

*REPORTS OF THE
FAR WESTERN DISTRICT OFFICERS
DISTRICT MANAGEMENT TEAM &
OTHER COMMITTEE CHAIRMEN*

POSTED SEPTEMBER 16, 2017

OCTOBER 20, 2017

RABOBANK CONVENTION CENTER

1001 TRUXTUN AVE.

BAKERSFIELD, CA 93301

SOCIETY FOR THE PRESERVATION AND ENCOURAGEMENT OF
BARBER SHOP QUARTET SINGING IN AMERICA, INC.

D/B/A

BARBERSHOP HARMONY SOCIETY



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Gordon Bergthold – FWD President

FWD President's House of Delegates Report – Fall 2017

As my presidency comes to an end and I write my last House of Delegates article as President of the FWD, many thoughts race through my head. There are so many things I'd like to say but I'll limit my last comments as President to those of **GRATITUDE**.

I began 2016, as president of the district, in San Diego having a major back surgery on January 19th. That's where Craig Hughes, EVP of the FWD, came to the rescue starting at the Spring Convention. Unable to attend Craig ran the Board and HOD meetings in fine fashion. I did handle the summer planning Board Meeting in June and was on my way to recovery when in August I ruptured the vertebrae just above the spot where the first rods and screws ended at T-10. That led to another surgery in September eliminating me from the Fall District Convention, and again Craig stepped up.

I recovered in time to handle the Spring Convention, summer Board Meeting and now this, my last convention as President. There are so many other people who have helped me during my tenure as president beginning with the board of directors and district management team who are the leaders of the FWD. Each one of the team stepped up to assist over the past two years of my administration and helped promote a more open communication with the members of the 74+/- chapters and their leaders, as well as with the society leadership. Bob Gray, our district secretary, has been especially helpful in keeping me on task, and I thank him for his service.

Several men will be leaving the board this year including Bob Gray, Secretary, Richard Lund, DVP NorCal East Division and John Bloomquist, DVP Arizona Division. Allan Webb will vacate the Past President's board position and will be replaced by me. Ron Black will leave the Contest and Judging VP position after eight years of service. There are qualified replacements for these positions and they will be elected and appointed at the Bakersfield HOD meeting on October 20, 2017. The FWD leadership group acts as a team and they work for the chapters and their members. Call on them often and communicate. Remember, communication is 95% listening! ***They are listening!***

I've used a "Kitchen Cabinet", a group of consultants and advisors, made up of past district leaders and others, who I can rely on for advice and suggestions when addressing the challenges of district leadership. They know who they are and I'd like to thank them for their help over the past couple of years.

To my many barbershop friends in both the district and society, thank you for your efforts in promoting our hobby and perpetuating four-part harmony in the world. To those involved in youth activities in the district, a special thank you for your devotion and passion in bringing the youth into the family of harmony. The youth are certainly the foundation of the future for the Barbershop Harmony Society. And to those choruses and quartets who constantly fill the stages of division, district and international events, thank you for representing the FWD with first-class performances and entertainment.

Thank you all for the past two years. It has been a growing and enlightening time for me as an individual and I have nothing but **GRATITUDE** for each and every one of you for helping me along this journey.

Finally as stated by Pat Bailey, ***"We are all in this together; we are not nearly as right as we think we are and others are not nearly as wrong as we would like to believe."***



Craig Hughes, FWD EVP

Executive Vice President's House of Delegates Report Fall 2017

The Fall House of Delegates Meeting is very important to Far Western District and I encourage representation from every Chapter in the District. Your Chapter can be represented by any current member designated by the Chapter President. Please use the credential form at the end of this document to certify your representative. At this meeting you will approve the budget and elect the officers for 2018. The District is doing well and is looking forward to a very productive and rewarding new year. We need your input and support to continue to deliver the kind of events and successes that we all desire.

Talk about success. July's International Convention was incredible. The **Las Vegas Chapter** hosted a wonderful celebration with a little bit of everything. There were floods and some of the most amazing singing in the world. Check out the highlights on YouTube: <https://www.youtube.com/watch?v=3xpxx-vadow> and then dig into the individual performance videos.

The Far West was well represented with

- Four of the thirty competing Choruses:
 - **Masters of Harmony** (Santa Fe Springs) - **2017 Champs!**
 - **Fog City** (Barbary Coast)
 - **Pacific Coast Harmony** (La Jolla)
 - **Voices of California** (California Delta)
- Two in the top five in the Youth Quartet Contest are Far West:
 - **Flightline – 2017 Champs!**
 - **Eclectones – 4th**
- Two of the top ten in the International Quartet Contest are Far West:
 - **Artistic License – 8th**
 - **New Fangled Four – 9th**
 - Note: Our own **Mike McGee** won it all with **Main Street**.

If you are reading this report prior to our [Fall Convention](#) in Bakersfield – October 19th to 22nd – please consider attending. In addition to the House of Delegates and the Competition, it is a must attend event for all. You will see the best the Barbershop World has to offer. Five International Choruses to include the current Champions – **Masters of Harmony** – performing their contest set and the 2015 International Champion and the **Westminster Chorus** – competing to win their way back to the 2018 contest in Orlando. The Quartet Contest promises to be one of the best. I hope you will add your harmony on stage and off with your family in Bakersfield.

The Midwinter Convention is coming to the Far West. Mark your calendars for [Midwinter Orange County](#) - January 16-21. This fun event is at the Segerstrom Center for the Arts in Costa Mesa, California.

Great News! The Far West has been selected to sing in the **2018 Midwinter Senior Chorus Festival**. **Craig Ewing**, VP for Music & Performance, is coordinating the FWD Senior Chorus. It will be an awesome opportunity to show off the “timeless talent” of the Far West. If you are over 55, dust off your vocal chords and get ready for a fun experience with your District friends.

Midwinter is the venue for the International Youth Chorus Festival. This year there were 20 Choruses (five from FWD) and 599 singers. Our District recognized the magic by approving a ***motion to sponsor (\$10,000) Youth Chorus Festival through donations by the chapters or by the district through an amended budget should chapter donations fall short*** at our fall 2012 House of Delegates. The 2017 commitment was filled by generous donations from 24 Chapters, 1 Quartet, and 3 individuals with the support of our own John and Sharon Miller. The generosity of the men and women of the District was recognized by the young singers. There were more than a few tears as the almost 600 young performers joined in song to “*make the music that makes a difference*”. Please start “passing the hat” at your chapter meetings so we can meet and exceed our commitment for 2018. Let’s shoot for a larger number of participating chapters. Note: It is very important that the individual and family donations continue. Dropping your spare change in a bucket every week adds up as well.

The next three July Conventions are coming to:

- 2018 - Orlando, FL
- 2019 - Salt Lake City, UT
- 2020 - Los Angeles, CA

The District Board and Management Team are here to serve and support the Chapters. Please keep the lines of communication open and use them often. We have resources to share and stand by to help in any way possible. One example is the support our Marketing and Public Relations Team (**David Melville** and **Ray Rhymmer**) provides by publishing and maintaining a timely source of information and entertainment via the internet.

- FWD Website: Farwesterndistrict.org/
- FWD Facebook: Facebook.com/farwesterndistrict/
- Westunes (Official eMagazine): westunes.farwesterndistrict.org/
- Westags (Monthly Email update): Delivered directly to your email inbox monthly

Contact information for the District Team can be found on the Website. Just click our names on the “about” tab under District Officers and we will get right back to you.

Thank you for everything you do for your Chapter and the District.

In Harmony,

A handwritten signature in black ink that reads "Craig B Hughes". The signature is fluid and cursive, with the first name "Craig" and last name "Hughes" clearly legible.

Craig Hughes, EVP
chughes2@cox.net

FAR WESTERN DISTRICT

FALL CONVENTION CONTESTS

OCTOBER 19-22, 2017 • BAKERSFIELD, CALIFORNIA

SCHEDULE OF EVENTS

EVENT	START	FINISH	LOCATION	ROOM
<u>Thursday, October 19, 2017</u>				
Harmony Platoon	9:00 AM	9:00 PM	Rabobank	Truxtun Room
FWD Board of Directors	2:00 PM	6:00 PM	Marriott	Salon D
Advanced Registration Badge Pickup	7:00 PM	9:00 PM	Rabobank	Concert Hall Lobby
<u>Friday, October 20, 2017</u>				
Convention Registration	8:00 AM	12:00 PM	Rabobank	Concert Hall Lobby
Harmony Platoon	8:30 AM	1:00 PM	Rabobank	Truxtun Room
FWD Past President's Meeting	9:00 AM	11:00 AM	Marriott	Kern River Room
AHSOW	9:00 AM	4:00 PM	Rabobank	Carrot Room
Ladies Hospitality	10:00 AM	4:00 PM	Rabobank	Cotton Room
Harmony for Lunch	11:00 AM	2:00 PM	Pizzaville USA - 700 Oak St.	
Hall of Fame Lunch	11:30 AM	1:30 PM	Marriott	Kern River Room
FWD House of Delegates Meeting	1:30 PM	3:30 PM	Rabobank	Backstage Arena
Judge's Meeting	3:30 PM	4:30 PM	Rabobank	Judge's Room
Convention Registration	3:30 PM	9:00 PM	Rabobank	Concert Hall Lobby
Doors Open	4:30 PM		Rabobank	Concert Hall
QUARTET SEMIFINALS	5:00 PM	9:30 PM	Rabobank	Concert Hall
Evaluations (Quartets not advancing)	10:15 PM	12:00 AM	Marriott	Judge's Suites
AFWDC LATE SHOW	10:00 PM	12:00 AM	Marriott	Ballroom
<u>Saturday, October 21, 2017</u>				
Convention Registration	8:00 AM	1:00 PM	Rabobank	Concert Hall Lobby
Joe Barbershop Chorus	8:45 AM	9:40 AM	Rabobank	Warmup Room
Doors Open	9:00 AM		Rabobank	Concert Hall
CHORUS FINALS	9:30 AM	1:30 PM	Rabobank	Concert Hall
Chorus Evaluations	2:00 PM	3:50 PM	Rabobank	Concert Hall
AHSOW	2:00 PM	6:00 PM	Rabobank	Carrot Room
Ladies Hospitality	2:00 PM	6:00 PM	Rabobank	Cotton Room
FWD Marketing Team Lunch	2:00 PM	4:30 PM	Chalet Basque - 200 Oak St.	
Judge's Dinner	4:00 PM	6:00 PM	Offsite	
Convention Registration	5:30 PM	8:00 PM	Rabobank	Concert Hall Lobby
Doors Open	6:00 PM		Rabobank	Concert Hall
QUARTET FINALS	6:30 PM	9:00 PM	Rabobank	Concert Hall
SHOW OF CHAMPIONS	9:00 PM	10:00 PM	Rabobank	Concert Hall
AFTERGLOW SHOW	10:00 PM	12:00 AM	Rabobank	Backstage Arena
Evaluations (Finalist Quartets)	10:30 PM	12:00 AM	Marriott	Judge's Suites
Hospitality Rooms	12:00 AM		Marriott	Various Suites
<u>Sunday, October 22, 2017</u>				
AFWDC Breakfast	9:00 AM	11:00 AM	Marriott	Salon A
Check out, safe trip home!	12:00 PM		Marriott	

Minutes of Spring House of Delegates Meeting:

2017 Spring FWD House of Delegates Minutes
March 10, 2017 Sacramento, CA.

Call to Order - Gordon Bergthold

Pledge of Allegiance - Craig Hughes

The Star-Spangled Banner - Ron Black

The Old Songs - Nick Papageorge

Invocation - Bill Rosica

Welcome - Gordon Bergthold

Introductions

Past Presidents:

- Chuck Hunter
- Bill Cale
- Sam Barger
- Don Gubbins
- Russ Young
- Allan Webb
- Peter Feeney

Other Dignitaries

- Antonio Lombardi - BHS Staff Robert Rund - HFI
- Ray Rhymer - Convention Dedicatee
- David Haedtler - Society Board Member

District Officers

Roll Call - Allan Webb

President	Gordon Bergthold	x
Executive Vice President	Craig Hughes	x
Secretary	Bob Gray	Absent
Treasurer	Rich Owen	x
Division 1 Southwest VP	Brent Anderson	x
Division 2 Southeast VP	Nick Papageorge	x
Division 3 Northwest VP	Bill Rosica	x
Division 4 Northeast VP	Richard Lund	x
Division 5 Arizona VP	John Bloomquist	x
Contest & Judging VP	Ron Black	x
Music & Performance VP	Craig Ewing	x
Contest & Judging VP	Allan Webb	x
CSLT	Steve Salmon	x

Membership	Bill Rosica	x
Youth in Harmony	N/A	
Events	Bryan Forbes	x
Director Development	Royce Ferguson	Absent
Marketing & PR	David Melville	x
Awards	Chuck Hunter	x
Society Board Representative (Staff)	Antonio Lombardi	x
Harmony Foundation	Robert Rund	x

Chapter

Number	Chapter Name
D002	Greater Phoenix
D005	Bakersfield
D006	Walnut Creek
D008	Santa Rosa
D009	Placerville
D020	Davis-Vacaville
D021	Sacramento
D022	Palo Alto-Mountain View
D023	San Diego
D026	Bay Area
D030	Barbary Coast
D037	South Orange County
D039	Marin
D040	Nevada-Placer
D042	Stockton
D051	Reno
D052	Chico
D056	Fullerton
D057	Central California
D066	San Fernando Valley
D069	Mesa
D075	Las Vegas
D081	Eureka
D085	San Luis Obispo
D092	San Mateo County
D103	Rincon Beach
D125	Salt River Valley

District President's Remarks - Gordon Bergthold

Approval of the Agenda - Gordon Bergthold

- Motion: Papageorge
- Second: Lund
- Motion passed

Approval of the Previous Minutes - Gordon Bergthold

- Motion: Black
- Second: Rosica
- Motion passed

Receipt of HOD Reports - Gordon Bergthold

- Motion: Anderson
- Second: Rosica
- Motion passed

Additional Officer/Committee Reports - Gordon Bergthold

- No additional reports to receive outside of HOD reports above

Old Business

- No old business

New Business

- Senior Chorus Discussion

BOD Highlights - Gordon Bergthold

- Nashville/Healthy Chapters Update - Antonio Lombardi
• barbershop.org/healthy-chapters for all the pertinent information
• chapters@barbershop.org (Antonio's email)

Harmony Foundation Update - Robert Rund

- Perry Mason is the new CEO of HFI Congratulations on meeting the 2017 YCF pledge
- Chapters encouraged to start the process of meeting the 2018 pledge now
- Introduction of Rich Owen as new Treasurer
- Awards - Chuck Hunter
- Fall 2017 convention dedicatee will be the Gassman brothers

Future Convention Update - Bryan Forbes

- Fall 2017 Convention Thursday, October 19, 2017 in Bakersfield, CA
- Online registration for Fall 2017 expected to be open approximately June 1, 2017

Chapter of the Year

- Candidates included Mesa, Brea, Santa Fe Springs, Barbary Coast, and California Delta Winner: To be announced Saturday night

High School Quartet Contest Update - Bruce Sellnow

Open Q&A

- Referred Marin delegate to Antonio Lombardi to discuss music programming (barbershop vs. non-barbershop)
- Update on Event venue choice process per question from the floor

Next Meeting

- **Thursday, October 19, 2017 - Sunday, October 22,**
- 2017 FWD Fall Convention & Contest Bakersfield, CA

Keep the Whole World Singing – Allan Webb

Adjourn - Gordon Bergthold

- Motion: Robert
- Second: Hunter
- Motion passed

Respectfully Submitted

Allan Webb

Immediate Past Presiden

Minutes of Summer Board of Directors Meeting:



Far Western District

Board of Directors & Management Team Minutes

June 17, 2017

Fullerton, Ca.

Executive Vice President Craig Hughes Called the meeting to order at 8:02AM. Management Team Members in attendance: Royce Ferguson, Bill Rosica, Bryan Forbes, and David Melville. **EVP Craig Hughes** reported that CSLT Steve Salmon had resigned from the Management Team. In a joint meeting with the Board of Directors a number of topics were discussed. Leadership

Academy, Harmony College West, Senior Chorus Festival, Membership, and Contest Issues such as new software, shell, and back rails on risers.

Bryan Forbes, Event Chairman will see that these items are added to the Convention Manual. Bryan reviewed items in his report, with discussion about Photography, changing the Early Bird registration deadline to be the same as the Cut-Off for the CJ-20. He also announced that Bakersfield would host the Fall Convention.

Royce Ferguson, Director Development led the discussion regarding finding individuals to fill director and leadership positions.

Bill Rosica, Membership Chairman gave all of the DVP's pins to be presented to chapter members to stress bringing in new members.

David Melville, Marketing & PR Chairman led the discussion on Westags, & Westunes, including making sure that Westunes type of information is available to all current and past members. David suggested that Quartets and Choruses advertise in Westunes. He also discussed the website, mail options, and advised that the payment process has changed from PayPal to "Square".

Group discussion about the “Sunshine Chairman” position. It was decided that each Division Vice President would be responsible for someone in their Division to fill the position.

Mark Freedkin presented information about “Youth In Harmony”. Mark shared with those in attendance what has worked in Southern California for the past 17 Years. He offered to prepare a presentation for “Leadership Academy” on what has worked, and how chapters can get involved.

President Gordon Bergthold called the Board of Directors meeting to order at 1:29 PM. Board members in attendance were: Gordon Bergthold, Craig Hughes, Allen Webb, Bob Gray, Rich Owen, Nick Papageorge, Bill Rosica, Richard Lund, John Bloomquist, Ron Black, and Craig Ewing.

President Bergthold addressed the Board of Directors and Management Team, offering special thanks to EVP Craig Hughes along with thanks to Bryan Forbes and Rich Owen. Following his remarks, President Bergthold advised the addition of “Adopt Standard Chapter By-Laws” to Old Business in the Agenda. He requested a Motion to Approve the revised Agenda.

Motion & Second to Approve the Meeting Agenda. **Motion Approved.**

President Bergthold then requested a motion to approve the minutes of the previous Board Meeting.

Motion & Second to Approve the Minutes of the March 9, 2017 Board of Directors meeting in Sacramento, CA. **Motion Approved.**

President Gordon Bergthold advised that all of the Vice President reports were in the brochure which was posted on the FWD Website. Each Vice President discussed their Division.

Arizona Division VP John Bloomquist advised that the 2018 Arizona Division Contest was scheduled at the same time as Sweet Adeline Region 21 Contest.

Motion & Second to move the date of the 2018 Arizona Division Contest from April 21, 2018 to April 27-28, 2018. **Motion Approved.**

Craig Ewing, Music and Performance VP discussed the Senior Chorus Festival, Educational Programs, and Leadership Academy/Harmony College West.

Motion & Second to Continue offering Leadership Academy/Harmony College West. **Motion Approved.**

Motion & Second to have AHSOW responsible for the payment of the AHSOW room at Conventions. **Motion Approved.**

Motion & Second to Approve the Webcast at the FWD Convention. **Motion Approved.**

Motion & Second to remove the position of CSLT from the FWD Management Team, and remove the reference to CSLT from the Statement of Policy. **Motion Approved.**

Immediate Past President Allen Webb reviewed the edits he recommends in the Statement of Policy. (The edits are posted in the Summer Board Meeting brochure on the FWD Website.)

Contest & Judging VP Ron Black added additional edits from the Contest and Judging Section which will be moved to the Contest & Judging Manual.

Motion & Second to accept proposed changes to the SOP and recommend approval of changes to the Fall House of Delegates in Bakersfield. **Motion Approved.**

Motion & Second to Adopt the July 5, 2016 Edition of the BHS Standard District Bylaws. **Motion Approved.**

Immediate Past President Allen Webb representing the Nominating Committee delivered the "Slate of Officers for 2018.

Craig Hughes	President
Bill Rosica	Executive Vice President
Gordon Bergthold	Immediate Past President
Jim Maass	Secretary
Rich Owen	Treasurer

Dick Whitten	Northwest Division Vice President
Ron Black	Northeast Division Vice President
Brent Anderson	Southwest Division Vice President
Nick Papageorge	Southeast Division Vice President
Adam Kaufman	Arizona Division Vice President
Brett Littlefield	Contest & Judging Vice President
Craig Ewing	Music & Performance Vice President

Motion & Second to Approve the Slate of Officers for 2018 and recommend approval to the Fall House of Delegate. **Motion Approved**

Group discussion regarding Per Diem for Board, Management Team, Committee Chairman, and other FWD Officials who are required to be in attendance at meetings. The existing Per Diem information from the SOP is listed below.

10.4 EXPENSES OF DISTRICT OFFICIALS

MEMBERS OF THE FWD BOD, COMMITTEE CHAIRMEN AND OTHER OFFICIALS WHO MAY BE ELECTED OR APPOINTED, ARE ENTITLED TO REIMBURSEMENT FOR ACTUAL EXPENSES INCURRED IN THE CONDUCT OF THEIR RESPONSIBILITIES (INCLUDING REQUESTED ATTENDANCE AT MEETINGS OF THE FWD BOD) WITHIN THE LIMITS OF THEIR BUDGET AS FOLLOWS:

- A) STANDARD PUBLIC TRANSPORTATION FARES, INCLUDING TAX, OR A PER-MILE RATE APPROVED BY THE FWD BOD FOR USE OF AUTOMOBILE. (NOTE: THE PER-MILE REIMBURSEMENT DOES NOT INCLUDE TOLLS, PARKING CHARGES, ETC., THEREFORE SHOULD BE INCLUDED SEPARATELY ON THE EXPENSE VOUCHERS). REIMBURSEMENT FOR AUTO TRAVEL SHALL NOT EXCEED THE LOWEST ROUND-TRIP AIRFARE WHEN AVAILABLE.**
- B) BASIC COST OF HOTEL ROOM PLUS TAX, WHEN NECESSARY TO BE AWAY FROM HOME OVERNIGHT.**
- c) MEALS, WHEN REQUIRED, AT A PER DIEM AMOUNT APPROVED BY THE FWD BOD.**

FWD Treasurer Rich Own presented information he obtained from other District Treasurers and from the Society.

The BHS per diem rate is:

For International & Midwinter, we offer a per diem for food of \$50/day broken down at \$10 breakfast, \$15 lunch and \$25 dinner, but subtracting meals that are paid by the Society. For other events and travel, these have been guidelines, but more subject to manager discretion on approval (i.e., if remote staff come into town, they do not receive a per diem, but rather expense meals that should fall within these guides).

For mileage, our policy is \$0.30/mile capped at comparable air fare.

Motion & Second to adopt the Society Per Diem Language and Meal Cost as stated above. This will be used as clarification of the Far Western District Policy as stated in the Statement of Policy.

Motion Approved.

Group discussion led by FWD Treasurer Rich Owen for the 2018 Budget. The budget was based on history from past years as well as projections for 2018.

Budget Information below:

2018 Budget

		2010	2011	2012	2013	2014	2015	2016	2017 to date	2018 Summary Budget	Note
1											
2	Revenue										
3	500.00 - DUES	53,066.50	50,293.89	47,441.50	44,669.50	44,689.87	43,912.81	45,339.74	12,683.92	43,000.00	
4	501.00 - INTERN. PRELIMS										
5	501.00 - INTERN. PRELIMS - Other	1,317.25	0.00	546.44	4,075.19	4,970.50	32,468.71	25,867.50	28,115.00	30,000.00	
6	Total 501.00 - INTERN. PRELIMS	1,317.25	0.00	546.44	4,075.19	4,970.50	32,468.71	25,867.50	28,115.00	30,000.00	
7	502.00 - FALL CONVENTION										
8	502.30 Last Year	0.00	0.00	0.00	384.95	-			3,435.45		
9	502.00 - FALL CONVENTION - Other	7,871.30	18,106.19	15,477.67	17,865.83	16,021.24	60,827.50	52,365.00	-	55,000.00	
0	Total 502.00 - FALL CONVENTION	7,871.30	18,106.19	15,477.67	18,250.78	16,021.24	60,827.50	52,365.00	3,435.45	55,000.00	
1	503.00 - DIVISIONAL CONV										
2	503.10 - AZ-NV	2,124.87	2,560.29	1,377.61	1,297.86	1,433.20	9,561.94	11,132.50	8,677.50	9,000.00	
3	503.20 - SO CAL EAST	949.52	1,018.17	0.00	0.00	-	-	-	-	-	
4	503.30 - SO CAL WEST	1,741.00	0.00	0.00	4,068.59	-	22,830.00	-	25,535.00	-	
5	503.40 - NOR CAL WEST	436.56	0.00	1,673.64	0.00			21,289.25	-	24,000.00	
6	503.50 - NOR CAL EAST	0.00	1,438.99	1,333.43	0.00	2,158.13		-	-	-	
7	Total 503.00 - DIVISIONAL CONV	5,251.95	5,017.45	4,384.68	5,366.45	3,591.33	32,391.94	32,421.75	34,212.50	33,000.00	
8	504.00 - WESTUNES										
9	504.01 - ADS	695.00	820.00	780.00	310.00	230.00	-	150.00	-	-	
0	504.02 - SUBS	45.00	45.00	0.00	0.00		-		-	-	
1									-	-	
2	Total 504.00 - WESTUNES	740.00	865.00	780.00	310.00	230.00	-	150.00	-	-	
3	506.00 - OTHER										
4	506.00 - OTHER - Other	661.14	0.00	284.59	0.00	-	-	-	-	-	
5	Total 506.00 - OTHER	661.14	0.00	284.59	0.00	-	-	-	-	-	
6	506.02 - INTEREST	267.33	194.91	175.17	125.36	56.35	26.00	6.49		5.00	
7	506.03 - WEBCAST	444.60	1,655.00	1,623.00	1,290.00	664.40	842.40	1,900.00		1,000.00	
8	510 - Donations									-	
9	510.01 Donations Awards	0.00	40.00	45.00	40.00	40.00	-	40.00		-	
0	510.02 Donations Youth Educatio	0.00	766.50	246.00	0.00	-		-		-	
1	510.03 Donations NoCal Youth Ca	0.00	13,500.00	10,535.00	14,208.00	10,202.00	12,915.00	12,057.00		10,000.00	
2	510.31 - Donation LSEF Youth Camp					2,700.00	200.00	-	-	-	
3	510.04 Donors Choice	0.00	4,822.60	3,576.25	3,997.62	4,078.40	11,023.11	6,858.10	2,673.05	5,000.00	4
4	510.05 Donations-Harmony Found	0.00	0.00	8,175.50	4,235.70	1,000.00	150.00			10,000.00	
5	510 - Donations - Other	0.00	2,000.00	0.00	2,000.00	-	2,000.00	2,000.00	3,500.00		
6	Total 510 - Donations	0.00	21,129.10	22,577.75	24,481.32	18,020.40	26,288.11	20,955.10	6,173.05	25,000.00	
7	520.00 - Fees										
8	520.01 - NorCal Youth Camp	0.00	5,606.00	5,640.00	5,520.00	85.00	3,395.00	6,065.00	-	5,000.00	
9	520.02 - HCW	0.00	18,645.00	10,705.00	13,000.00	-	5,190.00	6,885.00	318.81	4,500.00	1
0	520.04 - Leadership Academy	0.00	3,215.00	3,600.00	9,009.00	-	870.00	1,121.53	520.00	750.00	1
1	520.05 Director Development	0.00	0.00	0.00	1,570.00	-			-	-	
2	Total 520.00 - Fees	0.00	27,466.00	19,945.00	29,099.00	85.00	9,455.00	14,071.53	838.81	10,250.00	
3	Total Revenue	69,620.07	124,727.54	113,235.80	127,667.60	88,329.09	206,212.47	193,077.11	85,458.73	197,255.00	

		2010	2011	2012	2013	2014	2015	2016	2017 to date	2018 Summary Budget	Note
44	Expense										
45	601.00 - HCW/LA EXPENSE	0.00	8,011.25	0.00	0.00			14,528.04	364.75	-	1
46	601.01 - ConvExp.SoCalWest	0.00	1,322.23	0.00	0.00			-	-	-	
47	601.10 - DS - District Spring						30,275.00	53,302.86	29,960.46	30,000.00	
48	601.20 - AZ - AZ Div Exp						7,965.00	10,301.88	9,583.01	9,000.00	3
49	601.30 - SC - SoCal Div Exp						19,625.74	-	20,926.25	-	
50	601.40 - DF - District Fall						46,025.00	44,435.00	-	40,000.00	
51	601.50 - NC - NorCal Div Exp							17,989.96	-	18,000.00	
52	602.00 - Fall Convention Exp					-		-	-	-	
53	602.10 - Conv Exp Webmaster					795.27	237.16	-	-	-	
54	602.23 Supplies	0.00	255.88	0.00	0.00			-	-	-	
55	602.00 - Fall Convention Exp - Other	0.00	122.38	0.00	197.60	343.99		-	-	-	
56	Total 602.00 - Event Expense	0.00	378.26	0.00	197.60	1,139.26	104,127.90	140,557.74	60,834.47	97,000.00	
57	603.00 - Webcast	0.00	1,561.77	975.00	1,115.10	1,374.20	590.20	906.00	-	600.00	
58	604.00 - BD MEETING							-			
59	604.01 - TRAVEL	5,310.63	5,379.41	4,864.63	6,833.98	6,911.27	9,425.54	6,807.25	2,494.17	7,000.00	
60	604.02 - MEALS	1,540.00	1,524.42	1,750.58	1,786.96	1,673.00	2,112.23	2,361.20	705.00	5,000.00	
61	604.03 - LODGING	5,366.96	6,043.20	7,090.34	8,571.16	7,011.17	8,928.61	10,149.49	5,234.36	10,000.00	
62	604.04 BD Meeting - Supplies	0.00	31.59	54.08	360.74	97.24	25.16		361.63	250.00	
63	604.00 - BD MEETING - Other	589.68	1,198.10	1,451.75	1,097.94	1,846.60	-	1,370.85	-	1,000.00	
64	Total 604.00 - BD MEETING	12,807.27	14,176.72	15,211.38	18,650.78	17,539.28	20,491.54	20,688.79	8,795.16	23,250.00	
65	607.01 - DIR DEVELOP										
66	607.012 - SEMINAR	0.00	0.00	0.00	2,173.34			-	-	-	
67	607.01 - DIR DEVELOP - Other	62.00	56.40	0.00	1,062.68	96.31		1,145.20	-	600.00	
68	607.21 - Director Scholarship	0.00	0.00	0.00	0.00	-	689.28	-	-	-	
69	Total 607.01 - DIR DEVELOP	62.00	56.40	0.00	3,236.02	96.31	689.28	1,145.20	-	600.00	
70	607.04 - FINANCIAL DEVEL CHR	413.90	0.00	0.00	0.00	-	-	-	-	-	
71	607.08 - C&J										
72	607.081 - SUPPLIES	0.00	0.00	744.64	0.00	71.41	383.42	-	195.68	200.00	
73	607.083 - Postage					30.62	-	-	-	-	
74	607.084 - TRAVEL	3,230.50	2,605.69	2,559.25	2,731.05	2,380.27	2,221.24	2,154.36	200.00	2,500.00	
75	607.085 - C&J CAT SCH	1,500.00	2,460.00	1,500.00	3,150.00	320.00		6,930.00	-	-	2
76	607.08 - C&J - Other	0.00	0.00	0.00	0.00			-	-	-	
77	Total 607.08 - C&J	4,730.50	5,065.69	4,803.89	5,881.05	2,802.30	2,604.66	9,084.36	395.68	2,700.00	
78	607.09 - YMIH										
79	607.090 - Youth Lodging Exp	0.00	0.00	0.00	0.00	110.89	-	-	-	-	
80	607.091 - SUPPLIES	0.00	0.00	0.00	205.80		-	-	-	-	
81	607.093 - TRAVEL	931.12	793.54	813.23	345.30	311.50	-	-	-	-	
82	607.094 - POSTAGE	48.28	0.00	0.00	0.00		-	-	-	-	
83	607.095 - AWARDS	299.06	2,242.00	1,396.00	1,100.00	1,305.80	1,100.00	1,329.96	1,395.40	1,500.00	
84	607.096 - NoCal Youth Camp	0.00	16,480.03	16,340.04	16,105.50	5,508.36	17,046.04	19,197.69	-	21,000.00	
85	607.096 Youth Festival Grants	0.00	0.00	500.00	1,000.00	500.00	500.00	500.00	500.00	500.00	
86	607.09 - YMIH - Other	150.00	500.00	0.00	0.00		500.00	405.00	-	-	
87	Total 607.09 - YMIH	1,428.46	20,015.57	19,049.27	18,756.60	7,736.55	19,146.04	21,432.65	1,895.40	23,000.00	
88											
89	Total 607.098 - LSEF - FWD YIH Camps	0.00	0.00	0.00	0.00	-	10,200.00	-	-	-	
90	607.10 - EVENTS										
91	607.101 - SUPPLIES	85.98	340.35	0.00	327.39	165.60	127.90	537.26	-	500.00	
92	607.102 - TRAVEL	2,362.83	2,708.69	697.53	3,009.15	320.20	29.50	-	545.17	750.00	
93	607.105 - POSTAGE	0.00	10.00	0.00	9.24			-	-	-	
94	607.10 - EVENTS - Other	750.00	0.00	0.00	84.62	100.00		1,809.01	-	250.00	
95	Total 607.10 - EVENTS	3,198.81	3,059.04	697.53	3,430.40	585.80	157.40	2,346.27	545.17	1,500.00	

