

**THE ORGAN HISTORICAL SOCIETY**  
**Minutes of the National Council Meeting**  
**Tuesday and Wednesday, July 10-11, 2007**  
**Sheraton Hotel and Suites, Keystone Crossing, Indianapolis, Indiana**

*These minutes follow the order of the agenda and do not necessarily follow the order in which they were discussed.*

**Call to Order:** The meeting of the National Council of the Organ Historical Society was called to order by President Michael Friesen on Tuesday, July 10, 2007, at 1:20 p.m., in the Sheraton Hotel and Suites, Keystone Crossing, Indianapolis, Indiana. A quorum of Council members was established. Present: Michael Friesen (President), Laurence Libin (Vice-President), Stephen Schnurr (Secretary), James Stark (Treasurer), Jack Bethards (Councilor for Organizational Concerns), Carol Britt (Councilor for Archives), Scot Huntington (Councilor for Conventions), James Johnston (Councilor for Finance and Development), Paul Marchesano (Councilor for Education), and Daniel N. Colburn, II (Executive Director). Absent: Allison Alcorn (Councilor for Research and Publications). Also present: Gregory Crowell (Director of Publications) and David Barnett (Controller).

**Approval of Minutes: Moved**—Marchesano; second—Johnston, to approve minutes of the Philadelphia, Pennsylvania, meeting of the National Council, Friday and Saturday, March 16 and 17, 2007, as circulated by the Secretary and to be published in accordance with *Robert's Rules of Order*. Motion passed, one opposed (Huntington).

The Secretary noted that the National Council approved by unanimous electronic mail vote the appointment of James Stark of Pittsburgh, Pennsylvania, as Treasurer of the Society, effective Monday, April 23, 2007.

**REPORTS**

**President's Report:** Michael Friesen. President Friesen presented a written report to the Council, detailing his activities on behalf of the Society since the last meeting of the Council. He has assisted with selecting a new Treasurer, as well as providing advice on his first days in his new role. The President spent considerable time proofing the 2007 Convention *Organ Atlas*, the largest of its kind in the Society's history. He has also offered advice to the Central Indiana Convention Committee and has worked on the establishment of the Publications Prize Committee.

**Vice-President's Report:** Laurence Libin. A written report was submitted by the Vice-President. The Vice-President has focused on the ongoing Phoenix Project, assisting with planning of 2007 and 2008 symposia, and organizational development. His editorial in *The Tracker* outlining thoughts for the Society's future direction and inviting responses by the membership has yielded several responses which will be considered by the National Council.

The President welcomed the Society's new Treasurer, James Stark, to his first meeting with the Council in his new capacity.

**Treasurer:** James Stark. The Treasurer presented a written report, including a handout of preliminary budget figures for the 2007-2008 Fiscal Year.

**Resolved:** Bethards; second—Marchesano, that the National Council thanks Mr. Stark for his extensive and excellent work, that the Council accepts his financial reporting format, and that the Council authorizes him to set up a system of expenditure controls for the various program services of the Society. Resolution passed unanimously.

Mr. Barnett then left the meeting.

**Executive Director:** Daniel N. Colburn, II. The Executive Director presented a written report. The Executive Director has been working closely with David Barnett and the new Treasurer, James Stark, in refashioning the accounting procedures and oversights. While much of his energy has been directed towards the 2007 National Convention, he met with the 2010 Pittsburgh Convention Committee and D. Jay Feldman, the hotel broker, to select a hotel for that convention. Advertising income for the 2007 Convention publication is approximately \$13,500, while income for the journal approached \$19,570. The Friends of the Convention appeal netted \$5,525. The Annual Fund Drive has brought in approximately \$35,000 from three hundred donors, the highest amount ever. The 2002 Chicago Convention compact discs have been released, and work on the 2004 Buffalo set has begun.

### COUNCILORS' REPORTS

**Archives:** Carol Britt. Dr. Britt submitted a written report. The entire backlog of loose materials has been bound and the collection has been brought current to 2005. Peter Cameron of Methuen, Massachusetts, has donated a box of Jardine materials to the American Organ Archives. The humidity issues in the Archives appear to have been brought to acceptable standards. The Vice-President led discussion for the October 2007 symposium to be held at the Eastman School of Music, University of Rochester, Rochester, New York, distributing recently-completed brochures which will be mailed to the membership. Mr. Libin also delineated progress with planning for the October 2008 symposium, held in conjunction with Research Center for Music Iconography at the City University of New York Graduate Center and entitled *Organs in Art/Organs as Art*.

