VHS Chapter Board Meeting

Chapter Minutes for the June 13th 2018 meeting.

Attendees: Ben, Shelley, Tom, Bill, Bob, Dave, Jeffery, Bob, Ross, and Kirk

Minutes. The minutes were read and accepted.

**Treasurer Report C**hapter was temporarily declared a non-tax exempt organization recently in 2018 by the Ca Franchise Tax Board going forward from Jan 1, 2015 to YTD 2018. Thus VHS treasurer needs to fill out form 3500, and submit it to CA Franchise Tax Board (FTB) ASAP to get approval (may take 6 months per Rich Owen). When approved CA FTB will prepare a new letter of IRS 501 (c)3 Tax Exemption for the Chapter Corporation from Jan 1, 2015 forward.

 Form 3500 is a 11 page detailed form survey summarizing detailed yearly financial income/expenses and detailed operational data from Jan 1, 2015 to June 30 2018. Rich Owen, our BHS Far Western District Treasurer VP from Bakersfield Chapter gave a copy of the 3500 form that he had helped prepare for Bakersfield chapter to successfully re-obtain their tax exemption to Kirk for reference. Rich informed us that we need a CA Secretary of State--certified copy of the original The San Fernando Chapter of SPEBSQSA Incorporation Articles and Amendments which Kirk has ordered. Also we must submit our latest by-laws.

We plan to pay our 2017 BMI and ASCAP fees. We currently have $3023 spendable total in bank.

Secretary’s Report. Dave, a new VHS Secretary for 2018, has been meeting with Kirk, has learned to file most of our VHS government-required reports by-actually filing them on the computer with occasional assist or given needed data from Kirk, or in some other cases doing a joint web site investigation to learn together the latest instructions and obtain latest revision of forms needed. The goal is to fill out all the required 2018 reporting forms to the State of California and Fed IRS with copies uploaded for our BHS Chapter National website.

With Kirk observing, Dave has submitted: 1) CA Secretary of State Statement of Information (SOI) form 100 for 2018 (But we received a return error message and need to submit it again), 2) CA Attorney General forms RR-F VHS for 6 years 2012-2017 all approved by DOJ, 3) CA FTB VHS tax Year 2017--- FTB website accepted, 4)IRS VHS tax year 2017 –IRS website accepted.

Next is fixing and resubmitting SOS SOI Form 100 plus copying and uploading to BHS website for Chapter Docs all of our VHS 2018 updated Chapter documents.

Membership Report: Warren is the new Membership VP. Has to be approved by the board under new business.

Music VP: Do not give guests a CD on first attendance. Bob and Tom will present CD and music for new songs. Change 7:00 thru 7:30 coaching to Vocal Enhancement. We are going to continue to start at 7:30. Leaders should be an example to rest of chorus for coming early. Extend meeting time to 10:00. We are going to make an effort to go to contest. Bob updated the calendar thru Dec 2019. Confirm by next meeting.

Chorus Mgr.: Gloria has a check for $100 for Memorial Day performance.

Community Outreach : Warren wants address of 10 assisted living places sent to him. Send Ross the list of assisted living places. Talk to new attendee about assisted living places.

Old Business:

1. Mikes : Shelley has to check the mikes.
2. Chuck Walton : Bob is working on it. Try to do it at the ICS.
3. Facilitator: Bob. Nobody got back to him.
4. Meetup : Make page more attractive. Post flyer of ICS on meetup page.
5. Ice Cream Social : Ask about Santa Monica quartets. Ask about Rincon quartets. Send email directly to David Livingston. Ask Laura to sing.
6. Fall Show: $ 800 for Kirk’s church and $450 for One Generation. Going to sing 2 Christmas songs.

 New Business

. 1. Move that Jack Press be confirmed as Program VP for balance of available term. Confirmed. Move that Warren be confirmed as Membership VP for balance of available term. Confirmed.

Next Music Team Meeting is July 11, 2018

Next Board meeting is July 18, 2018.

Barbershoper of the month April is Shelley. Barbershoper of the month for May is Mark Wolf.