



## 2024 Delegates/Associate Members Meeting

Zoom Videoconference 2:00 PM ET

Sunday, November 17, 2024

**Mission: Empowering all Women through singing, education, friendship.**

<p><b>1. Call to Order</b> Parliamentarian - Debbie Parmerter</p>	<p>All members were asked to rename themselves to first name and chapter, associate, and area or International Board of Directors position when they were let in.</p> <p>The meeting was called to order at 2:02 pm</p> <p>Rules of meeting:</p> <ul style="list-style-type: none"> <li>- Everyone to be on mute unless called upon to speak.</li> <li>- Please use the raise hand feature if you wish to speak and you will be called upon in order.</li> <li>- Kelly Peterson and Debbie Parmerter to monitor.</li> <li>- Try using speaker view so you can see who is speaking at all times.</li> <li>- Please do not use the chat function.</li> <li>- Please have your cameras on.</li> </ul>
<p><b>2. Introduction of Board Members</b> Parliamentarian - Debbie Parmerter</p>	<p>Introduction of Board Members:</p> <p>President – Gaye LaCasce Executive Vice-President – Donna McKay Immediate Past President – Linda Brehaut Vice-President Convention &amp; Contests – Jan DelVecchio (regrets) Vice-President Finance – Donna Clarkson (regrets) Director of Outreach – Taralee Lashway (absent) Director of Growth – Christina Lewellen Outgoing Director of Philanthropy – Jeanne O’Connor Incoming Director of Philanthropy – Anne Bureau</p>

	<p>Incoming Director of Programs (Music &amp; Education) – Janine Schindler</p> <p>Area 1 Director – Yvonne Rafuse</p> <p>Area 2 Director – Julie Schwingbeck</p> <p>Area 3 Director – Sarah Thorne-Miller</p> <p>Area 4 Director – Susan Spencer</p> <p>Area 5 Director – Sandy McCreary</p> <p>Executive Director - Kelly Peterson</p> <p>Parliamentarian - Debbie Parmerter</p> <p>Recording Secretary/Administrative Coordinator - Angie Morton</p> <p>Strategic Advisor – Linda McMaster</p> <p>Social Media Coordinator – Anita Prather Harvell</p>
<p><b>3. Roll Call</b></p> <p>Administrative Coordinator Angie Morton</p>	<p>A Cappella Showcase – President – Jayne Staples</p> <p>Atlanta Harmony Celebration! – Alternate – Marie Ross (absent)</p> <p>Bella Nova – President – Melissa Hartman</p> <p>Bluegrass Harmony – President – Valinda Petri</p> <p>Breton Songbirds – President – Dianne Humphrey (regrets)</p> <p>Capital Chordettes – President – Joanne Sherk</p> <p>Chord Spinners – President – Sheila Schmidt</p> <p>Coastal Voices – President – Tina Gleason</p> <p>Covered Bridge Harmony – President – Kathy Custis</p> <p>Crystal Chords – President – Blake Devillers</p> <p>Harmony Falls – President – Cathy Horein (absent)</p> <p>Harmony Heritage – President – Anne Diggie</p> <p>Harmony in Motion – President – Mary Comerford</p> <p>Harmony Magic – President – Sara Stone</p> <p>Harmony Sound Waves – President – Laura Walsh</p> <p>Island A Cappella – President – Brenda Smith (absent)</p> <p>Lake Ridge Legacy – Alternate – Melisa Judware</p> <p>Liberty Belles – President – Linda Franco</p> <p>Maine-ly Harmony – President – Sue Staples (absent)</p> <p>Montreal City Voices – President – Gail Chartier</p> <p>Music City Sound – President – Jennifer Palus</p> <p>New England Voices in Harmony – President – Jennifer Selby (absent)</p> <p>Newfound Sound – Alternate – Diane Power</p> <p>Niagara Frontier Chord Authority – President – Jill Hamilton</p> <p>Nickel City Sound – Alternate – Kim Mullin</p> <p>Northern Blend – President – Laura Oakes</p> <p>NoteAble Blend - regrets</p>

