

## MINUTES AUGUST 18, 2015

### CALL TO ORDER

A regular meeting of the Board of Directors of the Organ Historical Society was called to order by Chair Dr. Christopher Marks at 8:00 p.m. (EDT) on August 18, 2015 by teleconference. Secretary Jeffrey Dexter was present.

### ROLL CALL AND APPROVAL OF MINUTES

The Secretary called the roll. A quorum was established. Members in attendance were: Willis Bridegam, Craig Cramer, William Czelusniak, Jeffrey Dexter, Christopher Marks, Kimberly Marshall, and James Weaver.

Without objection, the minutes of the June 28, 2015 meeting were approved as distributed.

### REPORTS OF OFFICERS

#### CHAIR, CHRISTOPHER MARKS

More frequent email communication to membership by the Chair or Executive Director. DSA submissions are on-line/live. Dan Clayton, chair overseeing the DSA process. Committee Chairs to report to the board and the society during annual meetings. The Tracker masthead being re-designed; Email address will be included, personal addresses and phone numbers removed.

#### CHIEF EXECUTIVE OFFICER, JAMES WEAVER

Jim reported on the positive outcome and great success of the 60th Annual Convention in the Pioneer Valley of Massachusetts. Financial information regarding the convention will be forthcoming.

Work continues with Natural Lands Trust and OHS member Joe McCabe on developing and naming an 'Owner's Representative' for the ongoing work with the Stoneleigh project.

### REPORTS OF COMMITTEES

#### APPOINTMENT OF STANDING COMMITTEES

- Endowment Fund Advisory Committee — Willis Bridegam, chair.
- Library and Archives Advisory Committee — James Wallmann, chair. Craig Cramer, Board Liaison; Willis Bridegam. Chris Marks removed from the committee.
- Publications Advisory Committee — Kimberly Marshall, chair. Christopher Anderson; Ian Quinn; Rollin Smith, non-voting member.
- Membership Development Committee — Bill Czelusniak, chair. Suggestions solicited for committee members. More will be dis-

cussed at the Villanova meeting. Executive Director Weaver implores board members to be involved in either aspect of this important committee.

- Pipe Organ Database Committee — Jim Cook, chair. Connor Annable; Chad Boorsma; Stephen Hall; Daniel Hancock; Bruce Ludwick; Steven Lawson; and Jeff Scofield.

#### DORMANT COMMITTEES

- Alan Laufman Research Grant
- Publications Prize Committee

Discussion about the relevance and ability to fund these committees/prizes. Further work will continue to refine, plan, administer, and fund these grants/prizes. They will be removed from The Tracker for the time being.

#### BY-LAWS AMENDMENTS

- Treasurer as ex-officio member of Endowment Fund Advisory Committee
- Archivist as ex-officio member of OHSLA Advisory Committee
- Director of Publications as ex-officio member of Publications Advisory Committee

Christopher Marks moves that the board propose to the membership the above-noted amendments. Nominating Committee Membership ballot upcoming — these three additional amendments could be attached. Motion is adopted. Membership will vote on these amendments.

#### DISCUSSION OF DUES INCREASE

Willis Bridegam and William Czelusniak led a discussion on the subject of an OHS dues increase. Last OHS dues increase was in 2007. Only 18½% of our budget is provided by membership dues. This is an on-going discussion/project that will be clearly articulated to the membership as action plans are developed.

#### NEXT MEETING

OHS Board of Directors will meet on September 20/21, 2015 at the Villanova Conference Center in Pennsylvania.

#### ADJOURNMENT

The meeting was adjourned at 9:00 p.m. (EDT).

## MINUTES SEPTEMBER 20/21, 2015

### CALL TO ORDER

A regular meeting of the Board of Directors of the Organ Historical Society was called to order by Chair Christopher Marks at 4:56 pm on 20

September 2015 in Villanova, Pennsylvania. Secretary Jeffrey Dexter was present.

### ROLL CALL AND APPROVAL OF MINUTES

The Secretary established a quorum. Members in attendance were: Willis Bridegam, Craig Cramer, William Czelusniak, Jeffrey Dexter, Christopher Marks, Kimberly Marshall, and James Weaver.

Without objection, the minutes of the August 18, 2015 meeting were approved as distributed.

### DISCUSSION OF MEETING SCHEDULE

Motion: (Marshall) to approve of regular meeting/teleconference times as distributed. Motion adopted.