**Conventions:** Scot Huntington. Mr. Huntington presented a written report with updates pertaining to several upcoming conventions from various convention chairs. The Councilor provided a verbal report on the 2009 Cleveland Convention. Mr. Stark, Vice-Chair of the 2010 Pittsburgh Convention, also provided a brief report, including the securing of the hotel contract and a preliminary lineup of recital instruments. The Secretary presented a folder of publicity items regarding the 2007 Central Indiana Convention that appeared in various national and chapter publications of the American Guild of Organists. Councilor Huntington led discussion of possible mini-conventions in Vermont and New Hampshire. Mr. Marchesano announced that this year's convention survey will be available online.

**Education:** Paul Marchesano. There were seven candidates for the E. Power Biggs Fellowship for the 2007 National Convention, of which two were awarded fellowships: Leon Griesbach of Lisbon, Maine, and Alex Hendrickson of Marion, Illinois. Two Historic Organ Citations have been awarded since the last meeting of the Council, including one for an instrument built in 1906 by Breckels & Matthews of Warton, Ontario, Canada, the first citation for this builder. There has been no activity on the part of Historic Organ Recitals due to budget limitations. The 2008 Symposium has issued a call for papers.

**Finance and Development:** James Johnston. Councilor Johnston provided a report from the Endowment Fund Advisory Board. On June 30, 2006, assets under management with the Endowment Fund amounted to \$314,554.30. On June 30, 2007, assets amounted to \$353,606.22. The Councilor recommended Peter Boysen to the Council for replacement of James Stark on the Endowment Fund Advisory Board.

**Moved:** Libin; second – Bethards, that the National Council appoint Peter A. Boysen to fill the vacancy on the Endowment Fund Advisory Board. Motion passed unanimously.

**Organizational Concerns:** Jack Bethards. Councilor Bethards presented a written report. Mr. David Barnett continues in his role of day-to-day financial and office management of the Society's headquarters in Richmond, Virginia. Mr. Stark has agreed to help to improve control procedures and to oversee

financial operations and reporting. There has been increased activity on the part of the Society's Chapters.

**Research and Publications:** Allison Alcorn. A written report was submitted in the absence of Dr. Alcorn. The Alan Laufman Grant Committee is in the process of selecting a grant recipient from various applications. Councilor Alcorn's report included a report from the Director of Publications, Gregory Crowell. The summer issue of *The Tracker* has gone to press. Dr. Crowell oversaw the production of this year's convention publications, the *2007 Organ Atlas and Handbook*. A book, *The Brebos Organs of El Escorial*, has been printed and is now offered by the Society catalogue. Also, *The Organ Manual*, by Henry Nicholson, a part of the Archives Reprint Series, is now in print. Other publications are in various stages of process. Dr. Crowell presented a copy of the *Brebos* as well as test copies of the festschrift, *Music and Its Questions: Essays in Honor of Peter Williams*, and an autobiography of Charles W. McManis, *Wanted: One Crate of Lions*, for the Council to view.

*The meeting recessed for the day at 6:28p.m.*

*The meeting was reconvened by the Vice-President on Saturday, March 17, 2007, at 9:17 a.m. Present: Michael Friesen (arrived 9:36, after which time, he led the meeting), Laurence Libin, Stephen Schnurr, James Stark, Jack Bethards, Carol Britt, Scot Huntington, James Johnston, Paul Marchesano (arrived 9:26), and Daniel N. Colburn, II (arrived 9:22 a.m.). Absent: Allison Alcorn. Also present: Gregory Crowell, Dennis Northway (Membership Committee Chair, for the first part of the morning), David Dahl (Chair of the 2008 National Convention Committee, for part of the morning), and Joseph McCabe (Chair of the 2009 National Convention Committee, for part of the afternoon).*

Dennis Northway made a presentation to the Council regarding his work for renewing and recruiting membership, leading the Council in discussion of various matters to assist him in creating a vision for his future work.

David Dahl led discussion of various matters pertaining to the 2008 Seattle/Tacoma National Convention.