		2010	2011	2012	2013	2014	2015	2016	2017 to date	2018 Summary Budget	Note
96	607.11 - MUSIC & PERF										
97	607.110 - CHAPT COACHING	150.00	906.90	150.00	435.65		-	525.10	-	500.00	
98	607.113 - TRAVEL	418.80	368.60	688.02	351.40	-	162.92	-	-		
99	607.117 - HARMONY COLLEGE WEST	494.87	18,811.09	16,129.51	13,836.48		15,791.59	-	-	2,500.00	
100	607.11 - MUSIC & PERF - Other	0.00	0.00	0.00	0.00	120.95		-	-		
101	Total 607.11 - MUSIC & PERF	1,063.67	20,086.59	16,967.53	14,623.53	120.95	15,954.51	525.10	-	3,000.00	
102	607.12 - MKTG & PR										
103	607.123 - PROMO MATERIALS	0.00	0.00	695.00	0.00			-	-		
104	607.124 - WEB EXPENSES	1,110.30	1,156.96	1,280.32	2,949.13	1,894.37	2,286.32	3,423.85	-	2,750.00	5
105	607.127 - Travel	0.00	398.86	463.35	394.70	-		484.96	896.67	1,000.00	
106	708.00 - WESTUNES							-	-		
107	708.01 - TELEPHONE	743.52	576.28	583.86	703.53	600.38	704.20	656.76	-	750.00	
108	708.02 - POSTAGE	5,272.53	3,500.00	2,250.00	0.00	-		-	-		
109	708.03 - TRAVEL	901.15	958.62	1,522.98	439.08	1,819.27	67.00	924.00	-	750.00	
110	708.05 - SUPPLIES	0.00	0.00	97.00	0.00			373.00	-	420.00	
111	708.06 - PRINTING	4,564.48	4,516.48	3,459.36	0.00			-	-		
112	708.07 - MAILING LIST	0.00	1,536.51	950.49	0.00			-	-		
113	708.00 - WESTUNES - Other	0.00	0.00	0.00	0.00			96.20	-	100.00	
114	Total 708.00 - WESTUNES	11,481.68	11,087.89	8,863.69	1,142.61	2,419.65	771.20	5,958.77	896.67	5,770.00	
115	607.12 - MKTG & PR - Other	769.16	0.00	0.00	0.00			-			
116	Total 607.12 - MKTG & PR	13,361.14	12,643.71	11,302.36	4,486.44	4,314.02	3,057.52	5,958.77	896.67	5,770.00	
117	607.18 - MEMBERSHIP										
118	607.17 - SUNSHINE	161.60	0.00	0.00	0.00	-	-	-	-	100.00	
119	607.181 - SUPPLIES	0.00	0.00	36.59	46.01	-	-	-	-		
120	607.184 - TRAVEL	0.00	0.00	1,260.19	651.58	-	-	-	-		
121	607.185 - Learn to Sing	0.00	142.54	0.00	143.30	-	-	-	-		
122	607.18 - MEMBERSHIP - Other	0.00	0.00	0.00	0.00	-	-	-	-		
123	Total 607.18 - MEMBERSHIP	161.60	142.54	1,296.78	840.89	-	-	-	-	100.00	
124	607.20 - LEADERSHIP FORUM - BHS	4,225.98	3,202.13	4,500.00	2,539.81	4,557.00	2,834.20	1,978.42	880.00	2,500.00	
125	607.99 - MISC COMMITTEES	0.00	0.00	11.00	0.00	-		-	-		
126	608.00 - Donations							-	-		
127	608.01 Harmony Foundation	0.00	0.00	8,300.00	10,000.00	-	20,000.00	-	-	10,000.00	
128	608.10 - FWD Outreach Endow	0.00	0.00	0.00	0.00	-	31,500.00	-	-		
129	Total 608.00 - Donations	0.00	0.00	8,300.00	10,000.00	-	51,500.00	1,978.42	-	10,000.00	
130	609.00 - MISC EXP	60.80	270.00	0.00	0.00			-	-		
131	609.01 - Dues Collection Fees	2,116.66	2,011.76	1,897.66	1,786.78	1,787.50	1,750.92	1,811.59	507.36	1,750.00	
132	609.02 - Merchant Acct Fees	0.00	0.00	0.00	517.04	606.55	3,363.43	3,890.55	1,835.81	3,600.00	
133	610.00 - INTERN. QT TRAVEL	2,763.15	2,761.85	2,433.60	2,425.15	2,410.20	2,462.79	2,462.85	698.10	2,500.00	
134	611.00 - INTERN CH TRAVEL	6,376.50	6,373.50	5,616.00	5,596.50	5,562.00	5,508.07	5,683.50	1,611.00	6,000.00	
135	612.00 - COLLEGE QT TRAVEL	0.00	0.00	0.00	450.00			-	-	500.00	
136	617.01 - CONV ACT CHAIRMAN	1,390.15	1,239.29	668.82	445.68			-	-	-	
137	622.00 - Gov't Fees	0.00	285.00	60.00	80.00	60.00	70.50	60.00	40.50	50.00	
138	Total Misc Expense								4,692.77	14,400.00	
139	700.00 - PRESIDENT							-			
140	600.00 - AWARDS										
141	607.02 - COMMITTEE	579.38	924.42	1,298.48	239.04	862.54		507.23	-		
142	600.00 - AWARDS - Other	1,060.05	343.10	555.94	761.88	1,207.06	793.44	492.57	219.67	500.00	
143	Total 600.00 - AWARDS	1,639.43	1,267.52	1,854.42	1,000.92	2,069.60	793.44	999.80	219.67	500.00	
144	607.03 - NOMINATING	564.99	0.00	148.25	0.00	-		-	-		
145	607.07 - LONG RANGE PLANNING	0.00	136.88	0.00	0.00	-		-	-		
146	607.16 - HALL OF FAME	433.18	41.41	27.71	0.00	297.46	181.82	411.09	-	500.00	
147	700.03 - TRAVEL	753.68	612.72	547.12	385.50	-	-	-	-		
148	700.04 - INTERNATIONAL EXP	2,246.72	1,491.42	2,525.44	2,750.33	1,050.90	3,664.36	2,145.59	-	2,500.00	
149	700.05 - PRES MID-WINTER EXP	0.00	0.00	0.00	0.00	-	1,461.46	-	-	1,000.00	
150	700.00 - PRESIDENT - Other	888.78	0.00	0.00	122.07			729.97	-	1,000.00	
151	Total 700.00 - PRESIDENT	6,526.78	3,549.95	5,102.94	4,258.82	3,417.96	6,101.08	4,286.45	-	5,000.00	

1		2010	2011	2012	2013	2014	2015	2016	2017 to date	2018 Summary Budget	Note
152	701.00 - Immeidate Past Pres					156.49	50.00	-	-	200.00	
153	703.00 - EVP										
154	703.03-Trl & Meals	352.82	1,941.44	2,714.96	4,037.10	1,804.21	2,308.83	339.96	569.00	1,000.00	
155	703.06 - EVP Mid-Winter					1,457.02	1,954.15	1,162.05	1,483.58	1,000.00	
156	703.00 - EVP - Other	0.00	0.00	0.00	59.03			2,010.06	-	250.00	
157	Total 703.00 - EVP	352.82	1,941.44	2,714.96	4,096.13	3,261.23	4,262.98	3,512.07	2,052.58	2,250.00	
158	704.00 - DVP										
159	704.10 - DVP AZ							-	-		
160	704.12-POSTAGE	0.00	2.75	0.00	0.00	-		-	-		
161	704.13-TRAVEL	326.86	593.70	327.04	79.80	-	244.41	-	-	200.00	
162	704.10 - DVP AZ - Other	0.00	0.00	0.00	0.00	-		-	-		
163	Total 704.10 - DVP AZ	326.86	596.45	327.04	79.80	-	244.41	-	-	200.00	
164	704.20-DVP So Cal East										
165	704.23-TRAVEL	0.00	0.00	129.60	262.20	107.10	245.20	-	171.60	200.00	
166	704.24-SUPPLIES	0.00	0.00	0.00	44.79			-	-		
167	704.20-DVP So Cal East - Other	0.00	0.00	0.00	0.00			-	-		
168	Total 704.20-DVP So Cal East	0.00	0.00	129.60	306.99	107.10	245.20	-	171.60	200.00	
169	704.30-DVP SO CAL W										
170	704.33-TRAVEL	84.00	108.47	0.00	83.40	-	-	-	-	200.00	
171	704.30-DVP SO CAL W - Other	50.00	0.00	0.00	0.00	-	-	-	-		
172	Total 704.30-DVP SO CAL W	134.00	108.47	0.00	83.40	-	0.00	-	-	200.00	
173	704.40-DVP NOR CAL W										
174	704.40-DVP NOR CAL W - Other	0.00	0.00	0.00	0.00	-	-	-	-	200.00	
175	Total 704.40-DVP NOR CAL W	0.00	0.00	0.00	0.00	-	0.00	-	-	200.00	
176	704.50-DVP NOR CAL EAST										
177	704.52-POSTAGE	0.00	43.75	0.00	0.00	-	-	-	-		
178	704.53-TRAVEL	362.98	0.00	102.00	0.00	-	-	343.02	-	200.00	
179	704.54 - SUPPLIES	38.29	0.00	0.00	0.00	-	-	-	-		
180	704.50-DVP NOR CAL EAST - Other	0.00	0.00	0.00	0.00	-	-	-	-		
181	Total 704.50-DVP NOR CAL EAST	401.27	43.75	102.00	0.00	0.00	0.00	343.02	-	200.00	
182	Total 704.00 - DVP	862.13	748.67	558.64	470.19	107.10	489.61	343.02	171.60	1,000.00	
183	705.00 - SECRETARY										
184	705.01 - TELEPHONE	137.52	0.00	0.00	0.00			-	-		
185	705.02 - POSTAGE	39.35	0.00	0.00	0.00	54.50	48.75	46.75	-	50.00	
186	705.03 - SUPPLIES	205.41	72.90	151.73	154.56	77.58	165.41	74.40	-	150.00	
187	705.00 - SECRETARY - Other	33.32	0.00	0.00	0.00		170.92	-	-		
188	Total 705.00 - SECRETARY	415.60	72.90	151.73	154.56	132.08	385.08	121.15	-	200.00	
189	706.00 - TREASURER										
190	706.02 - POSTAGE	0.00	0.00	17.99	0.00	38.06	87.45	64.34	111.05	50.00	
191	706.03 - SUPPLIES	0.00	41.19	0.00	43.47	38.78	79.72	252.53	-	150.00	
192	706.00 - TREASURER - Other	0.00	0.00	105.00	0.00		25.00	-	100.00		6
193	Total 706.00 - TREASURER	0.00	41.19	122.99	43.47	76.84	192.17	316.87	211.05	200.00	
194	709.00 - CHAPTER SUPPORT										
195	606.00 - Leadership Academy	993.46	3,942.97	2,890.02	6,315.62	-	1,825.04	-	-	2,500.00	
196	707.00 - Coaching Exp					150.00	30.00	-	-		
197	709.4 - TRAVEL	1,385.65	1,014.65	882.05	414.70			-	-		
198	709.00 - CHAPTER SUPPORT - Other	0.00	0.00	0.00	640.54		251.80	75.00	-		
199	Total 709.00 - CHAPTER SUPPORT	2,379.11	4,957.62	3,772.07	7,370.86	150.00	2,106.84	75.00	-	2,500.00	

		2010	2011	2012	2013	2014	2015	2016	2017 to date	2018 Summary Budget	N o t e
1											
200	Total Expense	64,697.03	113,975.07	106,214.15	111,453.40	57,993.84	258,096.72	227,186.35	81,590.22	196,270.00	
201		4,923.04	10,752.47	7,021.65	16,214.20	30,335.25	(51,884.25)	(34,109.24)	3,868.51	985.00	
202											
203											
204											
205											
206											
207	Notes To Budget forecast and actual results YTD 2016										
208	1 With regional HCW & Leadership Academy training for the end of 2017 - the budget is forecast as a break even.										
209	2 Category School expense occurs bi-annually - no expense forecast for 2017										
210	3 Payment of \$1300 to host chapter is pending; they already received program ad income of \$200										
211	4 Second half 2017 Donor's choice is to be received at Bakersfield 2017 Fall Convention.										
212	5 Incorporated David Melville's estimates for 2018										
213	6 \$100 minimum funds held at PayPal										
214											
215											
216											
217											
218											

Motion & Second to accept the 2018 Budget and recommend the Approval of the Budget by the House of Delegates at the Fall Meeting in Bakersfield.
Motion Approved.

Discussion of Contest Entry Fees, and problems associated with making change at convention for those not pre-registered.

Motion & Second to adopt fees of \$70, \$60, & \$50 for Division Contests. These are recommended figures. Fees are to be divisional by Two and will be rounded up to even Five Dollars. **Motion Approved.**

The Quartet and Chorus drawing was completed.

For the Good of the Order: Many Thank You Messages to all. Special Thank You to Masters of Harmony for their help with the SoCal East & West Contest.

President Gordon Berghold adjourned the meeting at 5:41PM Next FWD Board meeting October 19, 2017 in Bakersfield CA. Respectfully Submitted

Bob Gray
FWD Secretary

Board of Directors Meeting Agenda

FAR WESTERN DISTRICT

Board Meeting Agenda

Marriott Hotel

801 Truxtun Ave, Bakersfield, CA 93301

October 19, 2017--- 2:00 PM

- | | |
|---|---------------------------|
| 1. Call to Order | Gordon Bergthold |
| 2. The Old Songs | Allan Webb |
| 3. Invocation | Richard Lund |
| 4. Roll Call | Bob Gray |
| 5. Opening Remarks | Gordon Bergthold |
| 6. Approval of Agenda | Gordon Bergthold |
| 7. Approval of Minutes June 17, 2017 (Summer) | Gordon Bergthold |
| 8. Introduction of Guests | Gordon Bergthold |
| 9. Vice Presidents Reports | |
| 10. VP Division 1 Southwest | Brent Anderson |
| 11. VP Division 2 Southeast | Nick Papageorge |
| 12. VP Division 3 Northwest | Bill Rosica |
| 13. VP Division 4 Northeast | Richard Lund |
| 14. VP Division 5 Arizona | John Bloomquist |
| 15. VP Contest & Judging | Ron Black |
| 16. VP Music & Performance | Craig Ewing |
| District Management Team | Craig Hughes |
| • Youth in Harmony | |
| • b. Events | Bryan Forbes |
| • c. Marketing & Public Relations | David Melville |
| • d. Membership | Bill Rosica |
| New Business | |
| • a. Nominating Committee | Bernard Priceman |
| • b. Finance Review | Rich Owen |
| • c. LA/Harmony College W. Craig | Craig Hughes/Craig Ewing |
| • d. Various Miscellaneous Issues | Gordon Bergthold |
| 17. Budget Planning | Rich Owen & Board Members |
| 18. For the Good of the Order | ALL |
| 19. Keep the Whole World Singing | Nick Papageorge |
| 20. Adjourn | Gordon Bergthold |

HOD Order of Business

FAR WESTERN DISTRICT HOUSE OF DELEGATES ORDER OF BUSINESS

Rabobank Arena

1:30 PM FRIDAY -- OCTOBER 20, 2017

Call To Order

- | | |
|---|---------------------------|
| • Pledge of Allegiance | Gordon Bergthold |
| • "The Star-Spangled Banner" | Craig Hughes |
| • "The Old Songs" | Ron Black |
| • Invocation | Nick Papageorge |
| • Welcome | Bill Rosica |
| • Introduction | Gordon Bergthold |
| • Past Presidents | |
| • Other Dignitaries | |
| • District Officers | |
| • Roll Call | Bob Gray |
| • District President's Remarks | Gordon Bergthold |
| • Approval of the Agenda | Gordon Bergthold |
| • Approval of previous minutes | Gordon Bergthold |
| • Nominating Committee Report | Bernard Priceman |
| • Election of Officers | Gordon Bergthold |
| • Installation of Officers | Marty Monson |
| • Memorial to Departed Members | Bob Gray (Don't Tell Mom) |
| • Receipt of HOD Reports | Gordon Bergthold |
| • Additional Officer/Committee reports | Gordon Bergthold |
| • Old Business | Gordon Bergthold |
| • New Business | Gordon Bergthold |
| • Changes to SOP Approved by Board | Allan Webb |
| • Changes to SOP re: District Conventions | Ron Black |
| • Approval of the 2017 Budget | Rich Owen |
| • BOD Highlights | Gordon Bergthold |
| • Society Update | Marty Monson |
| • Harmony Foundation Update | Perry White |
| • Awards | Chuck Hunter |
| • Future Convention Update | Bryan Forbes |
| • Next Meeting time/Location | Gordon Bergthold |
| • Keep the Whole World Singing | Allan Webb |
| • Adjourn | Gordon Bergthold |

Board of Directors Reports



Bob Gray, Secretary

Here we are at the Fall District Convention and HOD Meeting. This is my final meeting as your Far Western District Secretary. It has been my pleasure for the past four years to serve under President Allan Webb, and for the last two years under the leadership of President Gordon “Mongo” Bergthold. Under their leadership, your Far Western District continues to be leaders in the Society.

During this time, many changes have been implemented in the District and the Society. The new “Member Center” which recently replaced Ebiz will make your Chapter Leaders jobs a little easier. It involves a learning experience, but your Leaders will have better access to reports, and our Member’s information will be better secured.

By now, your Chapter Election of Officers should be completed. A reminder to Chapter Secretaries, input the new Leaders into the Member Center as soon as possible. Also, all chapters need to make sure that you IRS 990, Financial Review, and State Incorporation Filings are complete. They are not complete until the information has been posted and submitted to Nashville. If you need help, contact the Customer Service Department customerservice@barbershop.org. With the end of the year rapidly approaching, remember each Chapter must complete their ASCAP report and payment by the end of the year. You must submit a report regardless of whether your Chapter did any shows.

You have been hearing a lot about taking care of your required postings. There are now 69 Chapters in the Far Western District. Eighteen (18) of those Chapters are Non-Compliant with their IRS 990 Filings. Twenty-Three (23) Chapters have not completed their State Incorporation Filings, and Thirty (30) have not completed their annual Financial Review. On the report I received in August, there were only Twenty-Seven (27) Chapters in “**Good Standing**”. Eleven (11) Chapters are “**At Risk**”, while Two (2) ; Crescenta Valley and Apple Valley have been “**Suspended**”, Four Chapters, Lompoc, Long Beach, Casa Grande, and Laguna Hills have had their “**Charters Revoked**”, and One; Santa Barbara is in the process of “Voluntary Disillusion” . Conejo Valley and Ventura are in the process of merging. When you look at these numbers, it is obvious that less than half of the Chapters in the District are completing everything that is required of them.

This poor showing should point out to everyone why your Chapter Leaders should be attending their Leadership Academies in their Division. If you can't make the one in your Division, go to one of the others that are posted on the FWD Calendar. November 4, 2017 is the Southeast/Southwest Leadership Academy and Harmony Academy. The Northeast/Northwest is on November 18th. Help is also available if you go to the BHS Member Center <https://members.barbershop.org/> . Click on Help & Tutorials on the left side of the screen. The newly updated “Chapter Secretary Manual” was scheduled to be published on line on September 22nd.



Rich Owen, Treasurer

Far Western District – Barbershop Harmony Society

Financial Report as of August 31, 2017

Financial reports for the FWD Board of Directors and the FWD House of Delegates

The following reports are included:

- 2018 Proposed Budget for HOD approval
- 2017 Balance Sheet as of August 31, 2017
- 2017 August YTD Operating Results
- 2017 Operating Results by Class (activity) August 31, 201 YTD
- 2017 vs. 2016 Operating Results comparison YTD

Operating results have been more positive this year. While there were modest losses at the NorCal and AZ divisional, these losses were partially offset by the modest profit from the SoCal divisional. We are anticipating a good turn-out for the fall convention in Bakersfield, so the year looks like it will end on a positive note. The year-to-date comparison report (2017 vs. 2016) was included so the curious could see the differences between the two years; some are dramatic, but many of the operating items are very similar. The proposed budget for 2018 was adopted by the Board at our June meeting after a lengthy debate over items. It is a balanced budget, and I recommend that the House of Delegates approve/adopt that budget for 2018.

We lost one chapter during this year. The Carson City chapter disbanded and the balance of the moneys they had in their checking account was transfer to the Far Western District last month.

The 2016 California tax return was timely filed in May but I ran out of time to get the federal return completed. I requested and received an extension to file until November 15, 2017, but I plan on having the return filed before the Board's October meeting in Bakersfield.

Chapter compliance with reporting requirements of the state (Franchise Tax Board for tax returns; Secretary of State's office for corporate officers and Attorney General's office for Registry of Charitable Trusts) continues to be a struggle for some chapters. Our former Treasurer Max Bates maintained an comprehensive spreadsheet of the status of chapters in the FWD; I will attempt to have that spreadsheet current by the October meeting.

Respectfully submitted,
Richard D. Owen

Richard D. Owen
Treasurer, FWD
richowen@bak.rr.com
cell: 818-749-6308

2018 Proposed Budget

	2018 Summary Budget		2018 Summary Budget
Revenue		Expense	
500.00 - DUES	43,000.00	601.00 - HCW/LA EXPENSE	
501.00 - INTERN. PRELIMS		601.01 - ConvExp.SoCalWest	-
501.00 - INTERN. PRELIMS - Other	30,000.00	601.10 - DS - District Spring	30,000.00
Total 501.00 - INTERN. PRELIMS	30,000.00	601.20 - AZ - AZ Div Exp	9,000.00
502.00 - FALL CONVENTION		601.30 - SC - SoCal Div Exp	
502.30 Last Year		601.40 - DF - District Fall	40,000.00
502.00 - FALL CONVENTION - Other	55,000.00	601.50 - NC - NorCal Div Exp	18,000.00
Total 502.00 - FALL CONVENTION	55,000.00	602.00 - Fall Convention Exp	-
503.00 - DIVISIONAL CONV		602.10 - Conv Exp Webma	-
503.10 - AZ-NV	9,000.00	602.23 Supplies	-
503.20 - SO CAL EAST	-	602.00 - Fall Convention B	-
503.30 - SO CAL WEST	-	Total 602.00 - Event Expense	97,000.00
503.40 - NOR CAL WEST	24,000.00	603.00 - Webcast	600.00
503.50 - NOR CAL EAST		604.00 - BD MEETING	
Total 503.00 - DIVISIONAL CONV	33,000.00	604.01 - TRAVEL	7,000.00
504.00 - WESTUNES		604.02 - MEALS	5,000.00
504.01 - ADS	-	604.03 - LODGING	10,000.00
504.02 - SUBS	-	604.04 BD Meeting - Supp	250.00
	-	604.00 - BD MEETING - O	1,000.00
Total 504.00 - WESTUNES	-	Total 604.00 - BD MEETING	23,250.00
506.00 - OTHER		607.01 - DIR DEVELOP	
506.00 - OTHER - Other	-	607.012 - SEMINAR	-
Total 506.00 - OTHER	-	607.01 - DIR DEVELOP - C	600.00
506.02 - INTEREST	5.00	607.21 - Director Scholars	-
506.03 - WEBCAST	1,000.00	Total 607.01 - DIR DEVELOP	600.00
510 - Donations	-	607.04 - FINANCIAL DEVEL CHR	
510.01 Donations Awards	-	607.08 - C&J	
510.02 Donations Youth Educatio	-	607.081 - SUPPLIES	200.00
510.03 Donations NoCal Youth Ca	10,000.00	607.083 - Postage	-
510.31 - Donation LSEF Youth Camp	-	607.084 - TRAVEL	2,500.00
510.04 Donors Choice	5,000.00	607.085 - C&J CAT SCH	
510.05 Donations-Harmony Found	10,000.00	607.08 - C&J - Other	-

Total 607.098 - LSEF - FWD YIH Camps	
607.10 - EVENTS	
607.101 - SUPPLIES	500.00
607.102 - TRAVEL	750.00
607.105 - POSTAGE	
607.10 - EVENTS - Other	250.00
Total 607.10 - EVENTS	1,500.00
607.11 - MUSIC & PERF	
607.110 - CHAPT COACHING	500.00
607.113 - TRAVEL	
607.117 - HARMONY COLLEGE WEST	2,500.00
607.11 - MUSIC & PERF - Other	
Total 607.11 - MUSIC & PERF	3,000.00
607.12 - MKTG & PR	
607.123 - PROMO MATERIALS	
607.124 - WEB EXPENSES	2,750.00
607.127 - Travel	1,000.00
708.00 - WESTUNES	
708.01 - TELEPHONE	750.00
708.02 - POSTAGE	
708.03 - TRAVEL	750.00
708.05 - SUPPLIES	420.00
708.06 - PRINTING	
708.07 - MAILING LIST	
708.00 - WESTUNES - Other	100.00
Total 708.00 - WESTUNES	5,770.00
607.12 - MKTG & PR - Other	
Total 607.12 - MKTG & PR	5,770.00
607.18 - MEMBERSHIP	
607.17 - SUNSHINE	100.00
607.181 - SUPPLIES	
607.184 - TRAVEL	
607.185 - Learn to Sing	
607.18 - MEMBERSHIP - Other	
Total 607.18 - MEMBERSHIP	100.00
607.20 - LEADERSHIP FORUM - BHS	2,500.00
607.99 - MISC COMMITTEES	

700.00 - PRESIDENT	
600.00 - AWARDS	
607.02 - COMMITTEE	
600.00 - AWA	500.00
Total 600.00 - AWARDS	500.00
607.03 - NOMINATING	
607.07 - LONG RANGE PLANNING	
607.16 - HALL OF FAME	500.00
700.03 - TRAVEL	
700.04 - INTERNATIONAL	2,500.00
700.05 - PRES MID-WINTER	1,000.00
700.00 - PRESIDENT - Other	1,000.00
Total 700.00 - PRESIDENT	5,000.00
701.00 - Immeidate Past Pres	200.00
703.00 - EVP	
703.03-Trl & Meals	1,000.00
703.06 - EVP Mid-Winter	1,000.00
703.00 - EVP - Other	250.00
Total 703.00 - EVP	2,250.00
704.00 - DVP	
704.10 - DVP AZ	
704.12-POSTAGE	
704.13-TRAV	200.00
704.10 - DVP AZ - Other	
Total 704.10 - DVP AZ	200.00
704.20-DVP So Cal East	
704.23-TRAV	200.00
704.24-SUPPLIES	
704.20-DVP So Cal East - Other	
Total 704.20-DVP So Cal East	200.00
704.30-DVP SO CAL W	
704.33-TRAV	200.00
704.30-DVP SO CAL W - Other	
Total 704.30-DVP SO CAL W	200.00
704.40-DVP NOR CAL W	
704.40-DVP NOR CAL W	200.00
Total 704.40-DVP NOR CAL W	200.00

608.00 - Donations	
608.01 Harmony Foundation	10,000.00
608.10 - FWD Outreach Endow	
Total 608.00 - Donations	10,000.00
609.00 - MISC EXP	
609.01 - Dues Collection Fees	1,750.00
609.02 - Merchant Acct Fees	3,600.00
610.00 - INTERN. QT TRAVEL	2,500.00
611.00 - INTERN CH TRAVEL	6,000.00
612.00 - COLLEGE QT TRAVEL	500.00
617.01 - CONV ACT CHAIRMAN	-
622.00 - Gov't Fees	50.00
Total Misc Expense	14,400.00

704.50-DVP NOR CAL EAST	
704.52-POSTAGE	
704.53-TRAV	200.00
704.54 - SUPPLIES	
704.50-DVP NOR CAL EAST - Other	
Total 704.50-DVP NOR CAL EAST	200.00
Total 704.00 - DVP	1,000.00
705.00 - SECRETARY	
705.01 - TELEPHONE	
705.02 - POSTAGE	50.00
705.03 - SUPPLIES	150.00
705.00 - SECRETARY - Other	
Total 705.00 - SECRETARY	200.00
706.00 - TREASURER	
706.02 - POSTAGE	50.00
706.03 - SUPPLIES	150.00
706.00 - TREASURER - Other	
Total 706.00 - TREASURER	200.00
709.00 - CHAPTER SUPPORT	
606.00 - Leadership Acad	2,500.00
707.00 - Coaching Exp	
709.4 - TRAVEL	
709.00 - CHAPTER SUPPORT - Other	
Total 709.00 - CHAPTER SUPPORT	2,500.00
Total Expense	196,270.00
Surplus	985.00

Balance Sheet as of 8/31/17

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09/02/17

Accrual Basis

FWD

Balance Sheet

As of August 31, 2017

	Aug 31, 17
ASSETS	
 Current Assets	
Checking/Savings	
FWD-CHECKING	93,720.04
Total Checking/Savings	93,720.04
Total Current Assets	93,720.04
Other Assets	
111.10 - Prepaid	4,879.50
Total Other Assets	4,879.50
TOTAL ASSETS	98,599.54
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
449.00 - Quartet travel	-546.00
450.00 - Chorus travel	-1,260.10
453.10 - DS15 <u>Advanced Reg</u>	100.00
Total Other Current Liabilities	-1,706.10
Total Current Liabilities	-1,706.10
Total Liabilities	-1,706.10
Equity	
446.00 - Youth Ed	2,471.25
447.00 - NOR CAL YOUTH CAMP	12,924.23
451.00 - Surplus 12/31/2010	66,518.88
Retained Earnings	-8,658.28
Net Income	27,049.56
Total Equity	100,305.64
TOTAL LIABILITIES & EQUITY	98,599.54

□

YTD Profit & Loss by Class

09/04/17
Accrual Basis

Profit & Loss by Class January through August 2017



	AZ - Arizona Dix	AZ Leadership Academy	BHS	DF - Fall	DS-Spring	FWD BOD Meetings
Ordinary Income/Expense						
Income						
500.00 - DUES	0.00	0.00	22,503.93	0.00	0.00	0.00
501.00 - SRING PRELIMS REV						
501.05 - Program Ads	0.00	0.00	0.00	0.00	850.00	0.00
501.10 Coaching Deposit	0.00	0.00	0.00	0.00	20.00	0.00
501.00 - SRING PRELIMS REV - Other	0.00	0.00	0.00	0.00	27,245.00	0.00
Total 501.00 - SRING PRELIMS REV	0.00	0.00	0.00	0.00	28,115.00	0.00
502.00 - FALL CONVENTION REV						
502.30 Last Year	0.00	0.00	0.00	3,435.45	0.00	0.00
502.00 - FALL CONVENTION REV - Other	0.00	0.00	0.00	23,000.00	0.00	0.00
Total 502.00 - FALL CONVENTION REV	0.00	0.00	0.00	26,435.45	0.00	0.00
503.00 - DIVISIONAL CONV						
503.10 - AZ	8,677.50	0.00	0.00	0.00	0.00	0.00
503.30 - SO CAL WEST	0.00	0.00	0.00	0.00	0.00	0.00
Total 503.00 - DIVISIONAL CONV	8,677.50	0.00	0.00	0.00	0.00	0.00
510 - Donations						
510.03 - Donations NorCal Camp	0.00	0.00	0.00	0.00	0.00	0.00
510.04 - Donors Choice HF	0.00	0.00	2,673.05	0.00	0.00	0.00
510.06 - Donations-Spring Conv.	0.00	0.00	0.00	0.00	0.00	0.00
Total 510 - Donations	0.00	0.00	2,673.05	0.00	0.00	0.00
520.00 - Fees						
520.01 - NorCal Youth Camp	0.00	0.00	0.00	0.00	0.00	0.00
520.04 - Leadership Academy						
520.041 - Fees Ldr Acad - AZ	0.00	-80.00	0.00	0.00	0.00	0.00
520.043 - Fees Ldr Acad - NorCa	0.00	0.00	0.00	0.00	0.00	0.00
Total 520.04 - Leadership Academy	0.00	-80.00	0.00	0.00	0.00	0.00
Total 520.00 - Fees	0.00	-80.00	0.00	0.00	0.00	0.00
520.02 - HCW / LA	0.00	0.00	0.00	0.00	0.00	0.00
Total Income	8,677.50	-80.00	25,176.98	26,435.45	28,115.00	0.00
Expense						
106 - PayPalCash reserve	0.00	0.00	0.00	0.00	0.00	0.00
506.04 - Transfers Closed Chapt	0.00	0.00	0.00	0.00	0.00	0.00
601.00 - HCW/LA Expense						
709.10 - Leadership Academy						
709.13 - LA - NorCal	0.00	0.00	0.00	0.00	0.00	0.00