### REPORTS OF OFFICERS

#### CHAIR, CHRISTOPHER MARKS

Chris recounted an overview of the past three years; providing historical context, highlighting challenges, and encouraging additional progress. Our work is ongoing — and not done.

### REPORTS OF COMMITTEES

#### PUBLICATIONS COMMITTEE

Kimberly Marshall offered a Publications Advisory Committee report, including a discussion of ad hoc recommendations regarding convention publications and who maintains oversight/responsibility.

2017 and beyond — setting precedent for convention publication policy/oversight

Motion: (Marshall) The Director of Publications reports to the CEO. The CEO provides the Director of Publications an updated job description. Motion adopted.

Motion: (Marshall) Publications Advisory Committee works in advance to identify writers for convention handbooks, calendars, and other convention-related publications. Publications Advisory Committee will report to Board — well in advance — to have all convention publications approved beforehand. Motion adopted.

#### MEMBERSHIP AND DEVELOPMENT COMMITTEE

William Czelusniak led a discussion on the initial work of the membership/development committee, and the many facets of this crucial effort.

#### HUMAN RESOURCES

Motion: (Marks) All OHS staff and contractors report to the CEO. Motion adopted.

Job descriptions for CEO and staff need to be developed/refined. . .soon.

#### MEMBERSHIP AND DEVELOPMENT COMMITTEE WRAP-UP

Committee to reach-out to lapsed members.

Motion: (Marks) Craig Cramer appointed to the Membership Committee. Motion adopted.

*The meeting recessed at 9:00 PM on 20 September 2015.*

*The meeting resumed at 9:17 AM on 21 September 2015*

#### TREASURER'S REPORT

As is the case with the Pope's encyclical on climate change, we have the ability to change our fiscal challenges.

The Board requests that the Endowment Committee investigate some investment management firm other than Wells Fargo.

Looking into bank fees and charges associated with credit card transactions.

Conducted a thorough review of August 2015 financial report.

We really need to make every effort to maintain a reserve fund.

Budget process is critical.

Fund raising discussion - \$60K for our 60<sup>th</sup> Anniversary

Motion: (Marks) Appoint an Ad hoc Budget Committee — Will Bridegam, Chris Marks, Kimberly Marshall — to present a balanced budget 2016 for the October 27, 2015 teleconference. Motion approved.

#### OHS STORE

Possible collaboration with AGO in operating our store.

Possible OHS Store providing music for AGO certification and competitions

#### STONELEIGH

September 29 — selection of architect.

Motion: (Marks) Appoint Bill Czelusniak to the Relocation Committee. Motion approved.

The Owner's Representative has been chosen - Northstar Associates.

#### NATURAL LANDS TRUST

Molly Morrison and Scott Wendle of the Natural Lands Trust join the meeting. Hazel Eaton (OHS Program Assistant) and Bynum Petty (OHS Archivist) join the meeting.

Explanation of NLT's role and history. Saving/Stewarding/Connecting people to nature. Overview of the Stoneleigh project.

#### NEXT MEETING

OHS Board of Directors will meet via teleconference on October 27, 2015 at 8:00 p.m. EDT.

Meeting adjourned at 12:12 PM (EDT)

## MINUTES OCTOBER 27, 2015

### CALL TO ORDER

A regular meeting of the Board of Directors of the Organ Historical Society was called to order by Chair Christopher Marks at 8:00 p.m. EDT by teleconference on October 27, 2015. Secretary Jeffrey Dexter was present.

### ROLL CALL AND APPROVAL OF MINUTES

The Secretary called the roll. A quorum was established. Members in attendance were: Willis Bridegam, Craig Cramer, William Czelusniak, Jeffrey Dexter, Christopher Marks, Kimberly Marshall, and James Weaver.

Without objection, the minutes of the September 20/21 meeting were approved as distributed.

### REPORTS OF OFFICERS

CEO Jim Weaver provided a report on updates regarding the Stoneleigh project. Further, Jim provided an additional report on the contacting of lapsed members via a mass mailing. Meeting with John Romeri in Philadelphia (RC Diocesan Musician; AGO Philadelphia) in advance of the 2016 convention.

### REPORTS OF COMMITTEES

Bill Czelusniak provided a written report on the work of the Membership and Development Committee.

Motion (by Czelusniak) that the OHS Board appoint Marilyn Polson of Vermont and Marian Ruhl Metson of California to the Membership and Development Committee. Motion Adopted.

Membership and Development will be conducting a telephone campaign in mid-November.

