16. Motion (Dave Calendine) to adjourn the meeting. (Carried: without dissent). Meeting adjourned at 9:45 p.m. on Thursday, July 6, 2017.

/s/ Dave Calendine, Secretary

Note: This meeting was conducted using *Robert's Rules of Order – Newly Revised*.