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Accrual Basis

FWD
Profit & Loss by Class
January through August 2017

	AZ - Arizona Div	AZ Leadership Academy	BHS	DF - Fall	DS - Spring	FWD BOD Meetings
Total 709.10 - Leadership Academy	0.00	0.00	0.00	0.00	0.00	0.00
Total 601.00 - HCW/LA Expense	0.00	0.00	0.00	0.00	0.00	0.00
601.10 - DS15 - District Spring						
Judges-Meals	0.00	0.00	0.00	0.00	598.76	0.00
Judges-Misc	0.00	0.00	0.00	0.00	485.35	0.00
Judges Travel	0.00	0.00	0.00	0.00	3,139.94	0.00
601.10 - DS15 - District Spring - Other	0.00	0.00	0.00	0.00	25,736.41	0.00
Total 601.10 - DS15 - District Spring	0.00	0.00	0.00	0.00	29,960.46	0.00
601.20 - AZ15 - AZ Div Exp						
Judges-Meals	541.00	0.00	0.00	0.00	0.00	0.00
Judges-Misc	511.08	0.00	0.00	0.00	0.00	0.00
Judges Travel	2,111.36	0.00	0.00	0.00	0.00	0.00
601.20 - AZ15 - AZ Div Exp - Other	7,278.28	0.00	0.00	0.00	0.00	0.00
Total 601.20 - AZ15 - AZ Div Exp	10,441.72	0.00	0.00	0.00	0.00	0.00
601.30 - SC15 - SoCal Div Exp						
601.30.01Judges-Travel	0.00	0.00	0.00	0.00	0.00	0.00
<u>601.30.02 Judges-Meals</u>	0.00	0.00	0.00	0.00	0.00	0.00
<u>601.30.03 Judges-Misc.</u>	0.00	0.00	0.00	0.00	0.00	0.00
601.30 - SC15 - SoCal Div Exp - Other	0.00	0.00	0.00	0.00	0.00	0.00
Total 601.30 - SC15 - SoCal Div Exp	0.00	0.00	0.00	0.00	0.00	0.00
602.00 - Fall Convention Exp						
601.40 - DF15 - District Fall						
Judges-Meals	0.00	0.00	0.00	480.00	0.00	0.00
Judges-Misc	0.00	0.00	0.00	200.00	0.00	0.00
Judges-Travel	0.00	0.00	0.00	4,791.93	0.00	0.00
Total 601.40 - DF15 - District Fall	0.00	0.00	0.00	5,471.93	0.00	0.00
Total 602.00 - Fall Convention Exp	0.00	0.00	0.00	5,471.93	0.00	0.00
604.00 - BD MEETING						
604.01 - TRAVEL	0.00	0.00	0.00	0.00	0.00	4,167.84
604.02 - MEALS	0.00	0.00	0.00	0.00	0.00	914.33
604.03 - LODGING	0.00	0.00	0.00	0.00	0.00	6,259.95
604.04 - BD Meeting - Supplies	0.00	0.00	0.00	0.00	0.00	323.06
Total 604.00 - BD MEETING	0.00	0.00	0.00	0.00	0.00	11,665.18
607.08 - C&J						
607.081 - SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00
607.084 - TRAVEL	0.00	0.00	0.00	0.00	0.00	0.00

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Accrual Basis

FWD
Profit & Loss by Class
January through August 2017

	AZ - Arizona Div	AZ Leadership Academy	BHS	DF - Fall	DS-Spring	FWD BOD Meetings
607.086 - MEALS	0.00	0.00	0.00	0.00	0.00	0.00
Total 607.08 - C&J	0.00	0.00	0.00	0.00	0.00	0.00
607.09 - YMIH						
607.093 - TRAVEL	0.00	0.00	0.00	0.00	0.00	0.00
607.095 - AWARDS	0.00	0.00	0.00	0.00	0.00	0.00
607.096 - NoCal Youth Camp	0.00	0.00	0.00	0.00	0.00	0.00
607.097 Youth Festival Grants	0.00	0.00	0.00	0.00	0.00	0.00
Total 607.09 - YMIH	0.00	0.00	0.00	0.00	0.00	0.00
607.10 - EVENTS						
607.102 - TRAVEL	0.00	0.00	0.00	0.00	545.17	0.00
Total 607.10 - EVENTS	0.00	0.00	0.00	0.00	545.17	0.00
607.12 - MKTG & PR						
607.124 - WEB EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00
607.126 - MKT PR TELEPHONE	0.00	0.00	0.00	0.00	0.00	0.00
Total 607.12 - MKTG & PR	0.00	0.00	0.00	0.00	0.00	0.00
607.20 - LEADERSHIP FORUM	0.00	0.00	0.00	0.00	0.00	0.00
609.01 - Dues Collection Fees	0.00	0.00	900.16	0.00	0.00	0.00
609.02 - Merchant Acct Fees	260.96	-15.08	0.00	722.37	791.31	0.00
610.00 - INTERN. QT TRAVEL	0.00	0.00	0.00	0.00	0.00	0.00
611.00 - INTERN CH TRAVEL	0.00	0.00	0.00	0.00	0.00	0.00
622.00 - GOVT FEES	0.00	0.00	0.00	0.00	0.00	0.00
700.00 - PRESIDENT						
600.00 - AWARDS	0.00	0.00	0.00	0.00	0.00	219.67
700.03 - TRAVEL	0.00	0.00	0.00	0.00	0.00	0.00
Total 700.00 - PRESIDENT	0.00	0.00	0.00	0.00	0.00	219.67
703.00 - EVP						
703.03 - TRVL & MEALS	0.00	0.00	0.00	0.00	0.00	0.00
703.06 - EVP Mid Winter Exp	0.00	0.00	0.00	0.00	0.00	0.00
Total 703.00 - EVP	0.00	0.00	0.00	0.00	0.00	0.00
704.00 - DVP						
704.20-DVP So Cal East	0.00	0.00	0.00	0.00	0.00	0.00
704.23-TRAVEL	0.00	0.00	0.00	0.00	0.00	0.00
Total 704.20-DVP So Cal East	0.00	0.00	0.00	0.00	0.00	0.00
704.40-DVP NOR CAL W						
704.43-TRAVEL	0.00	0.00	0.00	0.00	0.00	0.00
Total 704.40-DVP NOR CAL W	0.00	0.00	0.00	0.00	0.00	0.00

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Accrual Basis

FWD
Profit & Loss by Class
January through August 2017



	AZ - Arizona Div	AZ Leadership Academy	BHS	DF - Fall	DS-Spring	FWD BOD Meetings
Total 704.00 - DVP	0.00	0.00	0.00	0.00	0.00	0.00
705.00 - SECRETARY						
705.02 - POSTAGE	0.00	0.00	0.00	0.00	0.00	13.45
705.03 - SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00
Total 705.00 - SECRETARY	0.00	0.00	0.00	0.00	0.00	13.45
706.00 - TREASURER						
706.02 - POSTAGE	0.00	0.00	0.00	0.00	0.00	0.00
706.03 - SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00
706.04-Subscriptions	0.00	0.00	0.00	0.00	0.00	0.00
706.05-Training	0.00	0.00	0.00	0.00	0.00	0.00
Total 706.00 - TREASURER	0.00	0.00	0.00	0.00	0.00	0.00
Total Expense	10,702.68	-15.08	900.16	6,194.30	31,296.94	11,898.30
Net Ordinary Income	-2,025.18	-64.92	24,276.82	20,241.15	-3,181.94	-11,898.30
Net Income	<u>-2,025.18</u>	<u>-64.92</u>	<u>24,276.82</u>	<u>20,241.15</u>	<u>-3,181.94</u>	<u>-11,898.30</u>



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09/02/17
Accrual Basis

FWD
Profit & Loss by Class
January through August 2017

	Ldrship Acad	NorCal Youth	NorCal Leadership Acad	SC - So Cal Div	YIH	Unclassified	TOTAL
Ordinary Income/Expense							
Income							
500.00 - DUES	0.00	0.00	0.00	0.00	0.00	0.00	22,503.93
501.00 - SRING PRELIMS REV							
<u>501.05 Program Ads</u>	0.00	0.00	0.00	0.00	0.00	0.00	850.00
501.10 Coaching Deposit	0.00	0.00	0.00	0.00	0.00	0.00	20.00
501.00 - SRING PRELIMS REV - Other	0.00	0.00	0.00	0.00	0.00	0.00	27,245.00
Total 501.00 - SRING PRELIMS REV	0.00	0.00	0.00	0.00	0.00	0.00	28,115.00
502.00 - FALL CONVENTION REV							
502.30 Last Year	0.00	0.00	0.00	0.00	0.00	0.00	3,435.45
502.00 - FALL CONVENTION REV - Other	0.00	0.00	0.00	0.00	0.00	0.00	23,000.00
Total 502.00 - FALL CONVENTION REV	0.00	0.00	0.00	0.00	0.00	0.00	26,435.45
503.00 - DIVISIONAL CONV							
503.10 - AZ	0.00	0.00	0.00	0.00	0.00	0.00	8,877.50
503.30 - SO CAL WEST	0.00	0.00	0.00	25,495.00	0.00	0.00	25,495.00
Total 503.00 - DIVISIONAL CONV	0.00	0.00	0.00	25,495.00	0.00	0.00	34,172.50
510 - Donations							
510.03 - Donations NorCal Camp	0.00	7,080.00	0.00	0.00	0.00	0.00	7,080.00
510.04 - Donors Choice HF	0.00	0.00	0.00	0.00	0.00	0.00	2,673.05
510.06 - Donations-Spring Conv.	0.00	0.00	0.00	0.00	0.00	3,500.00	3,500.00
Total 510 - Donations	0.00	7,080.00	0.00	0.00	0.00	3,500.00	13,253.05
520.00 - Fees							
520.01 - NorCal Youth Camp	0.00	2,205.00	0.00	0.00	0.00	0.00	2,205.00
520.04 - Leadership Academy							
520.041 - Fees Ldr Acad - AZ	0.00	0.00	0.00	0.00	0.00	0.00	-80.00
520.043 - Fees Ldr Acad - NorCa	0.00	0.00	600.00	0.00	0.00	0.00	600.00
Total 520.04 - Leadership Academy	0.00	0.00	600.00	0.00	0.00	0.00	520.00
Total 520.00 - Fees	0.00	2,205.00	600.00	0.00	0.00	0.00	2,725.00
520.02 - HCW / LA	0.00	0.00	318.81	0.00	0.00	0.00	318.81
Total Income	0.00	9,285.00	918.81	25,495.00	0.00	3,500.00	127,523.74
Expense							
106 - PayPalCash reserve	0.00	0.00	0.00	0.00	0.00	0.00	0.00
506.04 - Transfers Closed Chapt	0.00	0.00	0.00	0.00	0.00	-588.06	-588.06
601.00 - HCW/LA Expense							
709.10 - Leadership Academy							
709.13 - LA - NorCal	0.00	0.00	364.75	0.00	0.00	0.00	364.75

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FWD
Profit & Loss by Class
January through August 2017

	Ldrship Acad	NoCal Youth	NorCal Leadership Acad	SC - So Cal Div	YIH	Unclassified	TOTAL
Total 709.10 - Leadership Academy	0.00	0.00	364.75	0.00	0.00	0.00	364.75
Total 601.00 - HCW/LA Expense	0.00	0.00	364.75	0.00	0.00	0.00	364.75
601.10 - DS15 - District Spring							
Judges-Meals	0.00	0.00	0.00	0.00	0.00	0.00	598.76
Judges-Misc	0.00	0.00	0.00	0.00	0.00	0.00	485.35
Judges Travel	0.00	0.00	0.00	0.00	0.00	0.00	3,139.94
601.10 - DS15 - District Spring - Other	0.00	0.00	0.00	0.00	0.00	0.00	25,736.41
Total 601.10 - DS15 - District Spring	0.00	0.00	0.00	0.00	0.00	0.00	29,960.46
601.20 - AZ15 - AZ Div Exp							
Judges-Meals	0.00	0.00	0.00	0.00	0.00	13.00	554.00
Judges-Misc	0.00	0.00	0.00	0.00	0.00	0.00	511.08
Judges Travel	0.00	0.00	0.00	0.00	0.00	310.49	2,421.85
601.20 - AZ15 - AZ Div Exp - Other	0.00	0.00	0.00	0.00	0.00	376.15	7,654.43
Total 601.20 - AZ15 - AZ Div Exp	0.00	0.00	0.00	0.00	0.00	699.64	11,141.36
601.30 - SC15 - SoCal Div Exp							
601.30.01 Judges-Travel	0.00	0.00	0.00	5,212.64	0.00	0.00	5,212.64
601.30.02 Judges-Meals	0.00	0.00	0.00	767.92	0.00	0.00	767.92
601.30.03 Judges-Misc.	0.00	0.00	0.00	610.49	0.00	0.00	610.49
601.30 - SC15 - SoCal Div Exp - Other	0.00	0.00	0.00	14,547.83	0.00	0.00	14,547.83
Total 601.30 - SC15 - SoCal Div Exp	0.00	0.00	0.00	21,138.88	0.00	0.00	21,138.88
602.00 - Fall Convention Exp							
601.40 - DF15 - District Fall							
Judges-Meals	0.00	0.00	0.00	0.00	0.00	0.00	480.00
Judges-Misc	0.00	0.00	0.00	0.00	0.00	0.00	200.00
Judges-Travel	0.00	0.00	0.00	0.00	0.00	0.00	4,791.93
Total 601.40 - DF15 - District Fall	0.00	0.00	0.00	0.00	0.00	0.00	5,471.93
Total 602.00 - Fall Convention Exp	0.00	0.00	0.00	0.00	0.00	0.00	5,471.93
604.00 - BD MEETING							
604.01 - TRAVEL	0.00	0.00	0.00	0.00	0.00	0.00	4,167.84
604.02 - MEALS	0.00	0.00	0.00	0.00	0.00	8.71	923.04
604.03 - LODGING	0.00	0.00	0.00	0.00	0.00	0.00	6,259.95
604.04 - BD Meeting - Supplies	0.00	0.00	0.00	0.00	0.00	69.82	392.88
Total 604.00 - BD MEETING	0.00	0.00	0.00	0.00	0.00	78.53	11,743.71
607.08 - C&J							
607.081 - SUPPLIES	0.00	0.00	0.00	0.00	0.00	195.68	195.68
607.084 - TRAVEL	0.00	0.00	0.00	0.00	0.00	1,930.68	1,930.68

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FWD
Profit & Loss by Class
January through August 2017

	Ldrship Acad	NoCal Youth	NorCal Leadership Acad	SC - So Cal Div	YIH	Unclassified	TOTAL
607.086 - MEALS	0.00	0.00	0.00	0.00	0.00	60.00	60.00
Total 607.08 - C&J	0.00	0.00	0.00	0.00	0.00	2,186.36	2,186.36
607.09 - YMIH							
607.093 - TRAVEL	0.00	991.84	0.00	0.00	0.00	0.00	991.84
607.095 - AWARDS	0.00	0.00	0.00	0.00	1,395.40	0.00	1,395.40
607.096 - NoCal Youth Camp	0.00	4,634.59	0.00	0.00	0.00	0.00	4,634.59
607.097 Youth Festival Grants	0.00	0.00	0.00	0.00	500.00	0.00	500.00
Total 607.09 - YMIH	0.00	5,626.43	0.00	0.00	1,895.40	0.00	7,521.83
607.10 - EVENTS							
607.102 - TRAVEL	0.00	0.00	0.00	0.00	0.00	0.00	545.17
Total 607.10 - EVENTS	0.00	0.00	0.00	0.00	0.00	0.00	545.17
607.12 - MKTG & PR							
607.124 - WEB EXPENSES	0.00	0.00	0.00	0.00	0.00	1,310.05	1,310.05
607.126 - MKT PR TELEPHONE	0.00	0.00	0.00	0.00	0.00	233.97	233.97
Total 607.12 - MKTG & PR	0.00	0.00	0.00	0.00	0.00	1,544.02	1,544.02
607.20 - LEADERSHIP FORUM	880.00	0.00	0.00	0.00	0.00	0.00	880.00
609.01 - Dues Collection Fees	0.00	0.00	0.00	0.00	0.00	0.00	900.16
609.02 - Merchant Acct Fees	0.00	0.00	13.40	782.51	0.00	1.40	2,556.87
610.00 - INTERN. QT TRAVEL	0.00	0.00	0.00	0.00	0.00	152.10	152.10
611.00 - INTERN CH TRAVEL	0.00	0.00	0.00	0.00	0.00	351.00	351.00
622.00 - GOV'T FEES	0.00	0.00	0.00	0.00	0.00	40.50	40.50
700.00 - PRESIDENT							
600.00 - AWARDS	0.00	0.00	0.00	0.00	0.00	0.00	219.67
700.03 - TRAVEL	0.00	0.00	0.00	0.00	0.00	1,301.49	1,301.49
Total 700.00 - PRESIDENT	0.00	0.00	0.00	0.00	0.00	1,301.49	1,521.16
703.00 - EVP							
703.03 - TRVL & MEALS	569.00	0.00	0.00	0.00	0.00	340.40	909.40
703.06 - EVP <u>Mid Winter Exp</u>	0.00	0.00	0.00	0.00	0.00	1,483.58	1,483.58
Total 703.00 - EVP	569.00	0.00	0.00	0.00	0.00	1,823.98	2,392.98
704.00 - DVP							
704.20-DVP So Cal East	0.00	0.00	0.00	0.00	0.00	171.60	171.60
704.23-TRAVEL							
Total 704.20-DVP So Cal East	0.00	0.00	0.00	0.00	0.00	171.60	171.60
704.40-DVP NOR CAL W							
704.43-TRAVEL	0.00	0.00	0.00	0.00	0.00	90.00	90.00
Total 704.40-DVP NOR CAL W	0.00	0.00	0.00	0.00	0.00	90.00	90.00

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FWD
Profit & Loss by Class
January through August 2017

	Ldrship Acad	NoCal Youth	NorCal Leadership Acad	SC - So Cal Div	YIH	Unclassified	TOTAL
Total 704.00 - DVP	0.00	0.00	0.00	0.00	0.00	261.60	261.60
705.00 - SECRETARY							
705.02 - POSTAGE	0.00	0.00	0.00	0.00	0.00	0.00	13.45
705.03 - SUPPLIES	0.00	0.00	0.00	0.00	0.00	31.15	31.15
Total 705.00 - SECRETARY	0.00	0.00	0.00	0.00	0.00	31.15	44.60
706.00 - TREASURER							
706.02 - POSTAGE	0.00	0.00	0.00	0.00	0.00	111.05	111.05
706.03 - SUPPLIES	0.00	0.00	0.00	0.00	0.00	23.75	23.75
706.04-Subscriptions	0.00	0.00	0.00	0.00	0.00	99.00	99.00
706.05-Training	0.00	0.00	0.00	0.00	0.00	109.00	109.00
Total 706.00 - TREASURER	0.00	0.00	0.00	0.00	0.00	342.80	342.80
Total Expense	1,449.00	5,626.43	378.15	21,921.39	1,895.40	8,226.51	100,474.18
Net Ordinary Income	-1,449.00	3,658.57	540.66	3,573.61	-1,895.40	-4,726.51	27,049.56
Net Income	<u>-1,449.00</u>	<u>3,658.57</u>	<u>540.66</u>	<u>3,573.61</u>	<u>-1,895.40</u>	<u>-4,726.51</u>	<u>27,049.56</u>

FWD Profit & Loss Through 8/31/17

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Accrual Basis

FWD Profit & Loss January through August 2017

	Jan - Aug 17
Ordinary Income/Expense	
<input checked="" type="checkbox"/> Income	
500.00 - DUES	22,503.93
501.00 - <u>SRING PRELIMS REV</u>	
501.05 <u>Program Ads</u>	850.00
501.10 Coaching Deposit	20.00
501.00 - <u>SRING PRELIMS REV</u> - Other	27,245.00
Total 501.00 - <u>SRING PRELIMS REV</u>	28,115.00
502.00 - <u>FALL CONVENTION REV</u>	
502.30 Last Year	3,435.45
502.00 - <u>FALL CONVENTION REV</u> - Other	23,000.00
Total 502.00 - FALL CONVENTION REV	26,435.45
503.00 - DIVISIONAL CONV	
503.10 - AZ	8,677.50
503.30 - SO CAL WEST	25,495.00
Total 503.00 - DIVISIONAL CONV	34,172.50
510 - Donations	
510.03 - Donations NorCal Camp	7,080.00
510.04 - Donors Choice HF	2,673.05
510.06 - Donations-Spring Conv.	3,500.00
Total 510 - Donations	13,253.05
520.00 - Fees	
520.01 - NorCal Youth Camp	2,205.00
520.04 - Leadership Academy	
520.041 - <u>Fees Ldr Acad - AZ</u>	-80.00
520.043 - <u>Fees Ldr Acad - NorCa</u>	600.00
Total 520.04 - Leadership Academy	520.00
Total 520.00 - Fees	2,725.00
520.02 - HCW / LA	318.81
Total Income	127,523.74
Expense	
106 - PayPal Cash reserve	0.00
506.04 - Transfers Closed <u>Chart</u>	-588.06
601.00 - HCW/LA Expense	
709.10 - Leadership Academy	
709.13 - LA - NorCal	364.75
Total 709.10 - Leadership Academy	364.75
Total 601.00 - HCW/LA Expense	364.75
601.10 - DS15 - District Spring	
Judges-Meals	598.76
Judges-Misc	485.35
Judges Travel	3,139.94
601.10 - DS15 - District Spring - Other	25,736.41
Total 601.10 - DS15 - District Spring	29,960.46
601.20 - AZ15 - AZ <u>Div Exp</u>	
Judges-Meals	554.00
Judges-Misc	511.08
Judges Travel	2,421.85
601.20 - AZ15 - AZ <u>Div Exp</u> - Other	7,654.43
Total 601.20 - AZ15 - AZ <u>Div Exp</u>	11,141.36


FWD
Profit & Loss
January through August 2017



	Jan - Aug 17
601.30 - SC15 - SoCal Div Exp	
601.30.01 Judges-Travel	5,212.64
601.30.02 Judges-Meals	767.92
601.30.03 Judges-Misc.	610.49
601.30 - SC15 - SoCal Div Exp - Other	14,547.83
Total 601.30 - SC15 - SoCal Div Exp	21,138.88
602.00 - Fall Convention Exp	
601.40 - DF15 - District Fall	
Judges-Meals	480.00
Judges-Misc	200.00
Judges-Travel	4,791.93
Total 601.40 - DF15 - District Fall	5,471.93
Total 602.00 - Fall Convention Exp	5,471.93
604.00 - BD MEETING	
604.01 - TRAVEL	4,167.84
604.02 - MEALS	923.04
604.03 - LODGING	6,259.95
604.04 - BD Meeting - Supplies	392.88
Total 604.00 - BD MEETING	11,743.71
607.08 - C&J	
607.081 - SUPPLIES	195.68
607.084 - TRAVEL	1,930.68
607.086 - MEALS	60.00
Total 607.08 - C&J	2,186.36
607.09 - YMIH	
607.093 - TRAVEL	991.84
607.095 - AWARDS	1,395.40
607.096 - NoCal Youth Camp	4,634.59
607.097 Youth Festival Grants	500.00
Total 607.09 - YMIH	7,521.83
607.10 - EVENTS	
607.102 - TRAVEL	545.17
Total 607.10 - EVENTS	545.17
607.12 - MKTG & PR	
607.124 - WEB EXPENSES	1,310.05
607.126 - MKT PR TELEPHONE	233.97
Total 607.12 - MKTG & PR	1,544.02

607.20 - LEADERSHIP FORUM	880.00
609.01 - Dues Collection Fees	900.16
609.02 - Merchant Acct Fees	2,556.87
610.00 - INTERN. QT TRAVEL	152.10
611.00 - INTERN CH TRAVEL	351.00
622.00 - GOV'T FEES	40.50
700.00 - PRESIDENT	
600.00 - AWARDS	219.67
700.03 - TRAVEL	1,301.49
Total 700.00 - PRESIDENT	1,521.16
703.00 - EVP	
703.03 - TRVL & MEALS	909.40
703.06 - EVP <u>Mid Winter Exp</u>	1,483.58
Total 703.00 - EVP	2,392.98

FWD
Profit & Loss
January through August 2017

	Jan - Aug 17
 704.00 - DVP	
704.20-DVP So Cal East	
704.23-TRAVEL	171.60
Total 704.20-DVP So Cal East	171.60
704.40-DVP NOR CAL W	
704.43-TRAVEL	90.00
Total 704.40-DVP NOR CAL W	90.00
Total 704.00 - DVP	261.60
705.00 - SECRETARY	
705.02 - POSTAGE	13.45
705.03 - SUPPLIES	31.15
Total 705.00 - SECRETARY	44.60
706.00 - TREASURER	
706.02 - POSTAGE	111.05
706.03 - SUPPLIES	23.75
706.04-Subscriptions	99.00
706.05-Training	109.00
Total 706.00 - TREASURER	342.80
Total Expense	100,474.18
Net Ordinary Income	27,049.56
Net Income	27,049.56

2016-2017 P & L Comparison

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Accrual Basis

FWD Profit & Loss Prev Year Comparison January through August 2017

	Jan - Aug 17	Jan - Aug 16	\$ Change	% Change
Ordinary Income/Expense				
Income				
500.00 - DUES	22,503.93	29,374.28	-6,870.35	-23.4%
501.00 - <u>SRING PRELIMS REV</u>				
501.05 <u>Program Ads</u>	850.00	0.00	850.00	100.0%
501.10 Coaching Deposit	20.00	0.00	20.00	100.0%
501.00 - <u>SRING PRELIMS REV</u> - Other	27,245.00	25,867.50	1,377.50	5.3%
Total 501.00 - <u>SRING PRELIMS REV</u>	28,115.00	25,867.50	2,247.50	8.7%
502.00 - <u>FALL CONVENTION REV</u>				
502.30 Last Year	3,435.45	0.00	3,435.45	100.0%
502.00 - <u>FALL CONVENTION REV</u> - Other	23,000.00	27,550.00	-4,550.00	-16.5%
Total 502.00 - <u>FALL CONVENTION REV</u>	26,435.45	27,550.00	-1,114.55	-4.1%
503.00 - <u>DIVISIONAL CONV</u>				
503.10 - AZ	8,677.50	11,132.50	-2,455.00	-22.1%
503.30 - SO CAL WEST	25,495.00	0.00	25,495.00	100.0%
503.40 - NOR CAL WEST	0.00	21,289.25	-21,289.25	-100.0%
Total 503.00 - <u>DIVISIONAL CONV</u>	34,172.50	32,421.75	1,750.75	5.4%
504.0 - <u>WESTUNES</u>				
504.1 - ADS	0.00	150.00	-150.00	-100.0%
Total 504.00 - <u>WESTUNES</u>	0.00	150.00	-150.00	-100.0%
506.02 - <u>INTEREST</u>	0.00	5.57	-5.57	-100.0%
510 - <u>Donations</u>				
510.01 - Donations Awards	0.00	40.00	-40.00	-100.0%
510.03 - Donations NorCal Camp	7,080.00	10,172.00	-3,092.00	-30.4%
510.04 - Donors Choice HF	2,673.05	2,766.69	-93.64	-3.4%
510.06 - Donations-Spring Conv.	3,500.00	0.00	3,500.00	100.0%
Total 510 - <u>Donations</u>	13,253.05	12,978.69	274.36	2.1%
520.0 - <u>Fees</u>				
520.1 - NorCal Youth Camp	2,205.00	570.00	1,635.00	286.8%
520.04 - Leadership Academy				
520.041 - <u>Fees Ldr Acad</u> - AZ	-80.00	0.00	-80.00	-100.0%

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Accrual Basis

FWD
Profit & Loss Prey Year Comparison
January through August 2017



	Jan - Aug 17	Jan - Aug 16	\$ Change	% Change
520.043 - Fees Ldr Acad - NorCa	600.00	0.00	600.00	100.0%
Total 520.04 - Leadership Academy	520.00	0.00	520.00	100.0%
Total 520.00 - Fees	2,725.00	570.00	2,155.00	378.1%
520.02 - HCW / LA	318.81	6,885.00	-6,566.19	-95.4%
Total Income	127,523.74	135,802.79	-8,279.05	-6.1%
Expense				
106 - PayPal Cash reserve	0.00	0.00	0.00	0.0%
506.04 - Transfers Closed Chapt	-588.06	0.00	-588.06	-100.0%
601.00 - HCW/LA Expense				
607.117 - HARMONY COLLEGE WEST	0.00	3,990.14	-3,990.14	-100.0%
709.10 - Leadership Academy				
709.13 - LA - NorCal	364.75	0.00	364.75	100.0%
Total 709.10 - Leadership Academy	364.75	0.00	364.75	100.0%
601.00 - HCW/LA Expense - Other	0.00	6,445.52	-6,445.52	-100.0%
Total 601.00 - HCW/LA Expense	364.75	10,435.66	-10,070.91	-96.5%
601.10 - DS15 - District Spring				
Judges-Meals	598.76	0.00	598.76	100.0%
Judges-Misc	485.35	0.00	485.35	100.0%
Judges Travel	3,139.94	0.00	3,139.94	100.0%
601.10 - DS15 - District Spring - Other	25,736.41	53,302.86	-27,566.45	-51.7%
Total 601.10 - DS15 - District Spring	29,960.46	53,302.86	-23,342.40	-43.8%
601.20 - AZ15 - AZ Div Exp				
Judges-Meals	554.00	0.00	554.00	100.0%
Judges-Misc	511.08	0.00	511.08	100.0%
Judges Travel	2,421.85	0.00	2,421.85	100.0%
601.20 - AZ15 - AZ Div Exp - Other	7,654.43	10,301.88	-2,647.45	-25.7%
Total 601.20 - AZ15 - AZ Div Exp	11,141.36	10,301.88	839.48	8.2%
601.30 - SC15 - SoCal Div Exp				
601.30.01 Judges-Travel	5,212.64	0.00	5,212.64	100.0%
601.30.02 Judges-Meals	767.92	0.00	767.92	100.0%
601.30.03 Judges-Misc.	610.49	0.00	610.49	100.0%
601.30 - SC15 - SoCal Div Exp - Other	14,547.83	0.00	14,547.83	100.0%
Total 601.30 - SC15 - SoCal Div Exp	21,138.88	0.00	21,138.88	100.0%
601.50 - NC15 - NoCal Div Exp	0.00	17,989.96	-17,989.96	-100.0%