Annual Fund appeal to be forthcoming.

Kimberly Marshall provided a report on the work of the Publications Advisory Committee. Questionnaire being provided to former Biggs Fellows as a follow-up to their involvement. PAC urges board action on the cost/benefit ratio of printed publications.

### NEW BUSINESS

Treasurer Will Bridegam led an extended discussion on finances and the budgeting process.

### NEXT MEETING

The next regularly scheduled meeting of the board will be via teleconference on December 15, 2015 at 8:00 p.m. EST.

### ADJOURNMENT

The meeting was adjourned at 9:01 p.m.

## MINUTES DECEMBER 15, 2015

### CALL TO ORDER

A regular meeting of the Board of Directors of the Organ Historical Society was called to order by Chair Christopher Marks at 8:03 p.m.

EDT by teleconference on December 15, 2015. Secretary *Pro Tem* Craig Cramer was present.

### ROLL CALL AND APPROVAL OF MINUTES

The Secretary Pro Tem called the roll. A quorum was established. Members in attendance were: Willis Bridegam, Craig Cramer, William Czelusniak, Jeffrey Dexter, Christopher Marks, Kimberly Marshall, and James Weaver.

Without objection, the minutes of the October 27 meeting were approved as distributed.

### REPORTS OF OFFICERS

CEO Weaver reported that contributions to OHS have increased — despite declining membership since 2012. Jim indicated that there has been positive response to Bill Czelusniak's annual fund appeal letter — including a greater percentage of the membership responding. Members of the 2016 Philadelphia convention committee are working diligently.

Chairman Marks reported on progress in revising OHS job descriptions and contracts. The existing contract with the CEO is long out-of-date and no longer in effect. Attorney James Wallmann will be consulted as this process moves forward. Chris indicated that several persons will be in Rochester, New York at the Eastman School of Music in mid-January to discuss future collaborative efforts.

### REPORTS OF COMMITTEES

Vice-Chair Czelusniak reported on the begin-

nings of the Membership and Development Committee's work. The topic of contacting lapsed members via telephone was discussed. Additional contacts were made at this year's East Texas Pipe Organ Festival. Bill encouraged the use of gift memberships as a recruitment tool.

Nominating Committee — Bill Czelusniak, Craig Cramer, and Roberta (Bobbie) Markin were appointed to the Nominating Committee. They join Jim Cook and Bruce Stevens. This committee will present a slate to the Philadelphia Annual Meeting in 2016 — in advance of the fall 2016 election (*with terms beginning in 2017*).

Publications Advisory Committee — Kimberly reported on a book project currently in development — which will be sent out to the membership for their sponsorship.

### NEW BUSINESS

Treasurer Will Bridegam led an extensive and detailed discussion of the budgetary process for 2016. Many individual line-items were dissected and discussed.

Motion (by Czelusniak) that the board adopts a provisional budget (until February 2017) as outlined by Treasurer Bridegam. Motion Adopted.

### NEXT MEETING

The next regularly scheduled meeting of the board will be via teleconference on January 19, 2016 at 8:00 p.m. EST.

### ADJOURNMENT

The meeting was adjourned at 9:12 p.m.

# Obituary



Kenneth George Yates

**KENNETH GEORGE YATES**, age 69, died on Wednesday, March 16, 2016, at Hospice Savannah following a brief illness. He was organist and choirmaster at Sacred Heart Catholic Church, Savannah, Ga.

Ken Yates began studying piano with Alise Doran, but soon realized that he was drawn to the organ and church music. By the time he entered high school, he was assistant organist at All Saint's Church, Ashmont, Mass. After serving as a U.S. Navy chaplain's assistant for four years aboard the aircraft carrier *U.S. Intrepid*, Yates earned a degree in church music from Boston University in 1973. He taught music in the Boston public schools for nearly ten years

and was organist-choirmaster at the Church of the Epiphany, Walpole, Mass., and also at St. Paul's, Brockton. Yates moved to Savannah in 1983 and was appointed organist-choirmaster of St. John's Episcopal Church, remaining there until 1999. In addition to Sacred Heart R.C. Church, Yates played in many other churches in the Savannah area, as well as at Congregation Mickve Israel.

Ken Yates was a member of the AGO and OHS. He unreservedly shared his talents and knowledge freely, teaching many organ and piano students through the years. A memorial service for Kenneth Yates was held at St. John's Church, Episcopal, (Madison Square) on April 7.