#### **OLD BUSINESS**

**Guidelines for Restoration and Conservation:** Huntington. Councilor Huntington presented publications which the Guidelines Committee has been reviewing in its work. The Committee's working document, *Guidelines for the Documentation of Pipe Organs*, was discussed. The President suggested a hierarchy of several documents which the Committee might consider for creating and compiling.

**Archives Operating Procedures:** Britt. There was no report.

**Organ Tours:** Colburn. The Executive Director continues to work on various possibilities for a Tour, particularly a possible tour to Italy for June of 2008. Councilor Marchesano is exploring the possibility of an OHS Tour to Australia for the autumn of 2009.

**Convention Sourcebook:** Schnurr. There was no report. The Executive Director requested that activity for this Committee be suspended until after the 2007 National Convention, so that he would be able observe one full cycle of a convention process and thus better prepare for discussion of proposed changes.

**Mission Statement:** Colburn. There was no report.

**Online Chatlist:** Marchesano. The Councilor reported that the Society's website subscription service has the ability to support an online discussion forum. He has also formed a Website Committee at the

request of the Council from March 2007, consisting of Paul Marchesano (chair), Len Levasseur, and Anthony Marchesano.

**Moved;** Marchesano; second—Johnston, that the National Council create the Van Pelt Fund for the Preservation and Restoration of Historic Organs as described in the revised text presented by the Councilor for Organizational Concerns on June 26 and revised July 11. Motion passed unanimously.

**Development Committee:** Colburn. The Executive Director is still forming his committee.

#### NEW BUSINESS

**Moved:** Marchesano; second—Huntington, that the National Council reappoint the current members of the Historic Organ Recitals Committee, the Pipe Organ Database Committee, and the E. Power Biggs Fellowship for another five year term, beginning October 1, 2007. Motion passed unanimously.

**Moved:** Schnurr; second—Huntington, that the National Council appoint the following persons to the Historic Organ Citations Committee for a five-year term of service, beginning October 1, 2007: Jonathan Ambrosino, Michael Friesen, Allen Kinzey, Paul Marchesano, Larry Pruett, and Nicholas Thompson-Allen. Motion passed unanimously.

**Moved:** Marchesano; second—Johnston, that the National Council appoint Jonathan Ortloff to the Guidelines for Restoration and Conservation Committee. Motion passed unanimously.

**Moved:** Britt; second—Johnston, that the National Council enforce the Additional Person in Household Dues policy. The additional person in household is a regular member but does not receive subscription publications of the Society. Motion passed unanimously.

**Moved:** Marchesano; second—Johnston, that the National Council adopt a revised dues schedule as follows: Regular, \$60.00; Over 65, \$50.00; Student (25 and under), \$20.00; Second Person in Household at regular rate, \$45.00; Second Person in Household Over 65, \$40.00; additional dues levels: \$100.00, \$250.00, \$500.00, \$1,000.00, and \$2,500.00. Motion passed unanimously.

**Moved:** Bethards; second—Marchesano, that the National Council disband the Meritorious Service Award Committee, the Employee Policy Manual Committee, and the Organizational Restructuring Committee, with the gratitude of the National Council for their service. Motion passed, one opposed (Huntington).

*The meeting recessed for luncheon at 12:39 p.m. The meeting reconvened at 2:03 p.m.*

The President introduced Joseph G. Roberts, Chair of the 2007 Central Indiana Convention Committee, who was greeted by the National Council.

The Council discussed possibilities of presence at the 2008 National Convention of the American Guild of Organists in the Twin Cities of Minnesota.

**Moved:** Libin; second—Huntington, that the National Council approve the formation by the Publications Governing Board of the OHS Press Honorary Advisors, including the following persons: Jonathan Ambrosino, Anthony Baglivi, John Brombaugh, Lynn Edwards Butler, Hans Davidsson, Barbara Owen, Rollin Smith, Kerala Snyder, Nicholas Thistlethwaite, Harald Vogel, Craig R. Whitney, and Peter Williams. Motion passed unanimously.

**Moved:** Bethards; second—Johnston, that the National Council ratify the membership of the Publications Prize Committee: Tina Frühauf (3-year term, April 1, 2007 through April 30, 2010), Christopher Marks (3-

year term), Bynum Pettey (2-year term, April 1, 2007, through April 30, 2009), William Osborne (2-year term). Motion passed unanimously.