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09/04/17

Accrual Basis

FWD
Profit & Loss Prev Year Comparison
 January through August 2017

	Jan - Aug 17	Jan - Aug 16	\$ Change	% Change
602.00 - Fall Convention Exp				
601.40 - DF15 - District Fall				
Judges-Meals	480.00	0.00	480.00	100.0%
Judges-Misc	200.00	0.00	200.00	100.0%
Judges-Travel	4,791.93	0.00	4,791.93	100.0%
601.40 - DF15 - District Fall - Other	0.00	3,015.00	-3,015.00	-100.0%
Total 601.40 - DF15 - District Fall	5,471.93	3,015.00	2,456.93	81.5%
602.00 - Fall Convention Exp - Other	0.00	20,000.00	-20,000.00	-100.0%
Total 602.00 - Fall Convention Exp	5,471.93	23,015.00	-17,543.07	-76.2%
604.0 - BD MEETING				
604.1 - TRAVEL	4,167.84	5,227.95	-1,060.11	-20.3%
604.02 - MEALS	923.04	1,981.20	-1,058.16	-53.4%
604.03 - LODGING	6,259.95	4,644.36	1,615.59	34.8%
604.04 - BD Meeting - Supplies	392.88	0.00	392.88	100.0%
604.00 - BD MEETING - Other	0.00	1,370.85	-1,370.85	-100.0%
Total 604.00 - BD MEETING	11,743.71	13,224.36	-1,480.65	-11.2%
607.01 - DIR DEVELOP	0.00	1,145.20	-1,145.20	-100.0%
607.08 - C&J				
607.081 - SUPPLIES	195.68	0.00	195.68	100.0%
607.084 - TRAVEL	1,930.68	2,154.36	-223.68	-10.4%
607.085 - C&J CAT SCH	0.00	6,930.00	-6,930.00	-100.0%
607.086 - MEALS	60.00	0.00	60.00	100.0%
Total 607.08 - C&J	2,186.36	9,084.36	-6,898.00	-75.9%
607.09 - YMIH				
607.093 - TRAVEL	991.84	0.00	991.84	100.0%
607.095 - AWARDS	1,395.40	1,329.96	65.44	4.9%
607.096 - NoCal Youth Camp	4,634.59	6,913.64	-2,279.05	-33.0%
607.097 Youth Festival Grants	500.00	500.00	0.00	0.0%
607.09 - YMIH - Other	0.00	405.00	-405.00	-100.0%
Total 607.09 - YMIH	7,521.83	9,148.60	-1,626.77	-17.8%
607.10 - EVENTS				
607.102 - TRAVEL	545.17	0.00	545.17	100.0%
Total 607.10 - EVENTS	545.17	0.00	545.17	100.0%
607.11 - MUSIC & PERF				
607.110 - CHAPT COACHING	0.00	147.30	-147.30	-100.0%
Total 607.11 - MUSIC & PERF	0.00	147.30	-147.30	-100.0%

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09/04/17

Accrual Basis

FWD
Profit & Loss Prev Year Comparison
 January through August 2017

	Jan - Aug 17	Jan - Aug 16	\$ Change	% Change
607.12 - MKTG & PR				
607.124 - WEB EXPENSES	1,310.05	0.00	1,310.05	100.0%
607.126 - MKT PR TELEPHONE	233.97	0.00	233.97	100.0%
607.127 - Travel	0.00	484.96	-484.96	-100.0%
708.00 - WESTUNES				
708.01 - DSL - Inst Access	0.00	328.38	-328.38	-100.0%
708.03 - TRAVEL	0.00	924.00	-924.00	-100.0%
708.00 - WESTUNES - Other	0.00	96.20	-96.20	-100.0%
Total 708.00 - WESTUNES	0.00	1,348.58	-1,348.58	-100.0%
Total 607.12 - MKTG & PR	1,544.02	1,833.54	-289.52	-15.8%
607.20 - LEADERSHIP FORUM	880.00	1,978.42	-1,098.42	-55.5%
609.01 - Dues Collection Fees	900.16	1,172.97	-272.81	-23.3%
609.02 - Merchant Acct Fees	2,556.87	2,925.58	-368.71	-12.6%
610.00 - INTERN. QT TRAVEL	152.10	1,598.35	-1,446.25	-90.5%
611.00 - INTERN CH TRAVEL	351.00	3,688.50	-3,337.50	-90.5%
622.00 - GOV'T FEES	40.50	75.00	-34.50	-46.0%
700.00 - PRESIDENT				
600.00 - AWARDS	219.67	163.40	56.27	34.4%
700.03 - TRAVEL	1,301.49	0.00	1,301.49	100.0%
700.04 - INTERNATIONAL EXP	0.00	2,145.59	-2,145.59	-100.0%
Total 700.00 - PRESIDENT	1,521.16	2,308.99	-787.83	-34.1%
703.00 - EVP				
703.03 - TRVL & MEALS	909.40	339.96	569.44	167.5%
703.05 - EVP International Exp	0.00	2,010.06	-2,010.06	-100.0%
703.06 - EVP Mid Winter Exp	1,483.58	1,162.05	321.53	27.7%
Total 703.00 - EVP	2,392.98	3,512.07	-1,119.09	-31.9%
704.00 - DVP				
704.20-DVP So Cal East				
704.23-TRAVEL	171.60	0.00	171.60	100.0%
Total 704.20-DVP So Cal East	171.60	0.00	171.60	100.0%
704.40-DVP NOR CAL W				
704.43-TRAVEL	90.00	0.00	90.00	100.0%
Total 704.40-DVP NOR CAL W	90.00	0.00	90.00	100.0%

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09/04/17

Accrual Basis

FWD
Profit & Loss Prev Year Comparison
 January through August 2017

	Jan - Aug 17	Jan - Aug 16	\$ Change	% Change
704.50-DVP NOR CAL EAST				
704.53-TRAVEL	0.00	343.02	-343.02	-100.0%
Total 704.50-DVP NOR CAL EAST	0.00	343.02	-343.02	-100.0%
Total 704.00 - DVP	261.60	343.02	-81.42	-23.7%
705.00 - SECRETARY				
705.02 - POSTAGE	13.45	0.00	13.45	100.0%
705.03 - SUPPLIES	31.15	0.00	31.15	100.0%
Total 705.00 - SECRETARY	44.60	0.00	44.60	100.0%
706.00 - TREASURER				
706.02 - POSTAGE	111.05	26.86	84.19	313.4%
706.03 - SUPPLIES	23.75	146.52	-122.77	-83.8%
706.04-Subscriptions	99.00	0.00	99.00	100.0%
706.05-Training	109.00	0.00	109.00	100.0%
Total 706.00 - TREASURER	342.80	173.38	169.42	97.7%
709.00 - CHAPTER SUPPORT				
606.00 - Leadership Academy	0.00	2,835.67	-2,835.67	-100.0%
707.00 - COACH EXP	0.00	75.00	-75.00	-100.0%
Total 709.00 - CHAPTER SUPPORT	0.00	2,910.67	-2,910.67	-100.0%
Void	0.00	0.00	0.00	0.0%
Total Expense	100,474.18	170,315.67	-69,841.49	-41.0%
Net Ordinary Income	27,049.56	-34,512.88	61,562.44	178.4%
Net Income	27,049.56	-34,512.88	61,562.44	178.4%



Brent Anderson, Division 1 Vice President (Southwest)

HOD Report Fall 2017

By Brent Anderson, SW Division VP

Well, the big news of the past quarter is that we had an International Convention, right here in our own backyard, and it was a heck-of-a-lot-of-fun, with some excellent SW Division results to report...

It was so nice to see so many SW Division members at the convention. While Las Vegas is not ideal in many, many ways, it offered us one of the best auditoriums we've ever been blessed to have, and a sound system that in my opinion (38 International conventions) was the best I've ever heard. In addition to the two mics in the center for each quartet, there were two other mics, placed perhaps 2 feet to both the right and left of the center. Those other mics picked up the outside voices in such a subtle way that you suddenly, could "hear" those voices, making the joy of four-part harmony very perceptible. It also enhanced the opportunity for "performance" and some quartets were masterful in their use of those new mics. Good work, Convention Audio Team...

You all know by now that crowd favorite, **Main Street**, from Sunshine District, was the quartet winner, edging out **Signature**, also from Sunshine. **Artistic License** from VoCal in Sacramento was 8th and breaking into the top 10 for the first time (9th place), with a very enjoyable six songs was **Newfangled Four**. **Joey Buss, Jackson Niebrugge, Ryan Wisniewski and Jake Tickner** make us SW Division members proud.

A SW Division sidebar...the baritone of **Main Street** is **Mike McGee**, from Santa Barbara. Mike moved to Florida 15 years ago, was instrumental in the formation of **Main Street** and, as you'll see elsewhere in this Westunes, he's now moved back to Santa Barbara and is the new musical director of **Rincon Beach Chapter (Pacific Sound Chorus)**. The Rincon guys are really enjoying the singing hints from a champ.

Before we leave the subject of quartets, **Flightline**, was the winner of the Youth Quartet (formerly Collegiate) Competition. They were second last year and this year, in an extremely close contest, were able to snag the gold medal. So, congratulations to **Oscar Sotelo, Daniel Huitt, Marcus Kang** and **Kyle Williamson**.

The Chorus competition was the tightest we've seen in years. The incredible Dallas **Vocal Majority** was there in full force in quest of their gazillionth gold medal, and they lived up to the hype. Their performance was flawless, as far as I could see. Five choruses later, the **Masters of Harmony** took the stage and gave an equally flawless performance. When the results were announced, the MOH were declared the winners....by 8 points out of almost 2900! A 96.4 average score, which I'm sure is one of the highest of all time.

We are so fortunate to live in the FWD, and also the SW Division, because the MOH are our "homies" and we get to see them so often. Under the "masterful" direction of the incredibly talented **Justin Miller**, this team of barbershoppers exemplifies what is possible as a singer with our art form. Justin, and the entire MOH music team, inspires every singer to become the best they can be, and they have again become gold medal winners, (for the 9th time in MOH history). True winners are driven to see just how far they can go, and we observers need to honor and acknowledge how hard they work, and the effort and time devoted in order to give us such world-class vocal performances.

People from far away drove to Santa Fe Springs every Weds to rehearse. They came from Bakersfield, San Luis Obispo and all the way from San Diego and the Mexican border. It was a total Southern CA effort and it was successful, not only in the gold medal, but in the musical experience for all.

San Luis Obispo chorus director, **Logan Patrick-Miernicki** was one of those who traveled a great distance every week to Santa Fe Springs, and his experience was incredible. He says it's helping him as director of SLO and of course that is obvious as so many front line directors in So Cal also sing with MOH.

As reported in Westunes **Kelly Shepard** has moved to Australia and **Mike McGee** (gold medal baritone of **Main Street**) as taken over as musical director for the **Rincon Beach, Pacific Sound Chorus**. Kelly gave Rincon a great five years and we all wish him and his family well in the "land down under."

Pacific Sound Chorus had a great show in Santa Barbara in September. The title was "Harmony Celebration" and featured a championship cast of performers. **Pacific Sound** is the reigning SW Division Chorus champs, **Carpe Diem** is the 2017 Sweet Adelines Small Chorus International Champions, and **Main Street**, the new 2017 International Quartet champs, were the headliners...

Seizing on an idea that **Mike McGee** brought back from a **Main Street** show in Hays, Kansas, **Rincon** made adjustments to their already pretty successful process of selling ads in the show program. They changed the words to "Yearbook" and solicited "Sponsors," and gave Sponsors free tickets to the show...lots of tickets. If you took out a \$250 Sponsorship for example, you got \$250 of free tickets. With the Sponsors giving away all the free tickets to their employees and friends, they got over 200 new people to come to the show, and out of those new patrons are bound to emerge some raving fans and more sponsors. By the way, it looks like about a \$9,000 profit from the Yearbook. And we'll do better next year. I'll be happy to share this idea with everyone. Might even make a good HU West class...!

Santa Maria Central City Chordsmen had a successful Sweets and Old Songs ice cream social in late September. Santa Maria Chapter has a "mature" population yet they consistently support youth harmony outreach. **Robert Maurer** is the mastermind of that effort.

Santa Clarita also had an ice cream social in August, with **San Fernando Valley** as a guest performer. Several good quartets including **Velvet Frogs** sang on the show. And **Santa Monica Oceanaires** had a show in Sept. Haven't yet heard of the successful results, but it's always a victory to sing in public.

Bakersfield Chapter is again looking for a chorus director. They were close to attracting a young musical lady but she declined due to lack of time. Who do you know has arm-waving skills and wants to help an enthusiastic bunch of Bakersfield guys sing better and attract more singers? Contact **Rich Owen**, FWD Treasurer and chapter president with your candidates. The **Golden Empire Chorus** guys are preparing for a Holiday show on Dec. 3rd.

Sadly, **Santa Barbara Chapter** has turned in its charter and is no more. **Bob Wilke** founded the chapter 60 years ago but was unsuccessful in orchestrating its revival. The remaining seven members were offered the chance to join **Rincon** but none want to drive the 35 miles to Ventura, which may be indicative of a bigger problem than the cost of gasoline.

I believe the same fate soon awaits the **Long Beach, Crescenta Valley** and **Los Angeles** chapters. There is some discussion of merging the few remaining members with **San Fernando Valley** but as of this writing, I don't know the progress. SFV reports picking up one member from the LA Chapter and they plan to sing with Santa Clarita on another Ice Cream social in 2018 but a merger between those two chapters doesn't seem to be in the offing.

Again turning optimistic, remember *participation* is the key to fun, and experiences are so much better than "things." Headed into the October FWD contest, representing our SW Division we will have choruses from **Santa Maria, Rincon Beach, Pasadena, Santa Monica** and **South Bay**. The quartet contest will also be full and it will be a great weekend...31 quartets and 19 choruses... A message has been sent to all chapters to encourage 100% participation at the HOD.

With participation in mind, all FWD readers are encouraged to register now for the **International Midwinter convention in Costa Mesa, CA this next January 16-21**. Midwinter conventions are so much fun and again, to have it in our backyard is an opportunity not to be missed. There are some great shows, a wonderful and inspiring Youth Chorus and Quartet competition, the International Seniors Quartet competition, and of course, more of the great fun that comes from associating with barbershoppers.

Love the newly-designed **Westunes** and fresh **FWD Website**... Great job **Ray Rhymer** and **David Melville**.

In Harmony,

Brent Anderson

SW Division Vice-President



Nick Papageorge, Division 2 Vice President (Southeast)

SOUTHEAST DIVISION AT INTERNATIONAL

As I wrote in the Fall Issue of **WESTUNES**, congratulations to all members of the **Southeast Division** who competed in the International Quartet and Chorus Contests: 9th Place Quartet Finalists, **New Fangled Four**, the **La Jolla Chapter**, and **International Youth Barbershop Quartet Champion, Flightline!** And, of course, congratulations to all of our FWD competitors, including: 8th Place Quartet Finalists, **Artistic License**, 9th Place Chorus Finalist, **Barbary Coast Chapter**, and the **California Delta Chapter**. Also, in the Youth Barbershop Quartet Contest, congratulations go to: **4th Place medalists, Eclectones** (AZ), and, **Western Harmonics** (NE).

And of course, congratulations to all of our friends in the **Masters of Harmony** for taking care of business and bringing the **GOLD Medal** back to the FWD. Your performance was musical and absolutely breathtaking!

Those of you in attendance at the International Chorus Contest, saw that I accepted the “Joe Liles Lifetime Achievement Award” on behalf of my mentor, friend, and one of the FWD’s greatest leaders, **Earl Moon**. The award is a great honor and remembrance for Earl. It was an even greater honor to accept it for his family. Earl’s daughter, **Melanye**, was very excited and humbled to learn that the Society was honoring him. She was not able to attend the convention, but was happy that I was able to accept the award. My words of acceptance are printed in this month’s issue of **Westunes** to help you all remember what a great man and Barbershopper Earl was.

THE DISTRICT CONTEST IN BAKERSFIELD

I am proud to remind President Mongo and the HOD, that the Southeast Division will be proudly represented by 9 (that's **NINE**) choruses this weekend: the **Westminster Chapter**, the **La Jolla Chapter**, the **Brea Chapter**, the **Las Vegas Chapter**, the **San Diego Chapter**, the **Fullerton Chapter**, the **South Orange County Chapter**, the **Temecula Chapter**, and the **Inland Empire Chapter**. Also representing the Southeast Division are the following quartets: **184**, **Fortunate Sons**, **Four Fifteen**, **Behind the Barn**, **Time Was**, **Sugar Daddies**, and **Above The Lawn**. I could not be more proud!

CHAPTER BUSINESS

All Chapter Presidents, Secretaries and Treasurers should have already made sure that their chapters have filed all forms for the IRS and State Tax Agencies. If not, you need to do it NOW! Did I say, "the forms are due now!?" Please take care of all chapter business- related paperwork **now**, so that our chapters remain in good status, and are not in jeopardy of losing their Charters! Call me if you need help, or go to the new "**Member Center**" and watch the videos that show you the forms, how to find them, and how to fill them out! If you have any questions, have your President call me and I'll get the correct person in touch with you!

Please remember that the District has a program to *help* Chapters pay for coaching. It is called the Chapter Reimbursement Program! Music and Performance VP, Craig Ewing, is in charge of that program and is eager to help you get reimbursed half of what you spend on coaching up to \$150 per session, up to \$300 a year. Please find the information and paperwork in the "Media" section of the District website! It is the last document under the "Media" drop-down menu, and is titled "Coaching Reimbursement Forms."

COMBINED CHAPTER SHOWS

We are also very proud to let the District know that we had 2 pairs of chapters producing shows at the end of August. The **Inland Empire** and **Apple Valley Chapters** combined in producing a show in **Apple Valley**, and the **Las Vegas** and **St. George Chapters** got together for a show in **St. George, Utah**! The combined efforts provided an entertaining, fun and musical performance. And it was a lot of fun!

CHAPTER VOTING for OFFICERS

By the time of our HOD meeting, all of our Chapters will have nominated and voted for their 2017 Chapter officers. Congratulations for those barbershoppers who have been chosen to guide their Chapter in the next year!

Watch for an announcement from Music and Performance Vice President, **Craig Ewing**, for information on the upcoming **Leadership Academy**. Once a date and venue have been determined, make sure that your new (and old) officers are in attendance.

THANK YOU!!!

On behalf of the entire District, I would like to shout out a big **THANK YOU** and **CONGRATULATIONS** to **Greg Dryer**, International Convention Chairman and the **Las Vegas Chapter**, for hosting a marvelous International Convention. Hosting any convention is a huge task, but the International Convention is beyond huge! You all did a great job and made the Far Western District proud!

HOLIDAYS, HERE WE COME!

This weekend marks the end of the contest cycle, and brings in the Holiday Season. Many of our Chapters will be producing a Holiday Show, or booking caroling outings at many public places. I encourage all individual members to help their Chapter Directors in the next few months by learning their notes and words! May I say it again? **LEARN YOUR MUSIC!!** As a director myself, nothing makes me happier than my chapter learning their music quickly. This always allows us to get on to the most important part of the music; the fine-tuning, interpretation, and performance. What we sing doesn't become music until we interpret it and make it sound great. And while you're at it, sign up for a committee to help produce the show! Oh yea, and **SELL TICKETS!** I hope to get to a few of those performances!

Have a great Holiday Season!
Nick



Bill Rosica, Division 3 Vice President (Northwest) & FWD Membership Chairman

After attempting to go to Nashville last year to attend the Leadership Forum, but thwarted by Southwest Airline's computer SNAFU, I finally made it this year with EVP Craig Hughes. The seminar changed its name to Leadership Summit, and for a very good reason. Summit denotes the top and I found the top from every District was in attendance.

Here is a breakdown of what I attended during my 2-1/2 days of classes:

Friday:

- Welcome by Marty Monson
- What are the qualities of a great leader?
- Why are you a leader of BHS?
- Three words that describe your District.
- Singing: Leadership on and off the risers (Swing Down Chariot)
- "Member Center" Tutorial
- What the heck is the Barbershop Harmony Society doing?
- Breakout Sessions

I attended Events/Conventions

- Leveraging technology to enhance our work.

Singing: Leadership on and off the risers (Edelweiss)

Saturday:

- Warm-ups and Aha moments.
- Breakout Sessions

I attended Marketing

- Roadmap to Impact and Sustainability
- Elective Session

BHS Chapter Assessment Model: Where are you now?

- Singing: Leadership on and off the risers (Both songs)
- Keynote speaker Kevin Keller
- Discussion and recaps

Sunday:

- Warm-ups and sing
- Roundtable discussions
- Wrap-up and Remarks

As you can see, it was a very busy weekend, but I came away with a few ideas that are worth looking into. First and foremost, I think that the “Summit” idea would be great for District. Replace our Leadership Academy with a Summit and breakouts for individual classes (President, Secretary Treasurer, etc). This would allow more training in Leadership that anyone in the chapter who has potential could attend. Singing two songs reviewed ahead of time was not only fun, but can be used to show how a good leader really is effective. These ideas won’t be finalized overnight, but would be a great step in the right direction.

One area which was discussed and I believe is very important is Diversity. We have all spoken about inclusion but have not done much to make it happen on a District level. We see it on stage at International more now than before, but we have a lot of work to be done on that front.

In summary, I would like to thank the District for sending me and suggest that all chapters consider sending one or more potential Leaders next year. It is amazing how much can be learned by attending these Society-sponsored events.

One more thing ... Please get your chapter to attend the District Convention in Bakersfield this fall. Even if you're not competing, consider going and enjoying your hobby as an audience member. The Afterglow alone is a good reason to attend.

Although my chapters are all in NorCal and I live in Bakersfield, I did manage to visit the Santa Rosa Chapter in early September. What a great bunch of guys. When the Division VP's don't hear from the Chapters, we figure that you're doing fine. If you just give us a call, we will make every attempt to make a visit. Even if you are doing fine, send us an invite.

See you all in Bakersfield.



Richard Lund, Division 4 Vice President (Northeast)

Two things are on my mind, my week at Harmony University, and our upcoming Harmony Camp.

Harmony University was a Blast, as usual. I learned a Lot. I saw lots of old friends; met a bunch of new friends. Altogether, I had a Great time. My question is "How can we encourage more attendance from the Far Western District"? Can we encourage those new to barbershop to attend? This is one activity that will make "barbershoppers for life".

Only a few left coasters partake of this amazing experience, and I have always wondered why. Yes, I get it. It's Nashville; almost all the way across the country; and it's expensive to get there. But let me ask you a question that you could simply ponder for yourself: when you took your last week long vacation, how much did you spend? If you spent more than \$1,000, you spent way more than Harmony University would have cost. It's an amazingly cheap "vacation". And you get to hang out with some of the best and brightest barbershoppers in the world! Donny Rose, the Dean of HU, has transformed the experience and made it fresh and compelling each and every year.

Among the courses I took was a series of courses from Chris Rimple. I learned of Chris from my wife who took his class offered at International. His classes deal with marketing, shows, chorus, etc. He is an outstanding presenter and has many ideas for both small and large choruses. I would go so far as to recommend that he be invited to Harmony College West. His presentations are available at https://drive.google.com/open?id=0B_VtUDk5vgamhaam9KT29ONGc.

Four Chapters in the Sacramento area got together recently for “The Big Sing”. Sacramento, Nevada Placer, Folsom, and Placerville enjoyed an evening of singing and camaraderie. Each Chapter took the risers to sing a song and then the group worked on one song together. Ron Black did his presentation “Ring Chords Like Never Before”, which was very well received.

Speaking of Sacramento, Ray Rhymer has retired and the new director of the Capitolaire is Chris McCuddy, a junior at Sacramento State. Chris sings with VoCal and has been as assistant director at Placerville. You will hear more from Chris in the years to come both on a quartet level and a director level.

Reno is moving forward with a new director, Scott Olson. Scott has participated in the High Sierra Brigade since its inception and recently relocated to Gardnerville area. They have an ambitious agenda in the upcoming months.

Davis – Vacaville continues to look for a permanent director while singing under interim director Evan Weininger.

Chico (Sierra Sound) has lost their director and the chapter is inactive at this time. I have made contact with choral teachers at Red Bluff High School, one of whom is new this year and attended Harmony Camp last year as a Junior High teacher. I am going to attempt to work with them and some folks in Redding to see if it might be possible to get something started in the Red Bluff area which would incorporate Chico, Red Bluff and Redding. A long shot but worth the effort.

There is an effort afoot to start a new chapter in the Fresno area. This is in the beginning stages but appears to have some promise. Local music educators have been involved in the effort.

Harmony Camp is coming up quickly – actually five days from this writing. Camp is two weeks earlier this year to allow Instant Classic to join us. This has presented challenges so close to the start of many schools. We have, however, been able to bring four new schools into camp, with previous schools returning.

At this point the numbers are a moving target – changes every day. Right now we are looking at 80-90 boys. And to the moving target comment, we received this email from a boy who attended camp as a junior-high student two years ago, returned last year bringing a friend, and this year received this email August 31 *“I've got some new blood from my school coming with*

me (as well as my own dad, who's pretty musical and who I talked into singing with us for the weekend!) incredibly excited, Bryce.

We have initiated contact with community organizations – Boys and Girls Clubs, YMCA, Big Brothers, etc. in an effort to make contact with those boys whose schools may not have a choral music program, or they make not participate in. Although working through the music educators has been successful, we believe we are missing a number of boys who would enjoy and benefit from Harmony Camp. During the year we will contact these groups again and hopefully continue a dialogue.

Harmony Camp also received a \$2,205 Grant from the Dennis Mangers Fund for Young Performing Artists of the Sacramento Region Community Foundation for scholarships in Sacramento, El Dorado, Yolo and Placer Counties.

Chapters and individuals have stepped up to the plate with respect to funding and I am hopeful we will not find ourselves digging into our reserve. We are however getting many scholarship requests and are doing a pretty good job at being able to provide partial rather than full scholarships.

The Lloyd Steinkamp Endowment Fund is growing however I must say it is challenging to be growing this fund while also raising funds for camp operations.

The NorCal District Bound Quartet Show is scheduled for September 23rd. This is modeled after the “Go For the Gold” show. We have commitments from 10 of the 13 quartets qualified from Northern California for District in addition to Western Harmonics and possibly Artistic License. I am a little concerned about attendance but feel confident we will cover expenses and possibly start a tradition in Northern California.

Northern California Leadership academy is coming up November 18th in Sacramento. We have secured the venue and have two of our instructors nailed down. Determining the classes to be offered (in addition to president, secretary, treasurer and quartet coaching) will be a top priority following Harmony Camp. I plan to ask NE and NW members for class suggestions again this year. Members liked being asked and we received some good suggestions. Varying the classes each year seems to promote attendance as we don't hear “I took that class last year.”

Richard Lund



John Bloomquist, Division 5 Vice President (Arizona)

This year the FWD was again represented well at the BHS International Convention and Contest in Las Vegas. Congratulations to the Masters of Harmony for their “masterful” performance capturing the Gold in a most competitive event! The Masters were joined on the risers by AZ Div members R.J. Esquivias, Jeromy McMahon, and Justin Klemballa. Congrats on your commitment and making memories for life. Congrats also to Artistic License and The Newfangled Four for their top 10 performances. The Youth Quartet Contest, Flightline did a fine job garnering a Gold Medal and AZ Division reps Eclectones finishing 4th! Congratulations to all!

As we move forward to Fall and the FWD Convention and Contests in Bakersfield, please ensure that each chapter is represented at the House Of Delegates meeting on Friday.

The **AZ Fred Koch Memorial BASH** was held Aug 18-19. What a great time was had by all in addition to some fine singing. This event is the kickoff to Fall and as an AZ Division event, it was fun to see many new and old faces and make some new friends. Thanks to Sheryl McKinney and her staff for continuing to make this an annual success and enjoy the brotherhood of barbershop!

The season for Chapter elections of officers is fast approaching. Now is the time to get your nominating committee in place. We will be having our Leadership Academy on Jan 12th in Mesa, more info to follow. Please have all of your officers attend this important learning event, as there is always something new to learn.

As always, membership is consistently on the front burner. How many **Man Of Note** awards will YOU get for the year? Do it because you love singing and really just want to share the joy with as many men as possible! Simply ask, “where do you do your singing”? You will be surprised.

As of this Octobers FWD BOD meeting, I will be ending my term as AZ Div VP. It has been a pleasure to work with all of the wonderful Chapters and wish the best of success to you all. I want to thank the FWD Presidents that I have had the honor to serve under. Thanks to Bernard Priceman, Russ Young, Allan Webb and of course Gordon "Mongo" Bergthold. You have all shown me great leadership but most of all, your friendship. Carry on.

As I said before, it is GREAT to be part of this awesome Division!!!

John Bloomquist
AZ Div. VP



Ron Black, VP Contest & Judging

As in previous Fall reports, added here are the "stats" from the 2017 Spring Divisions, as well as the 2016 Fall information.

Fall 2016 had a drop, in number of Choruses, but that is typical for the Arizona (Mesa) venue. Interesting that the average score for both choruses and quartets went up!

Spring 2017 shows a jump up in quartet and chorus participation.

The Spring Prelims and NW/NE Divisions in Sacramento had about the same attendance as 2016 (23 quartets and 11 choruses, 373 men).

The Arizona Division about the same too, in spite of being on the same weekend as SAI Region 21 (11 quartets and 5 choruses, 159 men, and will be avoiding the conflict in the future!).

The SW/SE Divisions were way up (18 quartets and 16 choruses, 460 men), including the return of Westminster to the contest pattern after their Gold Medal hiatus. That's a total increase of contestant participation, from 854 in 2016 to 992 in 2017.

Now we see a bit of reversal in that overall FWD membership loss has had no effect on the contest participation (and not counting the Masters of Harmony participation at International Chorus Contest). FWD has been little affected by this so far. The contestant participation in the upcoming Fall Convention by competitors will be high as well.

In the column Intl. Qualifiers, for the Spring Totals this indicates the number of quartets qualifying for the International Contest in the summer (wow, really, only 2!), and for the Fall Totals this indicates the number of Senior

Quartets (1) qualifying for the next Senior International. Overall Senior Quartet participation is up.

Again, and as always, the Total Quartets * 4 = the Total Quartet Men. ☺

	Total	Total		Total	Total		Intl.		Super	
	Choruse	Ch Men	Avg Pts	Qt Men	Quartet	Avg Pts	Qualifier	Senior	Senior	College
	s				s		(Fall Sr.)			
SPRING TOTALS										
2017	32	784	67.1	208	52	66.8	2	13	1	3
2016	28	670	67.5	184	46	68.3	3	7	2	1
2015	32	866	67.3	212	53	67.2	7	12	3	3
2014	33	896	65.1	228	57	66.7	7	10	2	2
2013	31	931	65.1	224	56	67.3	4	12	1	5
2012	35	985	63.9	256	64	64.1	6	19	4	4
2011	30	705	64.7	248	62	63.9	4	22	6	1
2010	29	897	66.6	240	60	66.0	4	14	4	2
FALL TOTALS										
2016	18	553	72.9	108	27	68.3	1	5	n/ap	n/ap
2015	16	548	72.2	92	23	68.7	3	6	n/ap	n/ap
2014	20	597	69.9	96	24	67.9	2	7	n/ap	n/ap
2013	24	804	67.8	84	21	64.8	1	7	n/ap	n/ap
2012	20	659	69.1	72	18	70.6	2	1	n/ap	n/ap
2011	19	632	68.3	80	20	67.1	2	6	n/ap	n/ap
2010	20	739	68.0	80	20	68.2	3	6	n/ap	n/ap
n/ap = not applicable										

At the 2016 Judging Applicant School in July, please welcome the following FWD men as Candidates. No current FWD Judges have retired this year.

Performance Category:

Jamie Bedford

Singing Category

Ryan Wisniewski

And this is my last year of eight as your District VP for Contest and Judging. I had already retired from judging in 2015, having completed my 30 years. And please welcome your next (nominated) DVPCJ, Brett Littlefield. But, I am still involved as your (nominated) Northeast Division VP.

I'm glad to have served the FWD in many areas for (now) 47 years.

Ron



Craig Ewing, VP Music & Performance

(No Report Received)



Bryan Forbes, Events Chairman

(No Report Received)



David Melville, Marketing & Public Relations



Marketing & Public Relations

David Melville

Fall 2017

Bakersfield, CA

Communications

District Officers – Forum

The Forum has been migrated to the new FWD Member Center, members.farwesternhdistrict.org. Previously we had been using a program called Kunena, which many felt was difficult to use. All of the information that had been in the old system was migrated to a new product called Easy-Discuss that is a component in a suite of community-building software that also includes a Facebook-like social media component, blog and article creation, and on-line chat.