<p> Panama City A Cappella – President – Jolie Thompson  Reading A Cappella Voices – President – Alexandra French  Rhythm of New Hampshire Show Chorus – President – Andrea Younie  Rochester Rhapsody Chapter – President – Michelle Buckenmeyer  Scarborough Harmony Chorus – Jully Gritzan  ScotianAires – President – Elizabeth Houghton  Sea Belles – President – Bernice Blake-Dibblee (absent)  Seaside A Cappella – President – Andrea Dean  Shades of Harmony – President – Kimberly Murray  Silk'n Sounds – President – Cathy Gobes  Sing Niagara – President – Kathryn Traynor  Sisters of Sound – President – Shannon Shelton-Muller  Sound Celebration – President – Becky Matz  Sounds of the Seacoast – President – Joyce Auger  Spirit of Michigan Chorus – President – Mary Galliver  St. Louis Vocal Project – President – Jessica Russo  Sunshine Harmony Chorus – President – Glenda Wolfe  Surround Sound – President – Linda Parviainen  The Baytones – President - Patricia Cassidy  The Over Tones, Inc. – President – Karen Atkinson  The Thousand Islanders – President – Muriel Franklin  Toronto Accolades – President – Beth Mahy  Unaccompanied Minors – President – Kristin Gunasekera  Valley Voices – President – Carrie Bernard  Village Vocal Chords – President – Maria Bunte  Vocal Moxie – President – Trayce Elenteny (absent)  White Sands A Cappella – President – Karen Schutt  Women in Harmony – President – Sharon Hyndman  Area 1 Associates  - Kim Meechan  - Carolyn Prime (absent)  - Gillian Nichol  Area 2 Associates  - Carole Mensing (absent)  - Christine Hayes (regrets)  Area 3 Associates  - Nancy Weisbein (absent)  Area 5 Associates  - Sandra Morris  - Linda Hilko </p>
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	<ul style="list-style-type: none"> <li>- Nicky McGrath</li> <li>- Linda Kuehnbaum (absent)</li> <li>- Bev Jackson (absent)</li> </ul> <p>Area 6 Associates</p> <ul style="list-style-type: none"> <li>- Charlene Sudore</li> </ul> <p>Expansion Area Associates</p> <ul style="list-style-type: none"> <li>- Lynn Temes (absent)</li> </ul>
<p><b>4. New Chapters</b> Parliamentarian – Debbie Parmerter</p>	<p>Welcome to the new Harmony, Inc. chapters and their representatives.</p> <p style="text-align: center;">Spirit of Michigan Chorus – Mary Galliver</p>
<p><b>5. Prospective Chapters</b> Parliamentarian – Debbie Parmerter</p>	<p>No representatives from the following prospective chapters were present:</p> <ul style="list-style-type: none"> <li>Soundsation Harmony - Port Charlotte, FL</li> <li>Tri-State A Cappella - Indiana</li> <li>East Wind Harmony - Dalhousie, NS</li> </ul>
<p><b>6. Election of Associate Member Delegate</b> Parliamentarian – Debbie Parmerter</p>	<p>Welcome to the Associate members present.</p> <p>An Associate Member Delegate will represent Associate Members if a vote is required by Delegates during the year. This delegate will be elected at this meeting and continue throughout the year.</p> <p><u>Nomination/Volunteer</u></p> <ul style="list-style-type: none"> <li>- Linda Hilko nominated Sandra Morris. Sandra Morris accepted this nomination.</li> <li>-</li> </ul> <p>There were no other nominations or volunteers.</p> <p>Sandra Morris was elected to be the Associate Members Representative via acclamation.</p> <p>Sandra Morris will cast any further votes in this meeting and throughout the year on behalf of the Associate Members.</p>
<p><b>7. Delegate Responsibilities</b> Parliamentarian – Debbie Parmerter</p>	<p>If you wish to talk, use the raise hand feature, and wait to be called on. Give your name and Chapter or Area when addressing the Delegates.</p>