**Moved:** Johnston; second – Bethards, that the National Council approve the Operating Procedures of the Publications Prize Committee. Motion passed unanimously.

**Moved:** Johnston; second – Huntington, that the National Council adopt the organizational chart as amended. Motion passed unanimously.

**Moved:** Huntington; second – Libin, that the National Council incorporate the duties of Convention Coordinator into the duties of the Executive Director. Motion passed unanimously.

**Moved:** Bethards; second – Libin, that the National Council adopt the Reimbursable Expenses Policy as amended, authorizing the Executive Director for implementation. Motion passed, one abstention (Huntington).

**Moved:** Schnurr; second – Libin, to ensure quality and consistency of the OHS's name, look, and reputation, anything printed, electronically transmitted in visual form, or placed on the OHS website bearing the OHS name or logo shall be approved by the Executive Director prior to being disseminated. All stationery used on behalf of OHS functions shall be designed to contain common elements of the Society in a uniform style, and such approved letterhead shall then be the only version used. Motion passed unanimously.

**Moved:** Libin; second – Schnurr, that the National Council approve the Job Description of the Treasurer of the Society, dated March 26, 2007. Motion passed unanimously.

**Moved:** Johnston; second – Britt, resolved, that the Organ Historical Society, a Pennsylvania corporation, hereby authorizes currently-appointed Treasurer, James M. Stark, to maintain and/or open, with Wachovia Bank, N. A., any depository or money management accounts needed in the course of the Society's normal day-to-day operations, to transfer into and write checks against such accounts, and to delegate such authority to Daniel N. Colburn II, Executive Director, and to David Barnett, Controller. Motion passed unanimously.

**Moved:** Johnston; second – Britt, resolved that the Organ Historical Society, a Pennsylvania corporation, hereby authorizes currently-appointed Treasurer, James M. Stark, to maintain and/or open, with Vanguard Group, Inc., such investment management accounts as are deemed necessary for the ongoing management of the Society's permanent funds, as determined by National Council, to buy, sell, or hold such mutual fund investments as are deemed appropriate for the long term disposition of such funds, and to delegate to David Barnett, Controller, the authority to execute such transactions, or open such accounts, on the instructions of the Treasurer. Motion passed unanimously.

**Resolved:** Huntington; second – Bethards, that the National Council extends its thanks and appreciation to the 2007 National Convention Committee for their diligence and hard work in preparing this year's convention. Resolution passed unanimously.

**Resolved:** Huntington; second – Johnston, that the National Council extends its thanks and appreciation to the Director of Publications, contributors, editor, and designers, for their excellent work for the production of the *2007 Organ Atlas*. Resolution passed, two abstentions (Friesen and Schnurr).

**Resolved:** Libin; second – Britt, that the National Council thanks the outgoing National Council members for their years of service. Resolution passed unanimously.

**Resolved:** Libin; second—Marchesano, that the National Council expresses its thanks and appreciation to David Barnett, Controller, for his long service as Treasurer. Resolution passed unanimously.

**Moved:** Marchesano; second—Libin, that the National adopt bylaws changes as follows, pending approval of the Membership:

Section 5.2, *Ex Officio* defined, adding the following at the end of this section: *Ex officio* members are entitled to receive all documents and communications of a committee or governing board, including, but not limited to, agendas, minutes, reports, memos, financial statements, and the like.

Section 5.3, Committees, subsection (a), fourth sentence, altered to read: A committee will normally have at least three (3) members, at least one of whom should be a Voting Council Member and the others will normally be members of the Society, except if other composition of the committee is approved by the National Council.

Section 5.3, Committees, new subsection (f), as follows: The National Council may approve a specific make-up of or qualifications for membership on a given committee by approval of a motion which creates or modifies a committee, or through approval of the committee's operating procedures, which preclude the President, Vice-President, and/or Executive Director from being an *ex officio* member of such committee.

Section 5.4, Nominating Committee, subsection (a), entire subsection to read: The Nominating Committee shall nominate candidates for National Officers (except Treasurer) and National Councilors.

Section 5.6, American Organ Archives Governing Board, subsection (e), National Council Powers, adding the following as: (5) and, as provided in Section 5.8 (b), to approve the Archives Governing Board operating procedures.