Incidentally, it was during the migration process that many of you received a flood of emails from old topics. My apologies for the inconvenience, but at least we know that the email notifications work!

The new forum software well designed and has many features that are much easier to use than the old product. For the Board it will be of particular interest to note that calling for a vote can be added at the appropriate time.

In addition to the Board and DMT, I've created categories for chapter officers, chorus directors, quartets, and even general membership; in short, any member who chooses to use the new FWD Member Center will have some access to the forum.

Members -Mailing

The massed-mailing tool has also been migrated to the new FWD Member Center, members.farwesternndistrict.org. It continues to use the same

program, ACY Mailing, as this continues to be the top-rated product for the Joomla product, and the best part is that it is fully integrated with the community-building suite.

When our FWD member Center goes live, members will be able to manage their subscriptions from their account on the new site. Prior to this we had been doing mailing list subscriptions on an “opt out” basis, meaning we subscribed them and provided them with an option to unsubscribe. I have never been in favor of that method, and so going forward will allow our members to “opt in”.

Use “All-Member blasts” with discretion

Please continue to be very cautious about sending “all-members” mailings, particularly when the topic is of limited appeal. The problem is that we often get members who unsubscribe from the list when a particular topic is not of interest to them, and they don’t realize that doing so will exclude them from receiving future mailings that may be of great interest. Bottom line: if you have any doubts about the general appeal of your message, it is better to send it to the chapter presidents and/or secretaries and ask them to distribute as they see fit.

Non-Member Communications

I will be adding a module to allow non-members to subscribe to the *Westags* newsletter, as this is a great way to keep our friends and fans in the loop for upcoming events.

Sunshine

In response to the Board approving the handling of Sunshine at the divisional level, starting with the Fall 2017 issue of *Westunes*, we are including a Member Services Directory on the back cover that currently lists the Division VPs as the Sunshine contact for life events from our members.

Division VPs – if you would like to offload this responsibility to someone on your division, please provide me with their contact information and I will make the necessary updates.

Publications

Westunes

I’ve been working with Ray on “dressing up” the *Westunes* in a number of ways to rekindle interest and readership. Starting with the Fall 2017 issue we are: a) making better use of the front cover to attract readership; b)

including more feature stories that will broaden appeal and increase readership; c) utilizing graphics and color to bring in line with mainstream periodical publications. We'll continue to make improvements in following issues, but for now we are on a good start.

Advertising

I've reviewed the old advertising rates, which had not been changed since we were doing a printed and mailed edition. Since going electronic, our costs have dropped dramatically, and I have adjusted the new advertising rates accordingly to reflect that change:

OLD Ad Rates (per issue)

Ad Size	1 Issue	2 Issues	4 Issues
Full, Inside Covers	\$200.00	\$200.00	\$200.00
Full Page (8-1/2 x 11)	\$150.00	\$140.00	\$130.00
Half Page (7-1/2 x 5)	\$100.00	\$90.00	\$80.00
Quarter Page (3-2/3 x 5)	\$50.00	\$45.00	\$40.00
Business Card	\$30.00	\$25.00	\$20.00

NEW Ad Rates (per issue)

Ad Size	1 Issue	2 Issues	4 Issues
Full, Inside Covers	\$75.00	\$60.00	\$45.00
Full Page (8-1/2 x 11)	\$50.00	\$40.00	\$30.00
Half Page (7-1/2 x 5)	\$25.00	\$20.00	\$15.00
Quarter Page (3-2/3 x 5)	\$12.50	\$10.00	\$7.50
Business Card	\$5.00	\$4.00	\$3.00

I feel these rates will be extremely attractive, and will get choruses and quartets to start supporting the *Westunes* again.

Website

The new FWD Member Center, members.farwesternfistric.org, was nearing completion when BHS dropped a bomb with the release of their new Member Center. I'm sure many of you are already aware of the issues with the new BHS site, and I have been in near-constant communication with the home office. While they are making progress on getting issues corrected, there is no clear target date for when we can go live with our own site.

Meanwhile the Forum and Mailing functions are up and running on our new site, and if you had an account on either of those old sites it has been transferred over to the members site.

Convention Programs

Timothy Truesdale of the Santa Fe Springs Chapter will be producing the program for the Fall Convention, and I will be working with Bill Rosica and others to ensure accuracy and content.

Marketing

Fall Convention

Logo & Theme

The Fall Convention logo has been created, and the theme is “All Roads Lead to Bakersfield” to bring attention to the centrality of the site with regards to our district.



Webcast

The contract has been signed by Bryan Forbes and returned to Lionsmane Productions with a check for the \$300 deposit. The website is up and running to take subscription orders, now through the end of October.



Chuck Hunter, Awards Chairman

(No Report Required)



Royce Ferguson, Director Development

(No Report Required)



Joe Samora, Historian

(No Report Required)

Statement of Policy Changes

SOCIETY FOR THE PRESERVATION AND ENCOURAGEMENT OF
BARBER SHOP QUARTET SINGING IN AMERICA, INC.

D/B/A BARBERSHOP HARMONY SOCIETY

Far Western District

STATEMENT OF POLICY 2014

~~The Far Western District Association of Chapters is incorporated in the State of California.~~

"The Far Western District Association of Chapters is organized and exists pursuant to the provisions of Article X of the Bylaws of the Society for the Preservation and Encouragement of Barber Shop Quartet Singing in America, Incorporated, a not-for-profit corporation, (sometimes called SPEBSQSA, Inc., and hereinafter called the "Society") and is incorporated under the laws of the State of California."

Each of the many chapters and their members, as well as the entire district, is subject to the provisions of the Society Bylaws, Society Statement of Policy, Code of Ethics, and the Standard District Bylaws as produced and distributed annually by the Society.

This Statement of Policy is established to identify details that are not contained in the foregoing and, however, are part of the necessary governance of the Far Western District.

This document has been reviewed by the Society's Governance and Bylaws Committee and has been approved for use. It has been adopted by the Far Western District Board of Directors and approved for issue. It shall remain in force until revised or rescinded.

Adopted by the FWD Board and HOD:

March 14, 2014

Approved by the Society

Allan Webb, President

Far Western District

Chris Buechler

Society Governance &

Bylaws Committee

10/29/2014



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FWD Statement of

Policy Revision Record

Revision/Date	Pages Affected	Reason	Authority/by
Rev. 9/96	All	In accordance with the new Society governance system.	FWD BOD R. Girvin
Rev. 9/97	Pgs: ii, vi, paras 8.3.1.5a, 13.2 and 14.11	In accordance with Board action 6/7/97 and approval 10/11/97	FWD BOD R. Girvin
Rev. 11/22/98	Pgs: 6, 7, 9, 11, 16, 17, 19 and 20	In accordance with Board actions and approval 11/22/98	FWD BOD R. Girvin
Rev. 10/8/99	Pgs: 6, 8, 9, 10, 11, 12, 13 and 17.	In accordance with Board actions and approval	FWD BOD R. Girvin
Rev. 3/24/00	Pgs 9, 10 and 11	In accordance with Board and HOD approval	FWD BOD R. Girvin
Rev. 6/02/00	Pgs: 4, 6, 8, 9, 10, 11 and 12	In accordance with Board action and approval	FWD BOD R. Girvin
Rev. 10/13/00	Paras: 2.5, 4.1.9, 4.3.2, 8.2, 8.2.1, 8.2.2, 8.2.3, 8.3.1, 8.3.1.1, 8.3.1.1.a., 8.3.2.4, 8.3.2.5, 8.3.2.6, 8.5.1, 8.5.2 and 8.6.	In accordance with Board action and approval	FWD BOD R. Girvin
Rev. 10/12/2001	iv, v, vi, and paras: 2.2, 2.2.3, 2.2.4, 2.2.5, 4.1, 4.1.9, 4.3.2, 8.2, 8.2.1, 8.2.3, 8.3.1.1, 8.3.2.4, 8.3.2.6, 8.4.2, 10.9, 11.2.5 and 14.7	In accordance with Board action and approval	FWD BOD R. Girvin
Rev. 10/4/2002	8.3.1.1, 8.3.2.4, 8.3.2.5, 8.3.2.6	In accordance with Board action and approval	FWD BOD R. Girvin
Rev. 3/19/04	iv, vi, Paras: 1.2, 2.3, 4.1, 4.1.2, through 4.1.11, 4.3.1, 4.3.1.1, 4.3.1.2, 4.3.2, 4.3.2.1 through 4.3.2.7, 4.3.3, 5.1, 6.1, 6.4, 6.4.1, 6.6, 7.2, 8.2, 8.3, 8.3.1, 8.3.1.1, 8.3.1.5, 8.3.2.2, 8.3.2.3 through 8.3.2.5, 8.4.2, 8.5.1, 8.5.2, 8.7, 9.4, 10.5, 10.6, 11.1.4, 11.2.4, 11.2.6, 12.2, 13.2., 14.3.2.2,	In accordance with Board action and approval BOD Motion #4. 3/19/04	FWD BOD R. Girvin
Rev 10/6/04	4.1.2, 4.1.10, 7.1, 7.3, 8.3.1.d, 8.3.1.1, 8.3.2.4, 8.3.2.5, 9.4, 14.2.1.c	In accordance with BOD recommendation and HOD approval	FWD BOD/HOD R. Girvin
Rev 3/18/05	4.1.3, 4.1.4, 4.1q.5, 4.1.6, 4.1.7, 4.3.2.4, 8.3. 1c., 8.3.1.1.b, 8.3.1.5,, 8.3.1.1, 8.3.2.3, 8.3.2.5, 10.8.1.2	In accordance with BOD recommendation and HOD approval	FWD BOD/HOD R. Girvin
Rev 6/11/05	Fig 2: removed Pomona Valley and Inland Cities, inserted Inland Empire. Changed SCE to 17 chapters	In accordance with BOD action	FWD BOD R. Girvin
Rev 9/12/05	14.2.1.C Plateau System 14.3.2.1. Add section C	Proposed to HOD 9/14/05	FWD HOD
March 14, 2006	Approved as modified to date	James Warner, Chair	Society L&R
March 17, 2006	8.3.1.1, 5; 8.3.1.5 c	Proposed to HOD 3/17/06	FWD HOD
10/6/2006	3.1., 6.3, 7.2, 8.3.2.5 10.6.3. , Fig 2.1, 11.2.5	Proposed to HOD 10/6/06	FWD HOD
February 27, 2007	Approved as modified to date	James C Warner, Chair.	Society G&B

9/28/2007	1.1, 1.2. 4.1 (Fig 2),, 4.1.3 to 4.1.7 added paragraph; 4.1.8 Deleted line, 4.3.1.2, ,4.3.2.5 Corrected title, 4.3.2.8,6.5, 8.2, deleted 8.2.1,8.2.2,8.2.3; 8.3.1 inserted paragraph. Removed Dana Point Harbor, 8.3.1.5 8.3.2.5 b (2) Removed para Replaced text. 8.7,, 9.2, 10.4 Removed lines and replaced text,, 0.8.2.1 ,c,11.2. 1c,11. 2.4bcef, 12.2, 12.3 (added), 12.4, 13.2, 14.10, ART XVIII (lost—and replaced)	Approved by BOD and HOD September 28, 2007	FWD BOD & HOD
2/9/2008	All	Approved by Society G and BLI Committee	Society G and BLI Committee
2008 Changes	Modified para 2.2.2, removed part of .2.5.. Changed ASNSU to ARIZ throughout Changed SCE to Southeast throughout. Updated Fig 2.0 Added para 4.3.2.7. Added para; 8.3.1.4,, 8.3.(a) ,8.3.1.4,,8.3.2.1.1, 8.3.2 1 2, 8.3.2.2.1. 8.3.2.2.1,2 and 3 (renumbered) 3.1 (moved from 8.6) 8.6, renumbered. 10.1.4 (moved from 8.7) COTS changed to "Leadership Academy" throughout District Director of Contest and Judging (DDC&J) changed throughout to the current acronym: DRCJ (District Representative for Contest and Judging)	Approved by FWD HOD Oct 10, 2008	Approved G&BL Jan 16, 2009
2009 Changes	Southwest (Division 1), Southeast (Division 2) Northwest (Division 3), Northeast (Division 4) and Arizona Div. 5. 1.2 Adding governing documents,, 2.0 updating Org chart. 4.1.11 Nom of SBC 9.2.b reducing waiver miles deleted. 4.2.3.9 Financial Development Committee Job Description added. 4..11 deleted. 5.2 Delegates Brochure . 8.3.1.6 added, 8.3.2.2.3 added material, 10.2.1 added electronic means 11.2.5 modified 11.2.6, modified 14.9 Convention Dedicatee		
2010 Changes	4.3.2,, 4.3.2.1-4.3.2.9, 9.5, 10.1.1, 11.2.5, 8.3.1.1, 8.3.1.d, 8.3.2.2.1.e, 8.3.2.2.3.c	In accordance with approval by the FWD HOD (Oct. 2010) upon recommendation of the FWD Board.	FWD HOD
2011 Changes		Approved by HOD Oct. 2011	FWD HOD
2012 Changes	1.2 Other Governance Documents 8.3.2.1.2. HIGH SCHOOL CONTESTS 9.2 Show Clearance Procedure	To change policy to improve procedures for shows and contests.	Approved by the FWD HOD October 2012 in Mesa, AZ
2013 Changes	Page 23 [8.3.1.6.4.a & b]	To add back rails for safety.	Approved by the FWD HOD October 2013.
2014 Changes	Page 9 , 11 (4.1.11 & 4.1.12) Page 21, (8.3.1 c) Page 33 (11.2.6.c)	Add VP Music & Performance & VP Contest & Judging	Approved by the FWD HOD March 2014

2014 Changes	Page 33, 34 (13.2)	Change "District Youth Education Fund" to "District Outreach Endowment Fund"	Approved by the FWD HOD October 10, 2014
2017 Changes	Page 37 14.6	Added Information from FWD Hall of Fame Members. Submitted by Ray Rhymer & Richard Lund	Approved by FWD President Gordon Bergthold 1/20/17
2017 Proposed Changes	Cover Page Section 1.1 Section 2.2 Section 2.4 Section 3.1 Section 3.2 Section 3.3 Section 3.4 Section 3.7 Add New Section 3.8 Section 4.1 Section 4.3.1.1 Add New Section 10.10 Remove Section 11.2.2 Remove Section 11.2.6(b)	Submitted By Allan Webb	



FAR WESTERN DISTRICT STATEMENT OF POLICY

ARTICLE I: PURPOSE

1.1 THE NEED FOR A STATEMENT OF POLICY

From time to time, the Far Western District House of Delegates (FWD HOD) and the Far Western District Board of Directors (FWD BOD) shall determine policy for the conduct of district affairs, which, upon approval of the BOD, HOD and Society Governance and Bylaws Committee (See Section 17.03), becomes binding upon the District and the individual chapters as appropriate. (See Standard District Bylaws (Art. 10.01)). These actions shall be readily available to all members serving in a district administrative capacity. To fulfill this need, the Board of Directors has adopted this Statement of Policy

1.2 Other Governance Documents

Other documents relating to the conduct of district affairs and referenced in this Statement of Policy include the Standard District Bylaws, Society Contest Rules, Society Statements of Policy, Society Operations Manual, WESTUNES Operations Manual and the FWD Directory. ***In addition, the following documents, which may be amended from time to time by the BOD***

without ratification by the HOD, are referenced in this Statement of Policy:

- [FWD Directory](#)
- **Score Based Plateau List (AAA, AA, A)**
- **District Youth Outreach Manual**
- **FWD Youth Medical/Parental Release Form**
- **Far Western District Youth Activity Code of Conduct for Adults,”**
- **FWD Convention Regulations.**

The following documents, which can be amended only by action of the Society Board of Directors or the Society Executive Director, are referenced in this Statement of Policy:

- Society Contest Rules
- Society Statements of Policy
- Society Operations Manual

~~These documents are available either through the district website and/or the District Secretary's files.~~

"These documents are available through the Society website."

~~To the extent that the provisions of this District Statement of Policy conflict with the FWD Convention Regulations the rules set forth in this Statement of Policy shall prevail.~~ All policy matters adopted by either the Board of Directors or the House of Delegates in the future will be incorporated herein. Amendments/revisions shall be made by additions to, or reprinting of, the affected page(s), and the reprinting of the table at the front of this document showing the following: date of the amendment, pages amended, reason for amendment, the authority for the change (HOD, FWD BOD etc.) and person responsible for making the change.

Society Governance and Bylaws Committee approval must be obtained for any amendment/revision to this Statement of Policy document. (See Section 17.03)

ARTICLE II: GEOGRAPHICAL BOUNDARIES OF THE DISTRICT AND DIVISIONS

2.1 FAR WESTERN DISTRICT.

The Far Western District boundaries are established by the Society Board of Directors.

The District consists of the states of Arizona, California, Hawaii, Nevada and Southern Utah.

2.2 DIVISIONS

There shall be five Divisions within the District. They are:

- | | |
|---------------------|------------------|
| Division 1 | SOUTHWEST |
| • Division 2 | SOUTHEAST |
| • Division 3 | NORTHWEST |
| • Division 4 | NORTHEAST |
| • Division 5 | ARIZONA |

Chapters have been, or new chapters will be, assigned to the geographical division that is identified with their normal meeting place as shown below. **"Each chartered chapter situated within the territorial limits of the District shall be a member of the District."**

2.2.1 DIVISION 1, SOUTHWEST DIVISION

California counties as follows: San Luis Obispo, Kern, Santa Barbara, Ventura and Los Angeles County. Santa Barbara County includes the islands of

San Miguel, Santa Rosa and Santa Cruz. Ventura County includes San Nicolas Island and Los Angeles County includes Santa Catalina and San Clemente Islands.

2.2.2 DIVISION 2, SOUTHEAST DIVISION

California counties as follows: San Bernardino, Riverside, San Diego, Imperial, Orange County and that portion of Nevada that lies south of the 37th parallel and Washington County, Utah

2.2.3 DIVISION 3, NORTHWEST DIVISION

The State of Hawaii and the California counties west of the Coastal Range: Del Norte, Humboldt, Trinity, Mendocino, Lake, Sonoma, Napa, Marin, Contra Costa and Alameda, as well as the counties of San Francisco, San Mateo, Monterey, Santa Cruz and Santa Clara.

2.2.4 DIVISION 4, NORTHEAST DIVISION

That portion of Nevada which lies north of the 37th parallel and the following California counties: Kings, Tulare and Inyo (whose common southern boundaries form an east-west line forming the southern boundary of this division), Fresno, San Benito, Merced, Madera, Stanislaus, Mariposa,

San Joaquin, Calaveras, Tuolumne, Mono, Sacramento, Amador, Alpine, Yolo, El Dorado, Colusa, Sutter, Placer, Yuba, Nevada, Glenn, Butte, Sierra, Tehama, Plumas, Shasta, Lassen, Siskiyou, Modoc and Solano.

2.2.5 DIVISION 5, ARIZONA

The State of Arizona.

2.3 ESTABLISHMENT OF NEW CHAPTERS

District Chairman for Member Services Committee and the Board of Directors shall work with extension groups, license groups, and newly formed chapters in conformance with Society Rules and Regulations regarding the establishment of such chapters.

2.4 DISSOLUTION OF CHAPTERS

~~The Board of Directors shall have the power to dissolve chapters in accordance with the Standard Chapter Bylaws Art. XI, which states:~~

~~"In the event of the dissolution of this chapter, voluntarily or otherwise, the person or persons having custody of the chapter funds, property and assets, after payment of all obligations, within 30 days of such dissolution, shall give convey, assign transfer and set over to the district association of chapters of which it is a member, all of said chapter funds, property and assets. All such property accruing to said district shall be used to promote the aims and purposes of the Society..."~~

~~The funds, property and assets will be turned over to the District Secretary for inventory and recommended disposition to the FWD BOD.~~

"The Board of Directors shall have the power to dissolve chapters in accordance with the Standard Chapter Bylaws Art. XI, Section 11.01, which states: In the event of the dissolution or winding up of this chapter, voluntarily or otherwise, all of its assets remaining

after payment, or provision for the payment, of all debts and liabilities of the chapter shall be distributed to the District if it is then existing and organized and operated exclusively for charitable and/or educational purposes and exempt from taxation under Section 501(c)(3) of the Internal Revenue Code. If the District is not then existing and so organized, operating and exempt, then such remaining assets shall be distributed to the Society if it is then existing and so organized, operating and exempt; but if neither the District or the Society is then existing and so organized, operating and exempt, then such remaining assets shall distributed to another existing organization that is organized and operating exclusively for one or more of the purposes for which the District and the Society were formed, and which is exempt from taxation under Section 501(c)(3) of the Internal Revenue Code."

2.5 CHAPTER NAME SELECTION

When selecting or changing a chapter name, new and existing chapters will be guided by the Society Rules and Regulations *Section III, Chapter Charters, A. Active Chapters, and Society Bylaws, Art. III, Para 3.03.*

Further, it is required that the name selection be favorably acted upon by the FWD BOD prior to the endorsement by the district president and the subsequent submission of the request to the Society for approval.

ARTICLE III: HOUSE OF DELEGATES

3.1 HOUSE OF DELEGATE MEMBERS

~~Voting members of the Far Western District HOD are the following:~~

- ~~• Chapter Delegates (one per chartered chapter).~~

- ~~• District Board Members (see Art. IV. Sect. 4.1)~~

- ~~• Past District Presidents.~~

~~A quorum shall consist of 30% of the delegates or alternates, no proxy votes accepted (in accordance with Sections 4.02 and 7.02 of the Society Bylaws).~~

"The District House of Delegates shall be the supreme legislative and governing body of the District and shall consist of (a) the duly designated delegate (traditionally the Chapter President, unless the Chapter President names an alternate delegate) from each duly chartered District chapter; (b) each member of the District Board of Directors; (c) any number of past District presidents, at the option of the District House of Delegates, who are members of the Society, available and willing to serve, and whose principal barbershopping activity is in a chapter of the District. Each of the above-named shall be a "Delegate." Such House of Delegates shall be subject to the rules and regulations of the Society and the Society Bylaws and shall have discretionary powers in all District affairs."

3.2 HOUSE OF DELEGATES MEETINGS

The Far Western District House of Delegates meets twice annually during district Spring and Fall convention weekends. The official Delegate Call, stating dates, location, quorum requirements, etc. relative to HOD meetings for District Conventions must appear in *WESTUNES* no later than 45 days prior to meetings for District conventions. In addition, the District Secretary will provide, via mail, or provided by electronic means, a brochure containing reports of all district officers and committee chairmen. This brochure shall be in the hands of all delegates no later than 30 days before each HOD meeting.

The official "credential card" issued with the HOD brochure is mailed/or provided by electronic means to chapter president. It shall be signed by the

chapter secretary and chapter president and presented by the Chapter delegate when registering at the HOD meeting. **"A quorum for the transaction of business by the District House of Delegates shall be 30% of the Delegates or alternates. All meetings of the District House of Delegates shall be conducted in accordance with Robert's Rules of Order (Current Edition)."**

3.3 CHAPTER DELEGATE TO THE HOUSE OF DELEGATES

~~Representation of each chapter in FWD is expected at the annual House of Delegates (HOD) meetings. The chapter president is normally the delegate to the District House of Delegates annual meetings. The chapter president, however, may delegate the duty to any regular chapter member at his discretion.~~

"Each Delegate shall be a member in good standing of the chapter he represents. Each Delegate shall be entitled to one vote on any question submitted for vote at the House of Delegates meetings, and no person shall be entitled to more than one vote regardless of the offices or representative positions held. No proxy or absentee votes shall be permitted."

3.4 HOD MANDATORY ACTIONS

It is mandatory that the HOD act on the following matters:

Election of district officers

~~Revision of dues~~

"The District House of Delegates shall fix the District dues, fees and assessments payable to the District by member chapters of the District and/or by the members of such chapters, including members of the Frank H. Thorne Chapter who reside in the District. Members holding membership in two or more chapters in the District shall not be required to pay multiple District dues, but members holding membership in chapters in two or more districts shall be obligated to pay dues to each of those Districts."

~~Awarding of District convention bids~~

Amendments to FWD Statement of Policy

Agenda items submitted by chapters, delegates or BOD

Approval of the District budget

Any other matters acted upon by the Board of Directors when deemed proper or necessary by the District President and included as agenda items.

"The order of business at the District House of Delegates meetings shall include the following:

- 1. Roll call, checking of credentials and establishing a quorum.**
- 2. Minutes of previous meeting.**
- 3. Reports of officers and committees.**
- 4. Unfinished business.**
- 5. New business.**
- 6. Report of Nominating Committee (fall meeting only).**
- 7. Election of officers (fall meeting only).**
- 8. Adjournment."**

3.5 RECEIPT OF AGENDA ITEMS

Agenda items for the HOD from District Delegates must be received by the District Secretary 45 days prior to the HOD meeting. The chapter presidents must receive the agenda and other reports from the District Secretary not later than 30 days prior to the meeting unless such item is an appeal or call for

ratification of a FWD BOD action by the HOD as outlined in Article III, Sec. 3.6 below.

3.6 PUBLICATION OF MINUTES

Timely publication of the actions of the HOD and FWD BOD meetings in the district bulletin, *WESTUNES*, is mandatory.

3.7 APPEAL/RATIFICATION OF BOD ACTIONS

"The District Board of Directors shall be the responsible administrative agency of the District and shall have the power and authority to transact all business of the District during the interval between District House of Delegates meetings. The District Board of Directors shall be authorized to make budgeted expenditures and emergency expenditures and is empowered to take such emergency action as may be in the best interest of the District. It shall also enforce Society and District rules and regulations."

All business conducted by the FWD BOD in the absence of appeal or call for ratification by the House of Delegates, will be considered final. Such appeal may be presented to the HOD by any delegate and may be placed on the agenda of that HOD meeting for discussion and vote by a majority vote of the members present.

3.8 Procedure for Dissolution

In the event the district decides to dissolve for any reason, it shall first offer a motion of dissolution to the House of Delegates, and said motion must be passed by two-thirds of the authorized delegates present and voting. After passing by the required two-thirds vote, the request for dissolution shall be presented to the Society Board for consideration and action. The request for dissolution shall be accompanied by a statement of the districts assets, liabilities, and financial accounting for the previous two years."

ARTICLE IV: DISTRICT OFFICERS

4.1 ELECTED OFFICERS

Each officer of the District shall be an active member in good standing of a chapter within the District other than the Frank H. Thorne Chapter. FWD Officers are nominated by the FWD Nominating Committee, or properly nominated from the floor (see Art. XI, Para

~~.11.2.6) and duly elected by the House of Delegates at their Fall meeting.~~

"District officers shall be elected by the District House of Delegates, except that the retiring District president shall automatically succeed to

the office of immediate past president. A president who resigns or is removed during his term of office does not thereby become the immediate past president. Officers shall take office on January 1 of the year following their election. Officers shall serve for a term (as fixed below in this statement of policy) of either one or two years; provided however, that all officers shall serve until their successors are elected and take office. No District president having served a term of two years (or two consecutive terms of one year) shall be eligible to succeed himself.

In the event that an elective District office or District Board of Directors position shall become vacant, or be about to become vacant, for any reason, the District Board of Directors shall elect a qualified member of the District to fill such vacancy, and the person so elected shall hold office until his successor is elected and qualified. In the event of a vacancy in the office of immediate past president, a successor may be elected from among those qualified past presidents who are able and willing to serve.

In the event that the District president, elected by the Board of Directors to fill a vacancy under the provision set forth above, shall serve more than nine months of a one-year term, or more than one year and nine months of a two-year term in such office, it shall be considered a full term for the purposes of determining his eligibility for election to a successive term."

The elected officers shall be as follows:

President

Executive Vice President

~~Immediate Past President~~

District Vice President Southwest Division

District Vice President Southeast Division

District Vice President Northwest Division

District Vice President Northeast Division

District Vice President Arizona Division

District Vice President Music & Performance

District Vice President Contest & Judging

Secretary

Treasurer

4.1.1 DISTRICT PRESIDENT

The District President is the chief executive officer of his district. He manages officers and committee chairmen, who are charged to ensure that Society and district programs and policies are implemented at the chapter level.

Further, he:

- a) Supervises and monitors all administrative functions and activities of his district.
- b) Maintains knowledge of all governing documents.

- c) Establishes annual priorities and goals for his district, sets the pace to promote their success and is responsible for achieving them.
- d) Reports progress toward achieving goals to the Society Board through the Society Executive Vice-President.
- e) Chairs all meetings of the BOD and HOD.

He will be the chairman of the district board of directors and officiate at all FWD BOD and HOD meetings. He shall be the district spokesman, direct all programs, appoint chairmen for activity functions, appoint committee as needed to study new concepts, review policy, and to deliberate on speculative initiatives. He will supervise and monitor all work activity and be fully knowledgeable of all functions and charges. He shall communicate with his district officers with written reports, verbally, by mail, e-mail, and/or telephone, and in any other manner to ensure activity progress in the interim between FWD BOD meetings. He shall develop a district work plan, approve of all financial matters and report to the Society Board on such plans and budgets semi- annually.

He directly communicates with: FWD BOD, committee chairmen, Society leadership, and Society Headquarters.

4.1.2 DISTRICT EXECUTIVE VICE-PRESIDENT Reporting directly to the District President, the duties of the District Executive Vice-President are:

1. Preside at BOD meetings in the absence of the President
2. Preside at meetings of the District Management Team.
3. And perform such other duties as assigned by the President.
4. Attends all FWD HOD and BOD meetings.

4.1.3 DISTRICT VICE-PRESIDENT FOR SOUTHWEST DIVISION (DIV. 1)

Reporting directly to the District President, the District Vice-President for the Southwest Division, Division 1 (see Sec. 2.2.1), as the on-site division manager, is responsible for:

- a) Providing active, managerial liaison between the chapters in Southwest Division and the District President and the point-contact in the division for district matters.
- b) Establishing a work plan in coordination with the District over-all work plan and maintaining cognizance of the ongoing status of the objectives.
- c) Actively encouraging chapters in Southwest Division to support and participate in divisional opportunities (Leadership Academy, Harmony College West, etc) as provided by the district.
- d) Providing coordination, and communications with the chairmen of the Standing Functional Committees in the matters of Chapter Support and Leadership training, Chorus Director Development, Contest and Judging, Events, Marketing and PR, Member Services and Youth in Harmony. He actively assists these chairmen in the recruiting of men to help the chairmen facilitate their programs within the division. The DVP specifically helps to recruit, assign and supervise the support within the division.
- e) Assuring that the individual chapters of the division have ready access to advice and counsel from district specialists and are receiving resources that are needed and requested and that their "voices" are being heard at district level.
- f) Annually, in advance, locates suitable venues for divisional Leadership Academy) and coordinates the activity with the Chairman of CSLT and the District Leadership Academy Coordinator.
- g) Providing timely reports to the District President and the BOD concerning the

on- going health of the division identifying needs and or examples of superior performance against the established work plan.

- h) Attends all FWD HOD and BOD meetings.

4.1.4 DISTRICT VICE-PRESIDENT FOR SOUTHEAST DIVISION (DIV. 2)

Reporting directly to the District President, the District Vice-President for the Southeast Division, Division 2 (see Sec. 2.2.2), as the on-site division manager, is responsible for:

- a) Providing active, managerial liaison between the chapters in Southeast Division and the District President and the point-contact in the division for district matters.
- b) Establishing a work plan in coordination with the District over-all work plan and maintaining cognizance of the ongoing status of the objectives.

Actively encouraging chapters in Southeast Division to support and participate in divisional contests, district events and educational opportunities of Leadership Academy, Harmony College West, etc.)

- c) Providing coordination, and communications with the chairmen of the Standing Functional Committees in the matters of Chapter Support and Leadership training (s), Chorus Director Development, Contest and Judging, Events, Marketing and PR , Member Services and Youth in Harmony. He actively assists these chairmen in the recruiting of men to help the chairmen facilitate their programs within the division. The DVP specifically helps to recruit, assign and supervise the s within the division.
- d) Assuring that the individual chapters of the division have ready access to advice and counsel from district specialists

and are receiving resources that are needed/requested and that their “voices” are being heard at district level.

- e) Annually, in advance, locates suitable venues for divisional Leadership Academy and coordinates the activity with the Chairman of CSLT and the District Leadership Academy Coordinator. (DLAC)
- f) Providing timely reports to the District President and the BOD concerning the on- going health of the division identifying needs and or examples of superior performance against the established work plan.
- g) Attends all FWD HOD and BOD meetings.

4.1.5 DISTRICT VICE-PRESIDENT FOR NORTHWEST DIVISION (DIV. 3)

Reporting directly to the District President, the District Vice-President for the Northwest Division, Division 3 (see Sec. 2.2.3) as the on-site division manager is responsible for:

- a) Providing active, managerial liaison between the chapters in The Northwest Division West/Hawaii and the District President and the point-contact in the division for district matters.
- b) Establishing a work plan in coordination with the District over-all work plan and maintaining cognizance of the ongoing status of the objectives.
- c) Actively encouraging chapters in Northwest Division to support and participate in divisional contests, district events and educational opportunities (Leadership Academy Harmony College West, etc.)as provided by the district.
- d) Providing coordination, and communications with the chairmen of the Standing Functional Committees in the matters of Chapter Support and Leadership training, Chorus Director Development, Contest and Judging, Events, Marketing and PR, Member Services and Youth in Harmony. He actively assists these chairmen in the

recruiting of men to help the chairmen facilitate their programs within the division. The DVP specifically helps to recruit, assign and supervise the s within the division.

- e) Assuring that the individual chapters of the division have ready access to advice and counsel from district specialists and are receiving resources that are needed/requested and that their “voices” are being heard at district level.
- f) Annually, in advance, locates suitable venues for divisional Leadership Academy and coordinates the activity with the Chairman of CSLT and the District Leadership Academy Coordinator. (DLAC)
- g) Providing timely reports to the District President and the BOD concerning the on- going health of the division identifying needs and or examples of superior performance against the established work plan.
- h) Attends all FWD HOD and BOD meetings.

4.1.6 DISTRICT VICE-PRESIDENT FOR NORTHEAST DIVISION. DIV. 4)

Reporting directly to the District President, the District Vice-President for the the Northeast Division, Division 4 (see Sec. 2.2.4), as the on-site division manager, is responsible for:

- a) Providing active, managerial liaison between the chapters in The Northeast Division and the District President and the point-contact in the division for district matters.
- b) Establishing a work plan in coordination with the District over-all work plan and maintaining cognizance of the ongoing status of the objectives.
- c) Actively encouraging chapters in The Northeast Division to support and participate in divisional, district events and educational opportunities (Leadership Academy Harmony College West, etc.) as provided by the district.
- d) Providing coordination, and communications with the chairmen of the Standing Functional Committees in the matters of Chapter

Support and Leadership training, Chorus Director Development, Contest and Judging, Events, Marketing and PR, Member Services and Youth in Harmony. He actively assists these chairmen in the recruiting of men to help the chairmen facilitate their programs within the division. The DVP specifically helps to recruit, assign and supervise the s within the division.

- e) Assuring that the individual chapters of the division have ready access to advice and counsel from district specialists and are receiving resources that are needed/requested and that their “voices” are being heard at district level.
- f) Annually, in advance, locates suitable venues for divisional Leadership Academy and coordinates the activity with the Chairman of CSLT and the District Leadership Academy Coordinator. (DLAC)
- g) Providing timely reports to the District President and the BOD concerning the on- going health of the division identifying needs and or examples of superior performance against the established work plan.
- h) Attends all FWD HOD and BOD meetings.

4.1.7 DISTRICT VICE-PRESIDENT

ARIZONA DIVISION (DIV. 5)

Reporting directly to the District President, the District Vice-President, Arizona, Division 5 (see Sec. 2.2.5), as the on-site division manager, is responsible for:

- a) Providing active, managerial liaison between the chapters in Arizona Division and the District President and the point-contact in the division for district matters.
- b) Establishing a work plan in coordination with the District over-all work plan and maintaining cognizance of the ongoing

status of the objectives.

- c) Actively encouraging chapters in Arizona Division to support and participate in divisional contests district events and educational opportunities Leadership Academy Harmony College West, etc as provided by the district.
- d) Providing coordination, and communications with the chairmen of the Standing Functional Committees in the matters of Chapter Support and Leadership training, Chorus Director Development, Contest and Judging, Events, Marketing and PR, Member Services and Youth in Harmony. He actively assists these chairmen in the recruiting of men to help the chairmen facilitate their programs within the division. The DVP specifically helps to recruit, assign and supervise the s within the division.
- e) Assuring that the individual chapters of the division have ready access to advice and counsel from district specialists and are receiving resources that are needed/requested and that their “voices” are being heard at district level.
- f) Annually, in advance, locates suitable venues for divisional Leadership Academy and coordinates the activity with the Chairman of CSLT and the District Leadership Academy Coordinator. (DLAC)
- g) Providing timely reports to the District President and the BOD concerning the on- going health of the division identifying needs and or examples of superior performance against the established work plan.
- h) Attends all FWD HOD and BOD meetings.

4.1.8 DISTRICT SECRETARY

The duties of the District Secretary:

- a) He is the recording and corresponding secretary for the district.
- b) He is the custodian of the district calendar and district documents

including Bylaws, Statement of Policy, Articles of Incorporation, et al.

- c) He issues chapter show clearances in accordance with Society instructions; maintains a list of and publicizes chapter shows.
- d) Records and transcribes the minutes of all district meetings.
- e) Calls all the district officials and chapter delegates to their appropriate meetings.
- f) Prepares minutes on all FWD BOD actions and distributes them, as well as district regulations and statements of policy, to chapter delegates.
- g) Attends all FWD BOD and HOD meetings.

He directly communicates with: District President, FWD BOD, committee chairmen, chapter show chairmen, Society Headquarters, district publications.

4.1.9 DISTRICT TREASURER.

The district treasurer is the chief financial officer of the district. The duties of the District Treasurer:

- a) He is the manager of the district budget and expense disbursements.

Maintains financial records, analyzes expenditures and is cognizant of state/federal policies regarding non-profit organizations.

- b) He is a member of the district finance committee (if established by the president) which reviews policy, financial accounting.
- c) Submits appropriate financial reports to the FWD BOD and Society Board of Directors.

He will attend and be a voting member of all district business (HOD and BOD) meetings. He shall report by regulations or as appropriate on the financial status of the district, presenting a balance sheet for approval and instructs all district officials on expense reporting. He calls annually for budget input, subject to FWD BOD discussion and approval and presents the budget to the HOD for approval.

He directly communicates with: District President FWD BOD, committee chairmen, Society Director of Finance and Administration, and Society Headquarters.

4.1.10 DISTRICT IMMEDIATE PAST PRESIDENT

The District Immediate Past President serves as an advisor to the District President and Board of Directors. His duties include:

- May be assigned as the chairman of one of the Standing Function Committees,
- And other duties as may be assigned by the District President.
- Attends all FWD HOD and BOD meetings.

He directly communicates with the District President and the FWD BOD.

4.1.11 VP CONTEST AND JUDGING

The VP Contest and Judging reports directly to the District President. The VP Contest and Judging must be a Certified Judge per the

Society International C&J Committee rules. The duties of the VP Contest and Judging (DRCJ) are:

- a. Acting as liaison between the Society Contest and Judging Committee and the district.
- b. Recommending/requesting personnel for judging panels
- c. Attending appropriate Society C&J meetings.
- d. Communicating with and coordinating Society Contest and Judging policy within the district.
- e. Organizing and administering all **contest** judging activities within the district.
- f. Communicating with all potential contestants in district contests.
- g. Promoting and handling all applications of judging candidates from the district and schedules practice panels at district contests.
- h. Working with the Chairman of the Events Committee to ensure that all contest venues have suitable sound and lighting systems for contests.
- i. Attending FWD BOD and HOD meetings.

The VP Contest & Judging directly communicates with: District through, the President, the Executive Vice President District Board of Directors, District Geographical Vice Presidents, district convention chairmen, and the Society C&J Committee.

4.1.12 VP MUSIC AND PERFORMANCE

Reporting directly to the District President, the duties of the VP Music and Performance are:

- a. Is responsible for all music activities within the district that will improve and expand the musical knowledge and performance abilities of the membership including but not limited to:
- b. Quartet and chorus coaching programs, including music coach guilds and music coach training,

c. Developing and administering performance evaluation programs for quartets and chapters,

d. District music education schools,

e. Coordinating of all Society music representative visitations to the district,

f. Communicating with local music educators and developing student participation in college and high school quartet contests,

g. Coordinating with the Chairman of the annual district Harmony College West school, making arrangements for faculty, classes offered and faculty to be used.

h. Managing the Chapter Chorus Coaching Reimbursement program (See Form in FWD Website, MEMBERS ONLY, Forms and Files)

i. Providing guidance to chapter Vice-Presidents of music and performance.

j. Attending FWD BOD and HOD meetings.

k) Events Committee, The Chairman directly communicates with: District through, the Executive Vice President, the President, District Board of Directors, District Geographical Vice Presidents, committee chairmen, Society Music and Performance Committee.

4.2 OFFICER TENURE

The following tenure is established for the District elective positions:

District President

Elected annually for one year. May succeed himself once for a total of two years continuous service.

May be re-elected to one additional cycle (one year, renewable to two years) after an interval of two years.

Executive Vice President

Elected annually for a one year term. May be re-elected to succeed himself three times for a total continuous service of four years.

District Vice-Presidents

Elected annually for a one-year term. May be re-elected to succeed

themselves five times for a total continuous service of six years.

District Treasurer

Elected annually for a one-year term. May be re-elected annually with no maximum tenure established.

District Secretary

Elected annually for a one-year term. May be re-elected annually with no maximum tenure established.

4.3 COMMITTEE CHAIRMEN APPOINTMENTS

The District President, in accordance with the Standard District Bylaws, will appoint committee chairmen for the standing, special and/or ad hoc committees for a one year term commencing January 1 and ending December 31 of the administrative year.

4.3.1 DISTRICT COMMITTEES

District Committees consist of: the Nominating Committee, the Audit Committee, Required Functional standing committees, Ad Hoc committees (as may be needed); and any others deemed necessary by the District President to conduct the business and functions of the Far Western District. The details of each are identified in the following sections.

4.3.1.1 Nominating Committee.

The Nominating Committee shall consist of three or more past District presidents, or members of the House of Delegates, Annually, on or before January 1 the president or president-elect shall appoint/reappoint the nominating committee. The majority of the members of the nominating committee shall be past district officers and all members shall be required to have demonstrated knowledge of district affairs and experience in the governance of the District. The term for each member will be three years. Where applicable, the district immediate past president will be appointed to the nominating committee, joining the members with two years or less service. If the immediate past president is

not available or does not wish to serve, the president-elect will appoint a past district president or a HOD member for a three year term. The chairman of the nominating committee is the member with the highest committee-seniority (i.e., in his third year of service to the committee) who will be automatically retired at the completion of his third year.

The nominating committee shall prepare a slate of eligible candidates (at least one for each position) for each district office and district Board members at large, at such time and in the manner prescribed in Section 11.2.6 of this SOP.

The slate shall be presented to the FWD Board at their summer meeting and subsequently published in the

district bulletin *WESTUNES* to be in the hands of the district HOD delegates 30 days prior to the Fall HOD meeting. The slate will also be published in the Official Delegate's Brochure distributed 30 days prior to the Fall HOD meeting. The election of officers is described in Section 11.2.6 of this document.

~~Regarding the Society Board Member at large, if to be elected, the district nominating committee shall submit candidate recommendations to the Chairman of the Society Nominating Committee by at least March 1 annually in accordance with Society Nominating Committee requirements~~

"In accordance with the provisions of Sections 7.01(c)(iii) and (iv) of the Society bylaws the District president shall annually obtain and report to the Society nominating committee the recommendation of the District as to the pool of candidates under consideration by the Society nominating committee for nomination for the position(s) of Society Board directors at-large. The District president shall obtain the recommendation of the District through the District Nominating Committee, Board of Directors, House of Delegates, or any other body/individual as specified by the District in these bylaws or in other District governing documents. The recommendation of the District shall be made by approval voting whereby a single vote may be cast for each candidate in the pool

who would be acceptable to the District if nominated by the Society nominating committee and elected by the Society Board."

4.3.1.2 AUDIT COMMITTEE

The District President (or president-elect) annually shall appoint members to an audit committee whose purpose is to provide an annual audit of the district treasurer's accounts. Non-society member(s) may be appointed to serve on the committee.

4.3.2 REQUIRED FUNCTIONAL STANDING COMMITTEES (DISTRICT MANAGEMENT TEAM)

The District President (or president-elect) will annually establish committees and appoint chairmen to coordinate specific tasks for FWD in accordance with guidelines provided in the District Bylaws. Section 5.05 (c) and Section 11.6 of this document. These Functional Committees report to the Executive Vice President who presides at all meeting of the DMT. These committees are:

4.3.2.1. Chapter Support and Leadership Training

1. Chorus Director Development
2. Events
3. Marketing and Public Relations
4. Member Services
5. Youth in Harmony.
6. Financial Development

The tasks and responsibilities of these committees are shown in the following sections.

4.3.2.2. CHAPTER SUPPORT AND LEADERSHIP TRAINING COMMITTEE

The duties of the Chairman of the Chapter Support and Leadership Training Committee are:

- a. Developing administering and maintaining an effective chapter counseling program in the district, including the recruitment, appointment, management and training of trainers

and s.(see Section 10.5)

- b. Recruiting and developing a Leadership Academy (formerly COTS) faculty for training and maintains and disseminates and Counselor training materials within the district.
- c. Recommending the certification of s and trainers from the district, when appropriate.
- d. Coordinating and administering Chapter Operations Training Seminars in the district.
- e. Acts as liaison with the Society Chapter Support Committee and communicates and coordinates its polices within the district.
- f. Recruit and train a long-term District Leadership Academy coordinator (DLAC) whose tenure will be indefinite to assure most effective continuity of this critical task.
- g. Participate in Society training as provided for CSLT personnel.
- h. Attending FWD BOD and HOD meetings when specifically invited by the District President.

The Chairman directly communicates with: District through, the Executive Vice President, the President District Board of Directors, District Geographical Vice Presidents, Society Chapter Support and Leadership Training Committee.

4.3.2.3. CHORUS DIRECTOR DEVELOPMENT COMMITTEE

The duties of the Chairman of the Chorus Director Development Committee are:

- a) Promoting, administering and recruiting participants for the Chorus Directors' Workshop Intensive (CDWI), chorus director certification programs and chorus director training programs in the district, and reporting on and publicizing accomplishments of

participants.

- b) Recruiting and developing a district faculty for chorus director training and maintains and disseminating chorus director training materials within the district.
- c. Communicating with, promoting and coordinating all functions of chorus director recruitment and development in the district, including promotion of the program and its materials to non-Society musicians in the district.
- d. Maintaining records on the CDWI, chorus director certification and chorus director development programs in the district and recommends the certification of chorus directors from the district, when appropriate.
- e. Acting as liaison with the Society Chorus Director Development Committee and communicates and coordinates its policies within the district.
- f. Developing an effective chorus directors guild in the district and chairs its meetings.
- g. Attending FWD BOD and HOD meetings when specifically invited by the District President.

The Chairman directly communicates with: District through, the Executive Vice President, the President, District Board of Directors, District Geographical Vice Presidents, chapter chorus directors and Society Chorus Director Development Committee.

4.3.2.4. EVENTS COMMITTEE

The duties of the Chairman for Events Committee are:

- a) The effective planning and budgeting, site selection and operation of all events held within the district, including conventions, music festivals, alternatives to competition, music and leadership training schools. etc.
- b) Interpreting all Society regulations as they apply to district conventions.
- c) Assuring that district convention manuals are up-to-date and used.

- d) Maintaining a comprehensive convention history file on past and potential convention sites.
- e) Acts as liaison with the Society Events Committee
- f) Serves as chair of the District Events Committee and is responsible for filling all key positions on the Committee
- g) Actively monitors the activity of his representatives in each division, who will regularly review and update possible venue sites.
- h) Attending FWD BOD and HOD meetings when specifically invited by the District President.
- i) Shall annually appoint a Division Event Planner (DEP) for each Division to approve venues and supervise/support conventions and contests that are held in the Division.

The Chairman directly communicates with: District through, the Executive Vice President, the President, District Board of Directors, District Geographical Vice Presidents, Society Events Committee, and Convention Planning Chairmen (DEP), the District Vice-President for Music and Performance and district convention chairmen.

4.3.2.5. MARKETING AND PUBLIC RELATIONS COMMITTEE

The duties of the Chairman of the Marketing and Public Relations Committee are:

- a) Ensuring that the district, its chapters and quartets have the marketing, image- and awareness-building tools to take advantage of their unique assets, and are using them to increase market penetration by matching their unique assets to community needs.
- b) Providing programs and materials to

enhance public awareness of barbershop harmony and the value of music education for personal enrichment.

- c) Providing chapters with guidelines for improving public awareness and appreciation of the Society through support of unified service projects and local charities.
- d) Provides supervision and guidance for district electronic and print publications.
- e) Promoting the sale and distribution of Society merchandise to advertise the Society and promote pride in the hobby.
- f) Acting as liaison between the District and the Society Marketing and Public Relations Committee.
- g) Attending FWD BOD and HOD meetings when specifically invited by the District President.

The Chairman directly communicates with: District through, the Executive Vice President, the President, District Board of Directors, District Geographical Vice Presidents, Society Marketing and Public Relations Committee and all forms of media and community information distribution channels.

4.3.2.6. MEMBER SERVICES COMMITTEE

The duties of the Chairman of the Member Services Committee are:

- a) Providing inspiration and ideas to promote membership recruitment and retention of members and the formation of new chapters.
- b) Using, developing, refining and implementing programs that will stimulate target-marketed members to join the Society in district chapters.
- c) Seeking out attractive extension sites for new chapters within the district and uses Society extension programs.
- d) Using effective communications and promotion of district activities through

regularly distributed district bulletins and encouraging development of informative chapter bulletins.

- e) Acting as liaison between the District and the Society Member Services Committee.
- f) Attending FWD BOD and HOD meetings when specifically invited by the District President.

The Committee shall support all Society membership and extension programs. He encourages chapters to promote guest nights and recruitment. He encourages chapters to make contact with their local schools to introduce barbershop harmony in their musical programs.

The Chairman directly communicates with: District through, the Executive Vice President, the President, District Board of Directors, District Geographical Vice Presidents, and Society Member Services Committee, committee chairmen, regional chapter Vice-Presidents of Chapter Development.

4.3.2.7. YOUTH IN HARMONY COMMITTEE

The Chairman for the Youth in Harmony Committee is responsible for:

- a) All district and chapter supported youth activities within the district that will improve and expand the musical knowledge and performance abilities of the high school and college youth including but not limited to:
- b) Fostering the establishment of groups of harmony singers at local schools as an integral part of the school music curriculum,
- c) Providing outlets for performance which could include competition,
- d) Developing a sense of singing as a lifelong activity,
- e) Providing for high school and college quartet coaching programs, including contests and evaluations,
- f) Providing for communications with local music educators and developing student participation in college and high school

quartets contests,

- g) Developing, refining, implementing and coordinating the FWD "Youth Camp" concept as appropriate and assuming the role of camp leader and student counselor.
- h) Acting as the district liaison and responsible for providing ongoing educational support and training for the chapter YIH Chairmen
- i) Responsible for the production and maintenance of the *District Youth Outreach Manual*
- j) Coordinating contacts by the Chairmen of the Member Services and Music and Performance Committees with district music educators to enhance local school barbershop harmony musical programs.
- k) Attending all FWD BOD and HOD meetings when specifically invited by the District President.

The Chairman directly communicates with: District through, the Executive Vice President, the President, District Board of Directors, District Geographical Vice Presidents, committee chairmen, Society Music and Performance Committee and the organization.

4.3.2.8. FINANCIAL DEVELOPMENT COMMITTEE

The duties of the Chairman of the Financial Development Committee are:

- a) Maintain a program for identifying notable charitable activities by individual chapters toward schools, charities or other non-profit organizations and publicly acknowledging those chapters in a suitable fashion.
- b) Prepare a comprehensive financial development plan for the district with annual updates for board approval and endorsement.
- c) The plan shall include recognition of sources including chapters, events and identify suggested recipients including Harmony Foundation, local not-for-profit community services and/or charities.
- d) Lead the annual district goal-setting

- process to determine challenging yet appropriate goals
- e) Ensure that the best available volunteers accept the functional chapter and/or divisional chairmen positions
 - f) Include potential volunteers in ways that help identify skills and fit for future needs
 - g) Participate in the district annual fund- raising program planning process
 - h) Implement the district goals of the District Financial Development plan through chapter and/or divisional representatives, and provide the necessary information to the district recognition program identifying chapter donations to Harmony Foundation, local community service, and any other eligible not for profit organization.
 - i) Provide district key-item information monthly directly to the District President and others as he suggests.
 - j) Participate monthly with the President of the Harmony Foundation to formally review the key-item report generated from data supplied by both parties at the end of each month. Make that report available as directed by the District President.
 - k) Report to the district president, and serve on the work planning and budgeting team.
 - l) Attend all district board and house of delegate meetings when specifically invited by the District President.

The Chairman directly communicates with: District through, the Executive Vice President, the President, District Board of Directors, District Geographical Vice Presidents, committee chairmen, Harmony Foundation President and

chapter and/or divisional financial development representatives.

4.3.3. COMMITTEES

Committees identified below are only typical and not mandatory; others including temporary or short-term AD HOC committees or "Task Forces" may be created by the District President as deemed necessary. The District President is an ex officio member of all committees other than the Nominating Committee and the Hall Of Fame Committee.

Achievement
Awards
Bulletin Editors

Contest and Judging
Ethics

Extension
Hall of Fame

Harmony For Lunch
Historian

Harmony Foundation
Music Education Liaison

High School Quartet Contest
Collegiate Barbershop Quartet
Contest Laws and Regulations

Long Range Planning
Music Archivist
Quartet Promotion
Senior Quartet
Contest Show
Advisory

Song Writers Guild
Sunshine

4.4 OFFICER MEETINGS.

In accordance with district bylaws (ART 6.03), the officers and directors of the district will meet

three times a year in normal session. These meetings are scheduled: (1) concurrent with the Spring International Quartet Preliminary Contests in March,

(2) the summer Board meeting (at a local selected by the district president) and (3) the Fall Meeting in conjunction with the Fall District contests in October. Special meetings may be held at the call of the district president or as otherwise provided by applicable corporate law.

4.4.1 SPECIAL MEETINGS

Where the necessity has been declared by the president, the Board may take action, without a meeting, by telephone (confirmed in writing), facsimile or electronic transmission, or by other written action, providing that all members consent to the taking of the action without a meeting.

4.4.2 VOTE REQUIRED FOR APPROVAL

Unless a greater vote is otherwise required by district bylaws, a majority favorable vote of all directors shall be necessary for the adoption of a proposed action.

4.4.3. QUORUM

A quorum for the transaction of business by the District Board of Directors shall be a majority of the membership thereof.

4.4.4 AGENDA, REPORTS, ETC.

30 days prior to each of these meeting the District Secretary will prepare and deliver to the officers and HOD delegates a brochure containing the reports of the officers and committee chairmen, and agenda containing the issues to be brought before the BOD and HOD and general information relative to the BOD and the HOD meeting. (See Art V).

ARTICLE V: REPORTS OF DISTRICT OFFICIALS

5.1 ANNUAL REPORTS

Members of the FWD BOD, all committee chairmen and other officials designated by the District shall submit separate written reports to the HOD and BOD prior to their regular meetings. Each report shall be submitted to the District Secretary not later than 45 days prior to the HOD meeting and no later than 15 days for the BOD meeting. The report shall state briefly the accomplishments, plans for immediate action, and recommendations for future programs of that official or committee. In addition, the chairman of the convention shall submit the schedule of convention events for publication with said reports. The reports to the HOD will be provided in brochure form, either by mail or electronically, to each delegate no later than 30 days prior to the HOD meeting.

Reports to the BOD by officers, directors and chairmen may be disseminated by e-mail or other means to assure that all members of the Board of Directors have received them no later than 15 days prior to each BOD meeting. The reports should contain full details and status of the required topics in such a manner as to reduce the discussion time at the actual BOD meeting. Recommendations and issues that require approval of the BOD should be clearly identified in the report with supporting rationale. In an effort to administer efficiently the business of the district, only the briefest supporting oral reports should be provided at the BOD meetings and these to contain only changes to the material submitted. FWD Officers and directors are charged to review the materials, recommendations and rationale ahead of time and be prepared to act at the BOD meetings.

In addition, Committee Chairmen identified in Section 4.3.2 shall provide the annual and other required reports to their counter-part Society Committee Chairmen in accordance with instructions and timetable provided in the Society Operations Manual.

5.2 HOD REPORTS/AGENDA.

The District Secretary shall provide by electronic or other means, a Delegates' Brochure containing a copy of the agenda, the reports of the district officers and committee chairmen (including the Nominating Committee report), a schedule of convention events and meetings (provided by the District President), and any other material pertinent to the HOD meeting, to the chapter presidents and members of the HOD no later than 30 days prior to the HOD meeting. (see Art. III, Sect. 3.1 above).

The Secretary shall deliver a copy of the slate of candidates, as provided by the Nominating Committee, to the District President and include it in the Delegates' Brochure that will be received by the HOD Delegates prior to elections in October.

ARTICLE VI: DISTRICT MEDIA

Media used by the Far Western District for dissemination of information include the district magazine **WESTUNES**, (printed and on-line editions), **WESTAGS**, a timely e-mail review of BOD activities an ongoing "listserv" (e-mail) channel and websites that are open for discussion and use of all members of the district.

WESTUNES

WESTUNES is the official publication of the Far Western District. The bulletin shall, on a regular basis, inform, entertain, educate and encourage a spirit of 'togetherness' of district members. It will be provided throughout the year by mail and/or electronic means to all Far Western District members of record and to subscription patrons, other Society recipients identified by Society Headquarters, and complimentary subscriptions, if desired, to the surviving spouse

of deceased FWD members. The latter is to be authorized on a case-by-case basis by the District President

WESTAGS

WESTAGS is a supplementary publication provided by electronic means following each BOD meeting, carrying the highlights of the events of the convention/meeting. The Chairman of the Marketing and Public Relations Committee is the originator of this document.

6.1.1 FWD-LIST (LISTSERV E-MAIL)

An open-channel, un-moderated list-serve-mail communications channel is provided at no charge to FWD members capable of accessing the internet. This channel carries announcements and discussion of a general nature to and for district personnel.

WEBSITES

The FWD website (farwesterndistrict.org) contains information of current and historical nature regarding the district, it's events and people. The website is administered by an appointed Webmaster who has a staff maintaining subsidiaries and supplemental websites in the several FWD divisions. Links are provided in each to assure rapid and efficient navigation of the media. The current and back issues of **WESTUNES** are available for review or downloading at this website.

6.2 FREQUENCY OF PUBLICATION.

WESTUNES will be published on a schedule approved by the FWD Board at the annual Summer meeting or at any BOD meeting where the need for approval is appropriate.

6.3 CONTENTS

In accordance with the WESTUNES Operations Manual, which is incorporated by reference in this document shall contain, but not be limited to:

A message from the District President who shall make observations and comment upon happenings of interest in the District and at the Society level.

A digest of happenings within each division in the FWD.

A calendar of events including all District and divisional conventions, Harmony College, Leadership Academy (formerly COTS), C&J Schools, Directors Schools, and all chapter shows which have been officially cleared through the District Secretary.

- a) The names and address of all members of the FWD BOD.
- b) Advertising. Advance advertising of district and divisional contests and events will be carried at no cost to the host chapter. Shows, business cards and other barbershop-related advertising will be carried at FWD BOD approved, established rates.
- c) Profiles of district members who distinguish themselves in service.
- d) In addition, subsequent to each meeting of
- e) The FWD BOD and HOD an abstract of the motions presented shall be published.

WESTUNES

The District President shall annually appoint a Managing Editor whose duties shall include the production, publication and distribution of *WESTUNES* on a regular and timely basis. The editor will report administratively to the Chairman of the Committee for Marketing and PR. The Managing Editor will function in accordance with the specifications identified in the document "*WESTUNES Operations Manual*" prepared for and approved in 2000 by the DVP Marketing and PR and the District President. (Document available from the FWD Secretary via e-mail only).

Specific duties of the *WESTUNES* Managing Editor include, but are not limited to:

- a) Being responsible to the FWD BOD for preparing an annual line-item budget including costs for travel to the International Convention and overseeing and reporting on the proper utilization of funds so allocated.
- b) Making timely use of news items exercising prudent editorial license.
- c) Making use of items from other district bulletins and *Update* from the Society Office as appropriate.
- d) Reserving the right to edit all contributed material. All copy submitted to him for publication should be carefully scrutinized for grammar and spelling as well as content. The *AP Stylebook*, Strunk and White's *The Elements of Style*, and the *PROBE Style Guide* are highly recommended as references for this purpose.
- e) Providing appropriate credit to contributors.

6.4.2 STAFF.

The Managing Editor shall appoint a staff including regional digester(s) (editor) for each of the five divisions in the FWD who shall be responsible for compiling and submitting for publication in *WESTUNES* feature columns dedicated to chapter bulletins.

Additional staff members may be appointed as outlined in the *WESTUNES Operations Manual*.

6.5 GENERAL EDITORIAL POLICIES

In addition to the policies, duties and responsibilities identified in the *WESTUNES Operations Manual*, the following policies

have been established with regard to publication:

- a) Prudent use of advertising will be permitted.
- b) Current FWD Quartet Champions' business card will be run free of charge during their period of championship.
- c) Advertising rates and patron subscription costs, domestic and foreign, may be modified with the consent of the FWD BOD. Rates shall be displayed on the title page, inside the front cover.
- d) Material considered 'blue' or off color will never be used.

7.3 PUBLICATION DATE

The directory shall be published as soon as possible after election of District officers and should be ready for distribution no later than January 1 annually.

It shall be available by electronic means at the FWD website (Members Only).

MEMBER CONTACT INFORMATION

Member contact information that may be included in the electronic media for the district shall contain the caveat regarding prohibition of use. Membership rolls, lists of quartets and of chapters, districts and officers thereof, shall not be furnished to any outside organization except under authorization by the Society Board.

Mailing lists and directories of the Society, its districts and chapters may be distributed and used only for purposes germane to the business of the district and the Society.

ARTICLE VII: DISTRICT DIRECTORY

7.1 RESPONSIBILITY AND CONTENTS

Each year, the District Secretary shall be responsible for the preparation and distribution of a FWD Directory. The directory shall contain the roster of district officers and chapter officers,. Details of committee chairmen, s, and such other information as deemed necessary by the FWD BOD will be carried on the district website (farwesternndistrict.org)

7.2 INFORMATION SUBMITTAL

Information submitted by chapter secretaries, for inclusion in the directory, must be provided to the Society data base following the election of chapter officers. Chapters failing to meet this deadline may not be included in the annual directory.

ARTICLE VIII: CONVENTIONS AND CONTESTS

8.1 FWD CONVENTION POLICY

Policy pertaining to the conduct of contests and conventions is contained in the FWD Convention Regulations approved for use by the FWD BOD, which by reference, are a part of this Statement of Policy

FWD convention/contest weekends contain quartet and chorus contests, meetings and other functions. The FWD policy on these events will be contained in this section.

8.2 CONVENTION/CONTEST MANAGEMENT

The District Events Chairman shall annually appoint a Division Event Planner (DEP) for each Division to approve venues and supervise/support conventions and contests that are held in the Division.

The DEP will be part of the Division VP's management team and may act for the District Events Chairman (when requested) to find or approve venues for meetings and functions held in the division.

8.3 CONVENTION/CONTESTS CATEGORIES

Annually, the Far Western District conducts **district**

Convention/contests and **divisional** contests.

- a) The **district** convention/contests include: the Spring District Convention/Contest (also known as the International Preliminary Quartet Contest) and the Fall District Convention/Contest. The International Preliminary Quartet Contest may be held in conjunction with the divisional contest in the host area.
- b) The **divisional** contests are held in the five divisions of FWD on separate dates in March, April and May. At the direction of the BOD, two divisional contests may be combined at a single venue and date. Such scheduling will require prior notice

to the members of the district no later than the Fall Convention of the previous year.