Section 5.7, Publications Governing Board, subsection (d), National Council Powers, adding the following as: (5) and, as provided in Section 5.8 (b), to approve the Publications Governing Board operating procedures.

Section 5.8, Governing Boards—Additional Provisions, new subsection (d), as follows: Minutes of governing board meetings shall be taken and shall be distributed to the National Council.

Section 6.1, Annual Meeting, revise entire section to read: The Society shall hold an Annual Meeting open to all Voting Members to conduct such business as may be properly brought before the Voting Members. Non-Voting Members and other individuals who are not Voting Members may attend the Annual Meeting of the Society. The Annual Meeting will normally be scheduled in conjunction with the National Convention of the Society, or otherwise at a date, time, and place certain that is announced, but shall in no case be held later than 1 October of that calendar year. Notice of the Annual Meeting to Voting Members shall be made in writing at least thirty (30) days prior to the meeting date. Notice shall be deemed to have been given by the listing of the Annual Meeting in the events schedule of the convention registration brochure and posting on the Society's website. Notice by a separate physical mailing shall not be required.

Section 10.2, Amendment by National Council and Society Members, adding the following: Such amendment elections are not required to be held in conjunction with an Annual Meeting, and can be done by mail at any time, with the teller being appointed by the President, and with mailing instructions, calendar deadlines, and other administrative procedures established by the National Council, so long as at least thirty (30) days after the ballots are mailed are afforded to the members to cast their votes. Motion passed unanimously.

**Moved:** Libin; second—Schnurr, that no governing board or committee shall require any expenditure or obligation that is not within the purview of that governing board or committee. Any interdisciplinary expenditure or obligation shall be decided by the National Council. Motion passed unanimously.

**Moved:** Bethards; second—Huntington, that the Organ Historical Society *Organ Atlas* shall be a benefit of membership. Each member shall receive one copy. Motion passed unanimously.

*The Vice-President left the meeting at 5:59 p.m.*

**Moved:** Schnurr; second—Bethards, that no person on the National Council may also be a member of a governing board unless, by virtue of holding a National Council office, that person is automatically a member of the governing board. Motion passed, one opposed (Huntington).

**Moved:** Friesen; second—Schnurr, that no member of any committee or governing board shall state that a decision or policy of a committee or governing board is in place unless said decision or policy can be proven by virtue of appearing specifically in print in the minutes of a meeting held in accordance with the bylaws. Motion passed, one opposed (Huntington).

*The meeting was recessed at 6:13 p.m.*

*The meeting reconvened on Thursday, July 12, 2007, at 7:34 p.m., in the North United Methodist Church of Indianapolis, Indiana. Present: Michael Friesen, Laurence Libin, Stephen Schnurr, James Stark, Jack Bethards, James Johnston, and Paul Marchesano. Absent: Allison Alcorn, Carol Britt, Scot Huntington, and Daniel Colburn.*

**Moved:** Schnurr; second—Johnston, that, cognizant of the devastating tragedy, catastrophic damage, and continuing rebuilding of Orleans Parish, Louisiana, caused by Hurricane Katrina, and, knowing that 2007 National Council election ballots were not delivered by the United States Postal Service to Society members in Orleans Parish, the National Council recommends that the Society membership endorse during its Annual Meeting on Sunday, July 15, 2007, the temporary suspension of Society Bylaws Section 8.2, so that Society members of Orleans Parish, Louisiana, present at said meeting are thus permitted to receive replacement ballots for the 2007 Council election. Motion passed unanimously.

*The meeting recessed at 7:43 p.m.*

*The meeting reconvened on Sunday, July 15, 2007, at 12:25 p.m., in the Sheraton Hotel and Suites, Keystone Crossing, Indianapolis, Indiana. Present: Michael Friesen, Laurence Libin, Stephen Schnurr, James Stark, Jack Bethards, James Johnston, Paul Marchesano, and Daniel Colburn. Absent: Allison Alcorn, Carol Britt, and Scot Huntington.*

There was no further business to conduct.

#### ADJOURNMENT

**Moved:** Marchesano; second—Johnston, to adjourn. Motion passed unanimously. Meeting adjourned at 12:26 p.m.

*-- Respectfully submitted, Stephen Schnurr, Secretary.*

*--Approved, Wednesday, October 10, 2007, in Rochester, New York.*