- c) The current Official SPEBSQSA Contest Rules regarding conduct and eligibility for both chorus and quartets shall apply to these official contests. The policy, schedule and conduct of these events are identified in the FWD Convention Regulations and are overseen by the District Chairman of the Events Committee. Details of each will be found in the following sections.

8.3.1 DIVISIONAL CONTESTS

Far Western District Divisional chorus and quartet contests shall be held in each division at a time and place designated by the District Chairman of the Events Committee in accordance with the FWD approved "15 Year Calendar," which shall be updated annually. (See FWD Convention Regulations, Part 5.0, Exhibit A.).

- a) The purpose of the divisional contests, shall be to select the competitors for the Fall District contest. Competitors will include district quartets, choruses, Senior Quartets, and such other competitors as included at the discretion of the FWD BOD.
- b) In accordance with Society operations, Collegiate Barbershop Quartets may be included in any FWD divisional contest. Registration for the divisional convention for members of such quartets is waived. Scores thus obtained are forwarded to the Society coordinator for inclusion in the Collegiate Barbershop Quartet Contest held annually in conjunction with the Society Summer Convention.
- c) Annually, at the Fall District Board of Directors meeting, the Vice President

Contest and Judging (DRCJ) will propose to the BOD and HOD, a target score for choruses and one for quartets that will be used to qualify contestants for the Fall Contest. The target score will be in the form of a percentage of possible scores allocated by either a single, double or triple panel. The target score will be provided in advance via *WESTUNES* and/or other written means to all contestants by the DRCJ prior to the first contest of the annual contest cycle.

- d) The drawing for order of appearance for divisional contests will be conducted approximately 14 days prior to each contest by the host chapter or the Events Committee, whichever is hosting the event. The chorus of host chapter or "hired chapter" as the case may be for the contest shall have the option of appearing either first, last or be included in the draw. Once the draw has been made and published via the internet and to the Contest Administrator of the event, the only changes that can be made are by the Contest Administrator or the District Representative for Contest and Judging (DRCJ) on the day of the contest due to circumstances beyond the control of the contestant

- e) Quartets and choruses are requested to register with the District Representative for Contest and Judging (DRCJ) no later than 28 days prior to the divisional, district or district prelim contest in which they intend to perform. Late entries may be accepted at the discretion of the DRCJ. Entries accepted after the 28 day deadline may not appear in the official program and shall appear first or last, at the discretion of the Contest Administrator under advisement of the DRCJ."

8.3.1.1 DIVISIONAL QUARTET CONTEST POLICY

Division quartet contests shall be held in each division (or combined divisions venue) at least 60 days prior to the District Quartet Contest.

Previous District Quartet

Champions are not allowed to compete. Other Society registered quartets from chapters within that division may compete in their respective division quartet contest. In no case may a quartet that has been eliminated in one division be allowed to compete in another division for the purposes of representation that division in the next District Quartet Contest

- a) Eligibility to participate in divisional and/or district quartet competition shall be in accordance with the Society C&J rules Section I. A. 4 and 5. A quartet man is a member of a Division based on the Chapter to which the member belongs or for Frank Thorne members, the mailing address on file with the BHS. Quartets with membership in more than one division may elect that division in which they will complete. The selection of division so elected will be considered permanent for the balance of that contest year. Quartets will not be eligible for Division Quartet Championship unless at least two men are members of their selected Division.
- b) Contestants qualifying to compete in the Fall District contest must achieve divisional scores equal to or greater

than score percentages established by the BOD and the HOD prior to the contest year.

Other policy matters covering the divisional quartet contests are:

- 1. The several types of quartets are defined as follows:
 - a) **Regular Quartet**;
 - b) **Novice Quartet** (no more than two members have competed at a Fall district competition);

- c) **Senior Quartet** (minimum age is 55, and the combined ages of the men in the quartet must total at least 240 years at the time of the International Seniors Contest for which the quartet is competing. . (See Section 8.3.2.4 of this document), and:
 - d) **Super Senior Quartet** (a minimum age for each member is 65 years as of the date of the Fall Senior contest; the total ages of the quartet members must equal or exceed 280 at the time of the contest.)
2. All members of performing quartets must be currently registered with the Society office and hold a valid registration for the convention/contest that they are entered. (Quartets will be rendered ineligible if any member is not listed with the Society as member of the quartet. Quartets may register with the Society (for a fee) as many members as desired).
 3. If a quartet cannot compete in its own divisional contest, the quartet must have approval of the District Representative for Contest and Judging (DRCJ), to perform in another division. Quartets competing outside their own division are not eligible for the divisional championship or divisional awards. The quartet will only be allowed to qualify for the Fall District Quartet Contest providing it meets the requirements as outlined in Article Art. VIII, Section 8.3.1.1 above.
 4. Quartets may perform for evaluation at any division contest. They will be scored by the judging panel and may participate in the judge's evaluation process, but their score will not appear in the scoring summary nor will it count for district qualification. Quartets performing for evaluation in their own division are guaranteed a contest slot. Quartets may perform for evaluation in divisions other than their own on a space available basis. If at the time of the draw there are too many quartets for the quartet session (i.e. more than 25), out of division quartets performing for evaluation will be dropped from the contest starting with the last entry until the session competitor limit is reached. A quartet may perform for evaluation in other division contests and also sing for district qualifying score in their home division.

8.3.1.2 SENIORS PRELIMINARY QUARTET CONTEST POLICY

The preliminaries for the Senior Quartet Contest are held at the five divisional contests at the same time as the divisional quartet and chorus contests. The five top scoring Senior Quartets from the divisional contests will compete in the district Fall Contest. (See Sec. 8.3.2.2.2.)

8.3.1.3. SUPER-SENIOR CONTEST

The highest scoring Super-Senior Quartet from the five divisional contests who has not previously held the title of District Super Senior Quartet Champion, will receive the title of *FWD Super Senior Champion Quartet*. The winning quartet will be invited to perform during the "Show of Champions" at the Fall Convention and Contest.

8.3.1.4 COLLEGE QUARTETS

College quartets that have been accepted and approved by the International Office may compete with prior notice to the DRCJ without the need to pay for registration in any FWD Divisional Contest. Upon completion of the divisional contest cycle, all college quartet scores are reported to the International Office. The highest scoring college quartet will be named the FWD College Quartet Champion and representative. All other college quartet scores will be placed in a pool from which "wild cards" may be selected for the International College Quartet Contest in accordance with International rules.

8.3.1.5 OTHER QUARTET CONTEST POLICY

Other quartet contests including but not limited to, comedy, performance, etc, may be sanctioned by the FWD BOD action

8.3.1.6 DIVISIONAL CHORUS CONTESTS

Division Chorus Contests shall be held in each division (or combined divisions venue) at least sixty days prior to the District Chorus Contest.

The chorus of any chapter located in a particular division may compete in the contest for that division. All members of competing choruses must be Society members and fulfill the eligibility requirements of the Society's C&J requirements and hold a valid registration for the convention/contest that they are entered. (See Section 8.3.2.2.3)

1. Choruses must compete in their own divisional contests; Competing in other divisional contests is not permitted.
2. This contest will be conducted in a single round of competition. Choruses shall compete to qualify for entry into the next District Chorus Contest in accordance with

the requirements identified in Art.
8.3.2.2.3 below

3. Choruses may perform for evaluation at any division contest. They will be scored by the judging panel and may participate in the judge's evaluation process, but their score will not appear in the scoring summary nor will it count for district qualification. Choruses performing for evaluation in their own division are guaranteed a contest slot. Choruses may perform for evaluation in divisions other than their own on a space available basis. If at the time of the draw there are too many choruses for the session, out of division choruses performing for evaluation will be dropped from the contest starting with the last entry until the session competitor limit is reached. A chorus may perform for evaluation in other division contests and also sing for district qualifying score in their home division.
4. No more than two riser configurations will be used at any contest according to the following guidelines:
 - a) Every contest will have a five-riser, four-step configuration with back rails.
 - b) If necessary, a second riser configuration will be available designed to accommodate the largest chorus and will be used for all choruses indicating they want more than five risers with back rails.
 - c) Lighting and sound will be set for both riser configurations so as to not give an advantage to either, subject to the technical specifications of the venue.
 - d) If two riser configurations are used, the choruses shall be grouped so as to require only one configuration change. The order in which the small and large configurations appear will be established by the position the host chorus selects, if applicable [see 8.3(d)]. If the host

chorus does not indicate a preference, then the five-riser configuration will appear first.

8.3.2 DISTRICT CONTESTS (SPRING AND FALL)

The District shall hold an International Preliminary Quartet Contest in conjunction with a divisional contest, and a High School Quartet contest at the Spring Convention, and a District Quartet, Senior

Quartet and a District Chorus Contest at the Fall District Convention/contest.

The District Spring International Preliminary Convention and Contest and the Fall District Convention and Contest shall be held on dates as directed by the Society. The International Preliminary Quartet Contest is normally held the third weekend in March. The Fall Contest is normally held the second weekend in October.

8.3.2.1 SPRING CONTESTS

8.3.2.1.1 INTERNATIONAL PRELIMINARY

QUARTET CONTEST

The number of quartets competing in the International Preliminary Contest shall not be limited. Two rounds of competition are conducted: a semi-final and a final round. The semi-final round of competition will be for the purpose of selecting the ten or more finalists whose semi-final scores indicate the potential of achieving the target score in the final round. In the final session, the ten or more quartets shall compete to qualify to represent the District in the International Contest in accordance with *Society Contest and Judging Rules*.

A qualifying score is established annually by the Society Committee for Contest and Judging to qualify quartets for the International Quartet Contest in July. Quartets achieving that score or higher will be qualified to represent the FWD. In the case that no quartet achieves the qualifying score, the highest scoring quartet will represent FWD in the International Quartet Contest for that year.

A quartet that competes in another district to qualify for the international contest normally shall not be granted permission to compete out of district for a period of three years.

8.3.2.1.2. HIGH SCHOOL CONTESTS

The FWD High School Quartet Contest shall be held during the Spring International Preliminary Quartet Contest weekend. The members of the High School quartet shall each be a currently

enrolled junior high or high school student from any combination of high schools located within the boundaries of the Far Western District.

Each competing high school quartet member plus one coach or chaperone for each quartet shall receive an all events registration for the Spring Prelims at no charge, to encourage their exposure to a high level of barbershop quartet singing. Furthermore, admission to the high school quartet contest session shall be free and open to the general public, with open (non- assigned) seating.

The High School Quartet Contest shall be administered under the auspices of the District Representative for Contest and Judging working with the District Chairman for Youth in Harmony. For this contest the procedures governing the operation, scoring, CA duties, evaluation and publication and announcement of results shall be identified in the District Spring Convention Regulations.

8.3.2.2 FALL DISTRICT CONTESTS

A number of contests are conducted during the Fall Convention/Contest activity. They include the FWD Quartet Contest, the FWD Seniors Quartet Contest finalists and the FWD Chorus Contest. The policy and procedures for each will be found in the following sections.

8.3.2.2.1 FALL FWD QUARTET CONTEST

Eligibility to participate in the FWD Quartet Contests is governed by Society Contest Rules and as supplemented by this document as follows:

- a) Quartets achieving the established target score as identified in Paragraph 8.3.1, in their respective divisional contests, with the following exception: A total of two quartets (regular and/or Senior) from the Aloha Chapter in Hawaii may compete in the FWD Fall Contest without previously qualifying in their divisional (The Southwest Division) contest. Competing quartets must fulfill all other Society Contest Rules requirements regarding eligibility and must advise the FWD District

Representative for Contest and Judging (DRCJ) of their intent to compete no later than June 1 of each calendar year in which they intend to compete. If the total number of qualifying quartets including Seniors, as identified above is less than 25, the Fall slate will be filled to 25 by inviting the next highest scoring quartet(s) from the divisional contests.

- b) The preliminary round of competition shall be for the purpose of selecting the ten finalists. The ten finalists will, in the final round, compete for the title of District Champion Quartet.
- c) The winners of the FWD Quartet Contest reign for the year as *FWD Quartet Champions*
- d) The drawing for the order of appearance will be done by the District FWD BOD at its Summer Board Meeting. The drawing

is final and the only changes that can be made are by the Contest Administrator or the District Representative for Contest and Judging (DRCJ) on the day of the contest due to circumstances beyond the control of the contestant

- e) Quartet personnel for the Fall Quartet Contest shall remain the same as those who competed and qualified in the earlier divisional contests. The only exception is in the event of the death or the relocation of a member out of the district. Requests for this exception shall be made to the District Representative for Contest and Judging (DRCJ) no later than 30 days prior to the Fall Quartet Contest. Notification of approval (or disapproval), with concurrence of the FWD BOD, will be provided in a timely manner.
- f) If a qualified quartet withdraws more than 30 days prior to the Fall competition, the next highest scoring quartet from the divisional will be invited to take its place.

8.3.2.2.2. FALL SENIORS QUARTET CONTEST

The five top scoring senior quartets, plus any senior quartets from the Aloha Chapter, who have not previously held the title of "*FWD Senior Quartet Champion*" from the Far Western District divisional Contests will be entered in the Fall Senior Quartet Contest. The winner of the Fall Senior contest will be designated as the *Far Western District Senior Quartet Champion* for the coming year and may not compete again for that title in subsequent years. Quartets from the Aloha Chapter must notify their intent to compete to the District Director of Contest and Judging (DRCJ) prior to June 1 of the year they intend to compete.

Past FWD Senior Quartet Champions may opt to compete for score only in the FWD Fall Senior Contest without pre-qualification in the divisional contests by notifying the DRCJ prior to June 1st of

the year they intend to compete. The FWD Senior Quartet receiving the highest percentage score in the Fall Contest shall represent the Far Western District at the Society Senior Quartet Contest.

If the winning quartet is unable to represent the FWD and as a result the FWD would not be represented in the Senior International Quartet contest, the District Representative for Contest and Judging (DRCJ) shall invite the second place finalist and, if they are unable to participate, the third place finalist will be invited.

The FWD shall provide previously budgeted Senior Quartet Travel funds to assist the FWD Representative

Senior Quartet to participate in the subsequent Midwinter Senior Quartet Contest.

8.3.2.2.3. FALL CHORUS CONTEST POLICY

Eligibility to participate as a dual or transfer member in the district Fall contests shall be in accordance with the Society Contest Rules, Section I. B. 4 and 5 and Section 8.3.2.2.1 and 8.3.2.2.2 of this document.

The number of choruses competing in the district Fall contest is determined in the following manner:

- a) Choruses achieving the established "target score as identified I Paragraph 8.3.1c in the divisional contests. If the total number of qualifying choruses, as identified above is less than 25, the Fall slate will be filled to 25 by inviting the next highest scoring chorus(s) from the divisional contests which have divisional scores of 55% or greater.
- b) Additional "wild cards" as shown below
- c) The Aloha Chapter may enter without pre-qualification.
- d) The official chorus (not "wild card") representing the FWD in the previous International Contest that

did not win the top honor will be seeded to the Fall District contest without the need to qualify in their divisional contest.

- e) If a qualified chorus withdraws 30 or more days prior to the Fall competition, the next highest scoring chorus from the divisional contests will be invited to take its place.

The winner of the District Chorus Contest shall be termed the ***FWD District Chorus Champions*** that title until the following year's district contest. *The District Chorus Champion* shall have the right to represent the District at the following International Chorus contest. If said chorus indicates its inability to compete, the district representative shall be the chorus that has scored the highest number of points from those able to compete.

The FWD policies for the District Chorus Contest are:

- a) The winner of this contest shall hold the title of *FWD District Chorus Champion* until a successor has been selected.
- b) The FWD Chorus which wins the Society Championship may not compete again in the Fall District Chorus Contest until the third year following the year in which it won the FWD Chorus Championship.

~~e)~~ The annual contest cycle begins with the first contest in any given calendar year that is part of the process of selecting the district's representative to the international chorus contest.

d) Drawing for the order of singing appearance will be done by the FWD BOD at its summer meeting. The drawing is final and the only changes that can be made are by the Contest Administrator or the District Representative for Contest and Judging (DRCJ) on the day of the contest due to circumstances beyond the control of the contestant. . The chorus of the host chapter or chapter for hire may opt for singing first, last or be included in the draw. Their desires must be provided to the DRCJ prior to the FWD Summer Board Meeting.

e) No more than two riser configurations will be used at any contest according to the following guidelines:

f) Every contest will have a step configuration.

g) If necessary, a second riser configuration will be available designed to accommodate the largest chorus and will be used for all choruses indicating they want more than five risers.

h) Lighting and sound will be set for both riser configurations so as to not give an advantage to either, subject to the technical specifications of the venue.

i) If two riser configurations are used, the choruses shall be grouped so as to require only one configuration change. The order in which the small and large configurations appear will be established by the position the host chorus selects, if

applicable [see preceding bullet]. If the host chorus does not indicate a preference, then the five-riser configuration will appear first in odd years and the large chorus configuration will appear first in even years.

j) The "mic testing" chorus for the Fall District Chorus contest will be the All Star Barbershopper Chorus and will consist of Barbershoppers who are members in good standing of the Society in attendance at the Convention. All members of the Society who wish to sing in the chorus are invited to do so,

including members who are scheduled to compete in the chorus contest. Associates of the Society are not members and therefore cannot sing in the "mic-testing" chorus. The policy extends to all Division "mic-testing" choruses as well. The director of the chorus will be named by the FWD Board. Should the FWD board fail to name a director, the Convention Chairman is empowered to do so.

8.4 CONVENTIONS

Procedures for conducting FWD conventions and contests are contained in considerable detail in the FWD Convention Manual. The following excerpts are provided for general information. The manual should be consulted for details.

8.4.1 REGISTRATION.

All attendees to FWD conventions/contests, including the five divisional contests, shall register by mail, in advance, or in person giving name, address and chapter or other affiliation.

8.4.2 REGISTRATION FEES.

There shall be one "all events" registration fee for all contest sessions, and other forms of registration for specific events as cited in the current FWD Conventions Regulations. Special arrangements are provided for selling of individual registrations to the general public, if seating is available prior to the start of any event. (See the FWD Convention Regulations, Part 2.0 of the appropriate section). Registration fees for the judging panel, master of ceremonies, and candidate judges invited by District Representative for Contest and Judging (DRCJ) are waived. Registration fees for one guest of a member of the judging panel may be waived at the discretion of the Convention Chairman. Registration fees for others may be waived at the discretion of the Convention Chairman.

~~8.5 AWARDING OF CONVENTIONS/CONTESTS~~

~~The awarding of International Preliminary and District Conventions and Contests follow the procedures and specifications contained in the FWD Convention Regulations. Some details regarding the awarding of conventions are provided here for information. Full details are contained in the referenced document.~~

~~8.5.1 DISTRICT CONVENTIONS BID POLICY~~

~~Bids for both International Preliminary and District Conventions and Contests shall be requested from member chapters in accordance with District practice.~~

~~The award of these conventions will be made by the District HOD with the following exceptions:~~

- ~~a) Starting in 2001 all district conventions will be run by the District Events Management Team, unless the HOD approves the bid of a qualifying chapter host. Chapters are encouraged to bid on the Fall Conventions on the open year (2005 and every fourth year thereafter) at least three years in advance of the Convention, and on the Spring Conventions on the open year (2004 and every fourth year thereafter) at least 3 years in advance of the convention.~~
- ~~b) Starting in 2001, the FWD Events Management Team will run those divisional convention for which no qualified bids for divisional Convention/Contests have been received and approved by the HOD at least one year in advance of the convention(s),~~

~~Chapters wishing to submit bids shall secure a copy of the appropriate section of the FWD Convention Regulations and the official bid form from the District Chairman of the Events Committee or Regional Chairman of Meeting and Planning Committee (DEP) of their respective area.~~

~~FWD policy regarding the bid process is described below:~~

- ~~• Award of conventions will be made only to an incorporated chapter in good standing with the Society.~~
- ~~• A preliminary budget must accompany bids for these contests and the bid must be in conformance with all contest and convention rules and regulations.~~

~~8.5.2 FWD DIVISIONAL CHORUS AND QUARTET CONTEST BID POLICY.~~

~~Bids for Division Chorus and Quartet Contests may be accepted from chapters within the division in conjunction with the District Chairman of the Events Committee or his assistant in accordance with FWD Convention Regulations. The awarding of these contests will be made by the District Chairman of the Events Committee.~~

- ~~a) Chapters desiring to submit bids for these contests may secure a copy of the appropriate section of the FWD Convention Regulations and the official bid form from the District Chairman of Events, or DEP of their area.~~

- b) ~~The award of this contest shall be made only to incorporated chapters in good standing.~~

the same date as a chapter's own division quartet or chorus contest

ARTICLE IX: SHOW CLEARANCES

9.1 PURPOSE

The purpose of obtaining show clearances is to prevent conflict in dates of activities between chapters, divisions, districts, or Leadership Academy (formerly COTS), and to ensure that the proper ASCAP license is obtained. Conflicts make it difficult to obtain quartets, prevent nearby Barbershoppers from attending both events, reduce public attendance, and often results in unpleasantness between chapters.

9.2 SHOW CLEARANCE PROCEDURE

Granting of show clearance will be done only by the District Secretary, and the following rules will apply:

- a) No show clearances are to be granted on District convention weekends, or Divisional Leadership Academy (see Art. XII para 12.3) Harmony Jubilee, Harmony College West or Chorus Director Seminar weekends.
- b) Show clearance will not be granted on

9.3 CLEARANCE REQUESTS

Dates for the Spring and Fall conventions are established by the District/Society. Clearances for chapter shows shall be obtained by the chapter secretary and for charter or license night shows by the sponsoring chapter.

9.4 WHEN CLEARANCES NOT REQUIRED

No clearance is required for inter-chapter visits, package shows or community service (charity) appearances unless such event is being presented in the vicinity of another chapter which is presenting a show. It is strongly recommended that notification of all such appearances be sent to the neighboring chapters. Although formal clearance is not required for package shows sponsored by others, conflicts with cleared events may occur, and it is required that said shows be informally cleared through the District Chairman of the Events Committee **before** concluding arrangements. A BMI/SESAC and ASCAP license may be required even though a clearance date is not required for chapter sponsored package shows. It is the responsibility of the chapter to ensure that an ASCAP license is obtained.

9.5 CLEARANCE REQUEST

FORM/PROCEDURES

Requests for show clearance dates are to be made through the District Secretary on Form 3016, available from the District Secretary or from the Society Website (www.spebsqsa.org). Upon receipt of the completed form and check for the appropriate BMI/SEAC fees, the District Secretary will notify the requesting group that the show clearance has been granted and forward an information copy of the clearance to the Society Office.

In accordance with the new ASCAP policy, the chapter will contact ASCAP through the Society website **after the show** and obtain the ASCAP form. The form should be completed, downloaded and forwarded with the appropriate check as directed. The District policy regarding the sale of merchandise (Exhibit G of the FWD Convention Regulations) also will be furnished to the group requesting clearance. The check for BMI/SEAC and ASCAP fees are to be made out to the Society.

Shows should not be produced without proper clearance from the District Secretary. Only shows properly cleared will be listed on the District Calendar and in Westunes. No advertising for un-cleared shows will be permitted in Westunes (or any other District publications) or on the website and no promotion of the un-cleared show will be permitted at District Conventions.

the payment, of all debts and liabilities of the District shall be distributed to the Society if it is then existing and organized and operated exclusively for charitable and/or educational purposes and exempt from taxation under Section 501(c)(3) of the Internal Revenue Code. If the Society is not then existing and so organized, operating and exempt, then such remaining assets shall be distributed to another existing organization that is so organized and operating exclusively for one or more of the purposes for which the Society and District were formed, and which is exempt from taxation under Section 501(c)(3) of the Internal Revenue Code."

10.1.1 DISTRICT PER CAPITA DUES

Each member of the District shall pay District dues of an amount approved by the FWD HOD for each member per year. The dues shall be due and payable upon receipt of a statement from the Society Office indicating that Society, District and Chapter dues are due. The member remits the total amount directly to the Society office which, in turn, remits to the district and the chapter the portion of the member's dues tendered.

The exceptions are:

1. The Aloha Chapter, which shall have a per capita dues of only 1/2 of District dues.
2. New Society members of new chapters, inducted during the one year period following licensing, shall pay no district dues for the first year of their membership.

ARTICLE X: FINANCES

10.1 DISTRICT FINANCIAL POLICY.

The financial policy for the Far Western District is contained in part in this section

10.10 Asset Disposition

In the event of the dissolution or winding up of the District, voluntarily or otherwise, all of its assets remaining after payment, or provision for

3. Dues for Student and Senior members (qualifications as defined in the Society Bylaws) are established by FWD BOD action and are currently one half of the amount assessed regular members.
4. In addition, members achieving their 50th anniversary with the Society will not be charged District dues for the balance of the time they are members.
5. Youth members who are under 26 years of age upon joining the Society pay no district dues for the first year only.

10.1.2 FINANCIAL OBLIGATIONS

When an individual is responsible for two or more district committees or functions, the cost of each function shall be maintained separately and reimbursed according to FWD policy.

10.1.3 FWD BOD PROPOSALS TO CONTAIN FINANCIAL IMPACT INFORMATION

All proposals submitted by the FWD BOD to institute, eliminate or modify a function, service or responsibility, shall include an estimate of the effect of such proposal on the FWD BOD budget.

10.1.4 DISTRICT INCOME

The income to the District shall be available for all approved purposes. District income includes district dues, income from conventions, income from special events and sales.

District events that charge tuition or admission will require prior FWD BOD approval of the tuition/cost schedule. Discounts or special admission costs will not be offered without prior FWD BOD approval.

10.1.4.1 DISTRIBUTION OF CONVENTION

INCOME

The distribution of convention income is as follows:

- a. The District share of money from the Fall District Contest, shall not be less than 70 percent of the net profit and shall be directed to go to the general fund.
- b. The District share of money from the International Preliminary Quartet Contest shall not be less than 60 percent of the net profit and shall be directed to go to the general fund.
- c. The District share of money from all divisional contests, other than that which is included with the International Preliminary Quartet Contest, shall not be less than 50 percent of the net profit and shall be directed to the general fund.

d. The Host Chapter shall be guaranteed the following minimum payment.

FWD Spring/Div.	\$1500
FWD Fall	\$4500
Divisional	\$800
"Chapter for Hire"	\$500

e. A fully detailed report of finances from all contests shall be submitted to the District President, District Treasurer, and District Chairman of the Events Committee within 45 days. If requested in writing from the host chapter, the District Chairman of the Events Committee may extend the deadline. For each week that the host chapter fails to submit the financial report after the 45th day or agreed upon date, the percentage of the split shall change, increasing the District share by one percent and reducing the chapter share by one percent. This reduction formula would also apply to the minimum payment of Sec 10.1.4.1d

10.1.5 DISTRICT BUDGET LIMITS

Amounts budgeted for a function shall be considered goals and not necessarily a limitation. But it is expected that the responsible FWD BOD member will not permit expenses to exceed the amount budgeted by more than five percent without approval by the District President with subsequent budget adjustment at the next regular FWD BOD meeting.

10.1.6 DISTRICT NON-BUDGETED EXPENSES

Expenditures for monies not provided in the budget shall not be made without prior approval of the FWD BOD or, in unusual circumstances, approval by the District President.

10.2 BUDGET

The Far Western District operates on an annual budget that is created for the maximum use of resources. The details are shown in this section.

10.2.1 BUDGET PREPARATION

The District Treasurer shall consult with the FWD BOD and various committees as necessary and shall prepare a preliminary budget proposal for the ensuing fiscal year and shall furnish copies to the FWD BOD and the affected committee chairmen. The Treasurer shall also have available a balance sheet and a report of actual expenses as of May 31. This preliminary budget proposal shall be discussed and amended as necessary at the Summer FWD BOD meeting. A summary of the proposed budget will be sent to each chapter president via electronic means with

notification that final adoption of the budget will be made by the HOD at the Fall Convention meeting.

10.2.2 ANNUAL BUDGET REVIEW

At each FWD BOD meeting, the budget for that year will be reviewed and/or adjusted for the past and upcoming portions of the year in light of District financial status and current non-budgeted proposals.

10.2.3 NON-BUDGETED PROPOSAL COSTS.

Proposals to add non-budgeted items to the current or proposed budget to be presented at any FWD BOD meeting shall be sent to the District President and Treasurer thirty days prior to the FWD BOD meeting, with a complete explanation and justification.

10.3 AUTHORIZED SIGNATURES ON DISTRICT CHECKS.

The signature of the President, Secretary and Treasurer shall appear on the bank's authorized signature card, so that any one of the three may be considered valid on a district check.

10.4 EXPENSES OF DISTRICT OFFICIALS

Members of the FWD BOD, Committee Chairmen and other officials who may be elected or appointed, are entitled to reimbursement for actual expenses incurred in the conduct of their responsibilities (including requested attendance at meetings of the FWD BOD) within the limits of their budget as follows:

- a) Standard public transportation fares, including tax, or a per-mile rate approved by the FWD BOD for use of automobile. (Note: The per-mile reimbursement does **not** include tolls, parking charges, etc., therefore should be included separately on the expense

vouchers). Reimbursement for auto travel shall not exceed the lowest round-trip airfare when available.

- b) Basic cost of hotel room plus tax, when necessary to be away from home overnight.
- c) Meals, when required, at a per diem amount approved by the FWD BOD.
- d) Postage, mailing, telephone, photocopy, and facsimile charges.
- e) Stationery and supplies: District and officer report forms, expense vouchers and all stationery and supplies that are procured from the Society office shall be obtained through the District Secretary. District officers will be provided with personalized business cards District Officers and Committee Chairmen will be provided, as desired, with standard Society stationery that can be personalized at their own expense.

Exceptions to the above can be approved on a case-by-case basis by the Chairman of the District Management Team or the District President.

- f) In the event that a member of the FWD BOD participates in any convention, meeting, contest, or other event for which all or any portion of his expenses are subject to reimbursement from more than one source (including, but not limited to the FWD, the Society, the member's chapter or any other outside source), the board member may accept reimbursement of all or portions of such expenses from any or all of such sources provided that there shall be no duplication of reimbursement for any individual item or portion of any item, and provided further that the board member shall fully disclose to each of such sources the availability of reimbursement from all such sources (including any conditions to reimbursement imposed by any such sources) and shall fully account to all such sources for the total of the reimbursements received.

10.5 CONTROL OF DISTRICT EXPENDITURES

FWD financial policy as applies to District expenditures is contained in the following sections.

10.6.1 FWD BOARD MEMBERS AND COMMITTEE CHAIRMEN EXPENDITURES.

FWD BOD members and committee chairmen shall submit expense vouchers to the District President. s and committee members shall submit expense vouchers to their respective District Vice-President or committee chairmen, who shall then forward the vouchers to the District President for approval. If an expense voucher will exceed the amount budgeted, or if any item on the voucher appears unreasonable, the Treasurer shall consult with the District President prior to payment.

10.6.2 EXPENSES SUBMITTED AFTER 90 DAYS. Reimbursement for expenses incurred more

than 90 days prior to voucher submittal shall not be honored without special endorsement by the District President.

10.6.3 CONTRACT SIGNATURES

All contracts for facilities used for District level functions must be reviewed and signed by either the Chairman of the Events Committee, the District President or the District Executive VP. Said events to include but not be limited to Spring and Fall Conventions, Leadership Academy (formerly COTS) and Harmony College West.

10.6 SPECIAL EXPENSES TO SOCIETY EVENTS

The District President, Society Board Member, *WESTUNES* editor and District Vice-Presidents attend approved Society meetings with reimbursement in accordance with Article X, Sec. 10.4, as follows:

- a) Travel, over 250 miles: round-trip-air coach.
- b) Travel under 250 miles, auto mileage reimbursement at an amount approved by the FWD BOD, or (where available) round-trip, air coach fare, whichever is lower.
- c) Per Diem at a rate established by the FWD BOD.
- d) Lodging, double or single room rate.

10.7 FINANCIAL AID TO SOCIETY COMPETITORS

Each year a chorus or choruses and quartets are selected, through preliminary contests, to represent the FWD in the Society Chorus and Quartet contests. While representing the District is a distinct honor, it often carries with it a significant financial obligation. In order to

lighten the financial burden on these District representatives, the following shall apply:

10.7.1 TRAVEL FUNDS

- a) The FWD shall establish a Society Chorus Contest Travel Fund (hereinafter known as the Chorus Fund), an International Quartet Contest Travel Fund (hereinafter known as the Quartet Fund). Together these funds will be known as the Travel Funds.
- b) Monies deposited in the Travel Funds from any source shall be retained by the District under a separate accounting number. Sources shall be as follows:
 - c) From each FWD member who pays full per capita dues, the District shall direct \$3.00 to the Chorus Fund and \$1.30 to the Quartet Fund.
 - d) From each FWD member who pays one half per capita dues, the District shall direct \$1.50 to the Chorus Fund and \$.65 to the Quartet Fund.
 - e) Additional funds as authorized by the FWD BOD at their Summer regular meeting, or special meeting.
 - f) All monies in the Travel Funds shall be used for transportation and other costs of the FWD

representatives to the city of the International Contest.

10.7.2 TRAVEL FUND DISBURSEMENT

Travel funds are available for FWD International competitors in the following categories: chorus(s), quartet(s) and senior quartet(s) (Society Midwinter Convention). The disbursement of each will be described in the following sections.

10.7.2.1 CHORUS FUND DISBURSEMENT

Procedures for disbursement of the International Chorus Contest Fund monies shall be as follows:

- a) Within 90 days following the District Chorus Contest, the FWD chorus representative(s)(i.e. any district chorus that is invited to compete in any chorus contest at the International Convention held in the summer) must advise the District President in writing, of their intent to compete or not compete in the next International Chorus Contest.
- b) In the event that the FWD Chorus Champions cannot compete in the International Chorus Contest, the second place, or alternate chorus shall become eligible to represent the District.
- c) The District Treasurer will issue a check to the Champion FWD Chorus in the amount of 20% of the travel fund plus a pro rata share in direct relationship to the number of men on stage at the qualifying contest. Other invited choruses to receive pro rata shares of the balance of the chorus travel fund, in direct relationship to the number of men on stage at the qualifying contest. Checks to all qualifying choruses will specify the payee as the chapter(s) representing the District to the International Chorus Contest. In no case shall the authorized amount exceed the balance in the Chorus Fund at the time of disbursement. The check(s) will be forwarded to the District President for presentation.

10.7.2.2 QUARTET FUND DISBURSEMENT

Procedures for disbursement of the Quartet Fund monies shall be as follows:

- Within thirty days after qualifying for International Competition, the qualified FWD quartets will notify the District President in writing, of their intent to compete (or not to compete) in the next International Quartet Contest.

- The District President will instruct the District Treasurer to disburse moneys from the Quartet Fund equally to all the FWD quartets.
- In the case where not all of the members of a quartet are members of FWD, the amount provided will be 25% of the amount provided in b. (above) per FWD member.
- In no case shall the total funds disbursed from the Quartet Fund exceed the fund balance.

10.7.2.3 COLLEGIATE BARBERSHOP QUARTET

TRAVEL FUND

The FWD BOD may budget monies annually to the Collegiate Barbershop Quartet Travel Fund, depending upon the financial status of the District. These funds will be provided to the FWD Collegiate Barbershop Quartet representative(s) using similar procedures as identified in section 10.8.2.2, above. If more than one representative is to represent the district, equal shares of the Collegiate Barbershop Quartet Travel fund will be provided to each representative quartet.

10.7.2.4 ADDITIONAL FUNDING.

In addition to disbursements from the Funds, the District may, at its own discretion, make monies available from the District treasury to the FWD representatives to defray other costs realized in Society competition. This paragraph shall not be construed as a mandate to the FWD BOD.

10.8 CONTRIBUTIONS

The District may make annual contributions from its net convention income to Harmony Foundation, FWD Youth Activities, and others as seen fit by the FWD BOD.

10.9 CONTRACTS

All contracts for facilities used for district level functions must be reviewed and signed by either the Chairman of the Events Committee, the District President or the District Executive Vice-President. Said events to include but not be limited to Spring and

Fall Conventions, Leadership Academy (formerly COTS) and Harmony College West.

ARTICLE XI: DEADLINE DATES

11.1 FWD REQUIRED ADVANCE NOTICE, LEAD TIMES AND/OR DEADLINES

For the purpose of providing a ready reference of deadline dates affecting the administration of district and chapter affairs, the following list has been compiled showing dates and source.

~~11.2 DATES (DEADLINES)~~

~~The dates, lead times and deadlines shown in the following sections have been established by the FWD BOD and are identified in the referenced documentation.~~

11.2.1 AGENDA ITEMS

Agenda items and subsequent reporting thereof will be provided as shown:

- Submit agenda items 45 days prior to meeting.
- Publish HOD, BOD agenda items 30 days prior to meeting.
- Publish proposed Bylaws and/or SOP amendments in the Delegates Brochure 30 days prior to meeting.

11.2.2 CONVENTION AND CONTEST BIDS

Deadline dates of convention and contest bids are to be provided as shown:

- Divisional Contest: On or before the date of proceeding contest.

- b) Fall Convention/Contest: Three years prior to the current Fall Convention/Contest.
- c) Spring Convention and Contest: On or before January 1st, three years prior.

11.2.3 CHAPTER DATES.

- a) Establish slate of potential officers: On or before September 1.
- b) Elections: On or before September 15.
- c) District and Society of election results: On or before 15 October.

11.2.4 CONTEST ENTRY

In order that the necessary documentation (including the contest program) may be prepared and printed in a timely manner, contest entries should be made in advance as shown:

- a) Division Chorus and Quartet Contest, including Performance Class: Received by the District Vice-President of Contest and Judging no later than 28 days before contest date. Late entries will be accepted, however, will not be shown on the program or entered in the "draw" for order of appearance. The order of appearance of late entries will be at the discretion of the Contest Administrator and the DRCJ.
- b) District Chorus Contest: Submitted to District Representative of Contest and Judging (DRCJ) 28 days before contest.
- c) District Quartet Contest: Submit to District Representative for Contest and Judging (DRCJ) 28 days before contest.
- d) High School/Collegiate Barbershop Quartet Contest: Submitted to District -Chairman of YIH up to and including the date of the contest.
- e) Senior and Super Senior Quartet Contest: Submitted to the District Representative for Contest and Judging 28 days before the date of the contest.
- f) International Preliminary Quartet Contest: submitted to the District Representative for Contest and Judging (DRCJ) 28 days before the date of the contest.

11.2.5 DRAWING FOR POSITION AND

NOTIFICATION

Deadlines for the drawing of the order-of-appearance of FWD contests are described below:

- a) Division Chorus and Quartet Contests: The drawing is made by the host or the DRCJ 14- 21 days prior to the event; contestants to be notified approximately 14 days prior to the event.
- b) Fall District Chorus and Quartet Contests: The drawing is made by the FWD BOD at the Summer BOD meeting. Contestants will be notified of their order of appearance and the riser set to be used as soon as possible following the Society Summer International Convention/Contest.
- c) International Preliminary Quartet Contest: Drawing is made by the host or the DRCJ 14 -21 days prior to the event; contestants to be notified 14days prior to the event.

11.2.6 DISTRICT NOMINATIONS

The time-line and sequence of the necessary actions prior to the conduct of the district elections by the HOD are as follows:

- a) Appointment of Nominating Committee: Prior to January 1st.
- b) ~~March 1. Regarding the Society Board Member at large, if to be elected, the district nominating committee shall submit candidate recommendations to the Chairman of the Society Nominating Committee by at least March 1 annually in accordance with Society Nominating Committee requirements.~~
- c) May 15: Slate identified by Nominating Committee: (president, executive vice

president, secretary, treasurer, VP Contest and Judging, VP Music & Performance, five district vice-presidents and immediate past president

- d) June/July: Nominating Committee report to FWD BOD Summer Board Meeting. The report: to be provided to the District Secretary, for inclusion in the Delegates Brochure, and to for publication in the issue prior to election.
- e) Floor Nomination: in accordance with Standard District Bylaws, Art. V (Section 5.05 c) which states:

“...Nominations may be made from the floor by any delegate provided that he has obtained the consent of his proposed nominee and has notified all delegates in writing at least 10 days in advance of the meeting of his intention to make such nomination.

11.2.7 SUBMISSION OF PRINTED MATERIAL FOR PUBLICATION

Deadline dates are established for submitting written material for publications as shown:

- District Directory material: Chapter officer election results shall be submitted by the chapter secretaries to the District Secretary by October 15
- Officer and committee reports for the HOD: 45 days before the meeting
- **WESTUNES** ads/materials: Before the 15th of the month prior to publication.

11.2.8 BULLETIN EDITOR OF THE YEAR CONTEST The submission of chapter bulletin entries for the annual FWD Bulletin Editor of the Year contest shall be December 31, or as announced by the District Bulletin Editor Coordinator. Late entries may not be judged.

ARTICLE XII: CHAPTER OFFICER TRAINING SESSIONS

12.1 LEADERSHIP ACADEMY

Each year training seminars will be held after the election of Chapter Officers. All Chapter Officers- elect, and District Officers may attend the seminar for the purpose of receiving training in their respective duties. These seminars will be known as Leadership Academy classes. District Officer Tuition will be paid by the District.

Separate classes will be scheduled and conducted in the several divisions in accordance with the approved recommendation of the Chairman of the CSLT Committee and the District Leadership Academy Coordinator (DLAC). A chapter show may not be cleared on a Leadership Academy date scheduled in the same division.. (See Art XIX, Para 9.2) Further, a Leadership Academy (formerly COTS) will not be scheduled on previously cleared dates for chapter shows within the same division.

On a one-time basis, registration fees for elected officers attending Leadership Academy (formerly COTS) will be waived for newly chartered chapters.

12.2 SELECTION OF LEADERSHIP ACADEMY TRAINING VENUES

The several District Vice Presidents will investigate available sites and dates and then present their findings to the District Leadership Academy Coordinator (DLAC) and the District Chairman of the Chapter Support and Leadership Training Committee, who will review the recommendations and present them to the FWD BOD. The final decision as to the location of Leadership Academy (formerly COTS) sites will be ratified by the FWD BOD.

ARTICLE XIII: EDUCATIONAL PROGRAMS

13.1 DISTRICT EDUCATION PROGRAM POLICY

Because the educational needs of a District are constantly changing, there will be no firm policy regarding educational programs with the exception of Leadership)as outlined in Article XII, above. It shall be the responsibility of each

administration to promote and provide programs such as chorus development, quartet promotion, chorus directing promotion and similar education programs as deemed necessary and feasible.

113. 13.2. DISTRICT OUTREACH ENDOWMENT FUND

The Far Western District Outreach Endowment Fund is established for the purpose of supporting outreach and educational activities in the Far Western District.

The Fund is derived from voluntary contributions by members, chapters and friends of the district, as well as by initial seed money from the Far Western District treasury. The Fund is maintained by Harmony Foundation on behalf of the Far Western District, with proceeds from the Fund's income used to fund outreach and educational activities.

Monies from the Fund are to be spent on projects as recommended by the District Board. These projects may include, but are not limited to: youth camps, scholarships, seminars for music educators, audio-visual materials, manuals and educational materials,

Augmentation of district outreach budget items such as high school quartet scholarship awards and Collegiate Barbershop Quartet travel, new chapter startup activities, adult outreach programs to potential members by existing chapters, and other projects as may be appropriate.

Where these projects are offered to minors, such as youths attending FWD youth camps, The Society's Youth Protection Policy and Youth Activity Forms will be provided to and executed by the parent or guardian providing for appropriate release for medical and/or accident circumstances and will also contain a "hold harmless" clause against the sponsors, FWD and SPEBSQSA, Inc.

Applications for project funding for outreach activities should be made through the appropriate committee chairmen: YIH Chair for youth activities, Membership Chair for new chapter startups, CDD Chair for Chorus Director Development, etc. For any requests which don't appear to fit under an existing committee chair, contact the Executive Vice President.

The annual budget of the Far Western District may include projected grant distributions from the fund, provided that such distributions do not exceed the expected income (donations/interest/capital gains), or 5% of the Fund, whichever is the lesser amount. To the extent that those numbers change during the budget year, expanded mid or late year grants may be accommodated if the financial state of the Fund allows for it.

The intention behind this funding/spending model is to allow for the Outreach Endowment Fund to always be in a state of growth, and eventually be large enough to fund substantial outreach programs entirely from the interest/capital gains of the Fund's investments."

For the purposes of establishing the initial balance of the fund, the phrase "initial seed money from the Far Western District treasury" above is defined as the amount necessary to bring the balance of the fund to \$30k as of Jan. 1, 2015, after rolling over the current Youth Outreach Fund balance (~\$4k) and adding in the 2014 donation total (estimated ~\$6k), which would require an estimated ~\$20k from our bank account to accomplish. The first year (2015) we would therefore begin with a total grant limit of 5% (\$1500, approximately what our District grant activity was in 2014), but could adjust upwards during the course of the year if the financial state of the fund grows enough. Given that we usually show about \$6k worth of donation income per year (which we hope to increase), the fund should grow relatively quickly over the next several years and allow us to budget for increasing amounts of grants for various outreach activities.

ARTICLE XIV: AWARDS

14.1 QUARTET AND CHORUS AWARDS

The Division Contest Awards Committee Chairman, in concert with the District Awards Chairman, will establish and make available to the Division Contest chairman, appropriate perpetual trophies to be presented to the choruses and quartets scoring the highest number of points in their respective divisional contests. (See FWD Convention Regulations J/TL D- 5). Awards presented at divisional and district contests are shown below:

14.2 AWARDS FOR DIVISIONAL CONTESTS

Each divisional contest will provide awards for contestants as follows:

14.2.1 DIVISIONAL CHORUS AWARDS

Annual Divisional awards are made as follows:

- a) **Division Champion Chorus:** The highest scoring division chorus in the division contest.
- b) **Most Improved Chorus (MIC)** mark of distinction shall be awarded to the chorus making the greatest improvement in scoring in each division compared with their previous year's score. Only choruses participating the previous year will be considered for the award.
- c) **Plateau Champions.** The following score- based plateau titles will be awarded to choruses competing in the divisional contests. The average score of the two most recent appearances in any of the three past Fall District Chorus Contests will determine the plateau placement as follows:
- d) **Plateau AAA:** Average triple panel score of 1278 (71%) or higher, or any chorus returning to competition after winning the International Chorus Championship. Choruses with an average score less than 1278 may voluntarily place themselves into this plateau.
- e) **Plateau AA;** Average triple panel score from 1098 (61%) through 1277 (70.94%). Choruses scoring less than 1098 may voluntarily place themselves into this plateau.
- f) **Plateau A:** Choruses that have not competed in any of the three most recent Fall District Chorus Contests or have an average triple panel score of less than 1098 (61%), with the exception of any chorus returning to competition after winning the International Chorus Championship.
- g) A chapter may petition the district C&J Committee for plateau reassignment due to significant changes in the chapter. Permission to move to a lower plateau is at the sole discretion of the district C&J Committee.
- h) Administration of the plateau assignments will be handled by a coordinator appointed by the DRCJ..
- i) Other local awards as may be in being and/or appropriate.

14.2.2 DIVISIONAL QUARTET AWARDS

The quartets qualifying for advancement to the District Fall contest (see Art. VIII, Sect. 8.3.1.1) will be announced at the completion of the divisional contest. Appropriate awards will be provided to the Division Champion Quartet and other division-unique winners. In addition, the award *Novice Quartet Champion* will be annually bestowed on the highest scoring novice quartet competing. A "Novice Quartet" is a quartet that no more than two members have competed at a Fall district competition;

14.3 AWARDS FOR DISTRICT CONTESTS

Awards are normally made at the Spring and Fall Convention for both choruses and quartets. (See FWD Convention Manual for details)

14.3.1 SPRING DISTRICT CONTESTS

FWD quartets competing at the Spring FWD contest (International Preliminary Quartet Contest) who achieve the Society-established target score, qualify to represent FWD at the following International Quartet Contest (see Art. .VIII, Sect. 8.3.2.1). No specific awards are presented to the qualifying quartets.

14.3.2 FALL DISTRICT CONTEST AWARDS.

The awards that are presented at the Fall Contest will be described below.

14.3.2.1 FALL CHORUS AWARDS

The following chorus awards are presented at the Fall Convention/Contest:

- The District will present the FWD traveling trophy for Chorus Champions to the new champion chorus. The Championship Chorus members each shall receive a specially embossed lapel pin.
- An award will be made to the Most Improved Chorus, comparing their divisional score with the achieved district score.
- Plateau Champions. Plateau titles as defined in 14.2.1 c will be awarded to choruses competing at the district Fall Contest.

14.3.2.2 FALL QUARTET AWARDS

The following quartet awards are made at the Fall District Convention:

- a) The highest scoring FWD quartet in the Fall Quartet Contest will be named *FWD Champion Quartet* in accordance with Art. VIII, Sect. 8.3.2.4.
- b) The Association of Far Western District Champions (AFWDC) representative will present the traveling quartet trophy to the new quartet champions. The retiring quartet champions will present individual trophies to the new champions.
- c) The District President will present lapel pins to the new FWD Champion Quartet and the AFWDC Quartets will present lapel pins to the second and third place quartets at the District Quartet Contest.
- d) High School Quartet Contest award shall be presented by the District Chairman of the YIH Committee to the winners of the High School Quartet Contest at the Spring Convention.
- e) Senior Quartet Champion award shall be presented by the District President to the winners of the Senior Quartet Contest held at the Fall Convention.
- f) Expense of the above awards will be borne by the District.

14.4 BULLETIN EDITOR OF THE YEAR

Each year, the District President will appoint a Bulletin Editor's Chairman who will determine the top chapter bulletins within the District and make appropriate awards at the HOD meeting held in conjunction with the Spring Convention. FWD provides for recognition as *FWD Bulletin Editor Of The Year* in two categories: (1) Large Bulletins (6 pages or more) and (2) Small Bulletins (fewer than 6 pages). The contest covers the preceding calendar year.

The two top scoring (Large or Small) bulletins will be entered in the Society Bulletin Contest.

14.5 DISTRICT PRESIDENT AWARD

At an appropriate time during the annual Spring Convention, the previous year's District President may, at his discretion, recognize an individual Barbershopper or group by presenting an appropriate plaque or certificate of accomplishment for outstanding work above and beyond the call of normal duties or expectations.

14.6 FWD HALL OF FAME AWARD GUIDELINES

The objective of the FWD Hall of Fame Award is to honor the all-time FWD "greats;" the individuals who have unselfishly, with dedication and devotion, performed through the years in the highest degree of service to the Far Western District. Exemplary Service to the Barbershop Harmony Society at the International level, or to other Districts of the BHS, which brings notable recognition to the FWD may be considered in the selection process.

- a) The selection committee is comprised of the past winners of the Hall of Fame Award who are active members of the Society and the Far Western District. The Chairman is the most recent recipient.
- b) At the call of the Chairman, members of the Far Western District Hall of Fame will attend the annual meeting held in conjunction with the Fall District Contest and Convention.
- c) Each member attending the annual meeting may nominate one or more candidates for election into the Hall of Fame. Nominees must receive a minimum of two seconds to the nomination to become a viable candidate.
Once nominations have been accepted, the list will be submitted to the members present to vote for their choice by secret ballot. The two nominees receiving the most votes will be the FWD Hall Of Fame candidates.
- d) Prior to December 1, the Chairman will provide a written ballot by mail to all current members of the FWD Hall of Fame. Each member may vote for one person only. The ballot must be returned on or before January 1 of the following year. To be elected into the FWD Hall Of Fame, the candidate must receive 60% of the total number of votes received from eligible voters. It is **not** mandatory that a new member be elected each year. If neither candidate receives 60% of the votes of the committee, a second written ballot may be requested at which time additional written supporting information may be provided by the member nominating the candidate. After the second ballot has been tabulated and neither candidate has received the 60% mandated approval, no member will be inducted in to the HOF that year.
- f) A posthumous award, in addition to the regular award, may be made at the discretion of the committee. It shall be made in the same manner as described above.
- g) Candidates elected to the FWD Hall Of Fame, as indicated above, are voted upon by the committee prior to January 1. Thus, their identifying year of induction is the year of the actual vote.
- h) The new member(s) will be announced and presented on the evening show of the Spring Contest and Convention of the following year.

14.7 SERVICE AWARD

At the annual Spring HOD meeting, the Service Chairman will present an award to the chapter making the largest per capita service contribution during the preceding calendar year. December 31 membership figures will be used to determine the per capita contribution.

14.8 JUDGE'S AWARD

Past judges identified and awarded Emeritus status by the Society C&J Committee will be honored at the following HOD meeting.

14.9 CONVENTION DEDICATION

It is the practice of the Far Western District to dedicate conventions to outstanding persons of the district. These dedications are determined by the Awards Committee and approved by the district board in advance of the convention/contest. Posthumous dedications are sometimes scheduled.

Where possible the person honored by FWD is provided registration and room accommodations at the headquarters hotel as a convention expense. A suitable plaque is presented at the Friday night quartet contest or at a mutually acceptable time during the convention weekend.

14.10 CHAPTER OF THE YEAR

The "Chapter of the Year" award is annually determined and presented by the District President at the Spring House of Delegates Meeting. This award is presented to the chapter that has displayed positive activity and results in membership growth and retention, community involvement, division and district involvement in schools and contests and a working program for Youth in Harmony. The perpetual award presented has been provided by the Owen Edwards Family in memory of Owen Edwards.

ARTICLE XV: AFFILIATE ORGANIZATIONS

15.1 AFFILIATE ORGANIZATION POLICY

The Far Western District may establish affiliate status for organizations within the district that have demonstrated mutual objectives and similar purposes. A formal application process must be exercised and the FWD BOD must approve the resultant actions upon initiation and sanctioned annually at the first meeting of the BOD.

15.2 AFFILIATE MEMBERS

The following organizations are currently sanctioned as affiliate members:

- AFWDC: The Association Far Western District Quartet Champions.
- Chorus Directors Guild an official association of Far Western District Chorus Directors.

ARTICLE XVI: DISTRICT OWNED EQUIPMENT

16.1 ACQUISITION OF DISTRICT OWNED EQUIPMENT

From time to time the FWD BOD may authorize the purchase of District Owned Equipment (DOE) that is needed for the proper conduct of the district activities. Prior approval of the BOD is required for such purchase(s) predicated upon the availability of adequate funds. Items whose acquisition cost is in excess of \$500 will be assigned a custodian and be carried on a District Equipment List maintained by the District Secretary.

16.2 CUSTODY OF DISTRICT OWNED EQUIPMENT

At the time of acquisition of district owned equipment whose value is in excess of \$500, a custodian shall be appointed to maintain the equipment and provide for it proper storage and availability at district functions as deemed necessary by the BOD.

16.3 DISTRICT OWNED EQUIPMENT LIST.

At the time of acquisition of DOE, it shall be entered on the District Owned Equipment list by the Secretary with pertinent facts regarding the item provided such as; the FWD number, custodian, acquisition price, serial number, date of acquisition, etc. The list shall be maintained by the District Secretary.

16.4 REMOVAL OF DOE FROM THE LIST.

At a time when the equipment on the DOE list shall have reached its amortized value or the item(s) are no longer deemed necessary or useful for the district use, they may be removed by approval of the BOD and discarded, sold or otherwise disposed of as so directed by the BOD. The DOE list will show the removal status of the item in the permanent record.

ARTICLE XVII: AMENDMENTS

17.1 BY DISTRICT BOARD

The District Board may recommend changes or amendments to the FWD Standard Operating Procedure (SOP) at any of the regular or special meetings. These recommendations or amendments will be provided to the House of Delegates (HOD) in writing in the Delegates Brochure (See Section 3.4) which is distributed 30 days in advance of the regular BOD and HOD Spring and Fall meetings.

17.2 BY CHAPTER

Chapters may recommend modifications or changes to the SOP by submitting the recommended changes 45 days in advance and requesting that they be placed on the agenda for the next Board of Directors meeting (or special meeting, if called).

17.3 NOTICE AND VOTING.

Proposed amendments shall be in writing and shall be mailed and/or electronically transmitted, together with notice of the meeting in the Delegate's Brochure to each Chapter Delegate 30 days prior to the meeting at which they are to be voted on. Amendments with proper notice may be considered at any regular or special meeting of the House of Delegates at which a quorum is present, and shall be adopted upon two- thirds vote of the members present.

Amendment or changes not fulfilling the above notice requirement may be placed on the HOD agenda and voted on only with the unanimous vote of all HOD members present and voting.

Any such amendments shall not become effective until approved by the House of Delegates and subsequently by the Society Governance and Bylaws Committee.

END OF DOCUMENT

SOP proposed changes

Cover Page

Replace:

"The Far Western District Association of Chapters is incorporated in the State of California."

"The Far Western District Association of Chapters is organized and exists pursuant to the provisions of Article X of the Bylaws of the Society for the Preservation and Encouragement of Barber Shop Quartet Singing in America, Incorporated, a not-for-profit corporation, (sometimes called SPEBSQSA, Inc., and hereinafter called the "Society") and is incorporated under the laws of the State of California."

Section 1.1

Replace:

"These documents are available either through the district website and/or the District Secretary's files."

"These documents are available through the Society website."

Strike:

"To the extent that the provisions of this District Statement of Policy conflict with the FWD Convention Regulations the rules set forth in this Statement of Policy shall prevail."

Section 2.2

Add to end:

"Each chartered chapter situated within the territorial limits of the District shall be a member of the District."

Section 2.4

Replace entire section with:

"The Board of Directors shall have the power to dissolve chapters in accordance with the Standard Chapter Bylaws Art. XI, Section 11.01, which states: In the event of the dissolution or winding up of this chapter, voluntarily or otherwise, all of its assets remaining after payment, or provision for the payment, of all debts and liabilities of the chapter shall be distributed to the District if it is then existing and organized and operated exclusively for charitable and/or educational purposes and exempt from taxation under Section 501(c)(3) of the Internal Revenue Code. If the District is not then existing and so

organized, operating and exempt, then such remaining assets shall be distributed to the Society if it is then existing and so organized, operating and exempt; but if neither the District or the Society is then existing and so organized, operating and exempt, then such remaining assets shall distributed to another existing organization that is organized and operating exclusively for one or more of the purposes for which the District and the Society were formed, and which is exempt from taxation under Section 501(c)(3) of the Internal Revenue Code."

Section 3.1

Replace entire section with:

"The District House of Delegates shall be the supreme legislative and governing body of the District and shall consist of (a) the duly designated delegate (traditionally the Chapter President, unless the Chapter President names an alternate delegate) from each duly chartered District chapter; (b) each member of the District Board of Directors; (c) any number of past District presidents, at the option of the District House of Delegates, who are members of the Society, available and willing to serve, and whose principal barbershopping activity is in a chapter of the District. Each of the above-named shall be a "Delegate." Such House of Delegates shall be subject to the rules and regulations of the Society and the Society Bylaws and shall have discretionary powers in all District affairs."

Section 3.2

Add to bottom:

"A quorum for the transaction of business by the District House of Delegates shall be 30% of the Delegates or alternates. All meetings of the District House of Delegates shall be conducted in accordance with Robert's Rules of Order (Current Edition)."

Section 3.3

Replace entire section with:

"Each Delegate shall be a member in good standing of the chapter he represents. Each Delegate shall be entitled to one vote on any question submitted for vote at the House of Delegates meetings, and no person shall be entitled to more than one vote regardless of the offices or representative positions held. No proxy or absentee votes shall be permitted."

Section 3.4

Replace:

"Revision of dues"

"The District House of Delegates shall fix the District dues, fees and assessments payable to the District by member chapters of the District and/or by the members of such chapters, including members of the Frank H. Thorne Chapter who reside in the District. Members holding membership in two or more chapters in the District shall not be required to pay multiple District dues, but members holding membership in chapters in two or more districts shall be obligated to pay dues to each of those Districts."

Strike:

"Awarding of District convention bids"

Add to bottom:

"The order of business at the District House of Delegates meetings shall include the following:

- 1. Roll call, checking of credentials and establishing a quorum.**
- 2. Minutes of previous meeting.**
- 3. Reports of officers and committees.**
- 4. Unfinished business.**
- 5. New business.**
- 6. Report of Nominating Committee (fall meeting only).**
- 7. Election of officers (fall meeting only).**
- 8. Adjournment."**

Section 3.7

Add to top:

"The District Board of Directors shall be the responsible administrative agency of the District and shall have the power and authority to transact all business of the District during the interval between District House of Delegates meetings. The District Board of Directors shall be authorized to make budgeted expenditures and emergency expenditures and is empowered to take such emergency action as may be in the best interest of the District. It shall also enforce Society and District rules and regulations."

Add new section:

"Section 3.8: Procedure for Dissolution

In the event the district decides to dissolve for any reason, it shall first offer a motion of dissolution to the House of Delegates, and said motion must be passed by two-thirds of the authorized delegates present and voting. After passing by the required two-thirds vote, the request for dissolution shall be presented to the Society Board for consideration and action. The request for dissolution shall be accompanied by a statement of the districts assets, liabilities, and financial accounting for the previous two years."

Section 4.1

Replace:

"and duly elected by the House of Delegates at their Fall meeting."

"District officers shall be elected by the District House of Delegates, except that the retiring District president shall automatically succeed to the office of immediate past president. A president who resigns or is removed during his term of office does not thereby become the immediate past president. Officers shall take office on January 1 of the year following their election. Officers shall serve for a term (as fixed below in this statement of policy) of either one or two years; provided however, that all officers shall serve until their successors are elected and take office. No District president having served a term of two years (or two consecutive terms of one year) shall be eligible to succeed himself.

In the event that an elective District office or District Board of Directors position shall become vacant, or be about to become vacant, for any reason, the District Board of Directors shall elect a qualified member of the District to fill such vacancy, and the person so elected shall hold office until his successor is elected and qualified. In the event of a vacancy in the office of immediate past president, a successor may be elected from among those qualified past presidents who are able and willing to serve.

In the event that the District president, elected by the Board of Directors to fill a vacancy under the provision set forth above, shall serve more than nine months of a one-year term, or more than one year and nine months of a two-year term in such office, it shall be considered a full term for the purposes of determining his eligibility for election to a successive term."

Strike from list of elected officers:

"Immediate Past President"

Section 4.3.1.1

Replace:

"Regarding the Society Board Member at large, if to be elected, the district nominating committee shall submit candidate recommendations to the Chairman of the Society Nominating Committee by at least March 1 annually in accordance with Society Nominating Committee requirements."

"In accordance with the provisions of Sections 7.01(c)(iii) and (iv) of the Society bylaws the District president shall annually obtain and report to the Society nominating committee the recommendation of the District as to the pool of candidates under consideration by the Society nominating committee for nomination for the position(s) of Society Board directors at-large. The District president shall obtain the recommendation of the District through the District Nominating Committee, Board of Directors, House of Delegates, or any other body/individual as specified by the District in these bylaws or in other District governing documents. The recommendation of the District shall be made by approval voting whereby a single vote may be cast for each candidate in the pool who would be acceptable to the District if nominated by the Society nominating committee and elected by the Society Board."

Remove Section 8.5, and its subsection, since there is no longer a convention bid process approved by the HOD.

Add new:

"Section 10.10: Asset disposition

In the event of the dissolution or winding up of the District, voluntarily or otherwise, all of its assets remaining after payment, or provision for the payment, of all debts and liabilities of the District shall be distributed to the Society if it is then existing and organized and operated exclusively for charitable and/or educational purposes and exempt from taxation under Section 501(c)(3) of the Internal Revenue Code. If the Society is not then existing and so organized, operating and exempt, then such remaining assets shall be distributed to another existing organization that is so organized and operating exclusively for one or more of the purposes for which the Society and District were formed, and which is exempt from taxation under Section 501(c)(3) of the Internal Revenue Code."

Remove Section 11.2.2, since there is no longer a convention bid process approved by the HOD.

Remove Section 11.2.6(b).

BHS House of Delegates Bulletin-Fall 2017

This year's fall House of Delegates bulletin from the Society is a Video. Please click the link below and view the message from Marty Monson, our Executive Director/CEO

<http://www.barbershop.org/hod-fall17/>

Chapter Delegate's Credential Form

(Please Remove and Present to your Division Vice President)

Chapter Delegate's Credential Form



House of Delegate

Far Western District

Fall 2017 Meeting 10/20/17

This will Certify that the Delegate of the:

(chapter Name)

Chapter # D-_____ is

(Delegate Name)

Signatures:

Delegate
(Signature)

Chapter President
(Signature)