	<p>Each Delegate (or Alternate) will have one vote on each matter of business to come forward at this meeting. There will be no proxy vote.</p> <p>The voting privilege of Associate Members will be exercised through the vote of the Delegate elected by the Associate Members at this meeting, Sandra Morris.</p> <p>Remember, only Chapter Presidents or Alternate may vote.</p>
<p><b>8. 2025 Elections Committee</b> Parliamentarian – Debbie Parmarter</p>	<p>Elections for the International Board of Directors and Area Directors run concurrently from June 1-15.</p> <p>The Elections Committee has two tellers (one from Canada and one from the US). The tellers are responsible for receipt of all mailed or emailed ballots and submitting a summary of ballots received to the Chair. Several zoom meetings are held with the Elections Committee and the International Parliamentarian.</p> <p>The Chair of this committee will work closely with the International Parliamentarian to ensure a proper election process. They must be able to commit to the time involved with all the steps that must be taken. They are responsible for updating all emails to the membership, HI Note articles, emails to all nominated candidates, etc. This position has set deadlines that must be met.</p> <p>Accepting volunteers or nominee, both countries must be represented (need 3 – one from Canada, one from US and another from either country). If you wish to volunteer or nominate someone, use the raise hand feature and you will be called on in turn.</p> <p><u>Nominees/Volunteers</u></p> <ul style="list-style-type: none"> <li>- Linda Parviainen volunteered as a US Teller</li> <li>- Melissa Hartman volunteered as a US Teller</li> <li>- Sandra Morris volunteered as a CDN Teller</li> </ul> <p>Linda Parviainen, Melissa Hartman and Sandra Morris were elected as the Elections Committee for 2025 by acclamation.</p>

	<p>The Elections Committee went to a breakout room to select the Elections Chair between Melissa Hartman and Linda Parviainen as they were the two US nominees.</p> <p>The Elections Committee returned having chosen Melissa Hartman as the Elections Committee Chair.</p> <p>A poll was created to vote on the election of Melissa Hartman as the Elections Committee Chair, Linda Parviainen as US Teller and Sandra Morris as Canadian teller.</p> <p>Melissa Hartman was voted in as the Election Committee Chair.</p> <p>All three members were asked to remain after the meeting to have a quick chat with International Parliamentarian, Debbie Parmarter.</p>
<p><b>9. Bylaw Reminder</b> Parliamentarian – Debbie Parmarter</p>	<p>As a reminder to all Chapters, you must review your bylaws at least every five years. Please look to see when the last time was that they were reviewed. If you are unsure or need assistance, contact Debbie Parmarter.</p> <p>If it has been five years and there are no changes please let the International Parliamentarian, Debbie Parmarter know.</p>
<p><b>10. Financial Overview</b> Vice-President Finance – Jan DelVecchio</p>	<p>Reported on by International President, Gaye LaCasce.</p> <p>The new Membership/Financial dashboard was shared with the delegates and associates.</p> <p>A new interactive membership/financial dashboard has been developed and designed for use by the International Board of Directors, Assistants, staff and members to understand the decisions the International Board of Directors is making.</p> <p>Dashboard currently explores the following:</p> <p>General Membership &amp; Dues Data</p> <ul style="list-style-type: none"> <li>- Total Membership</li> <li>- Members by Area</li> <li>- Member Nationality</li> <li>- Gains vs. Losses in Membership</li> </ul> <p>Financial Data</p> <ul style="list-style-type: none"> <li>- Total Membership by Year</li> </ul>

	<ul style="list-style-type: none"> <li>- Dues Income</li> <li>- Assets</li> <li>- Income &amp; Expenses</li> </ul> <p>Member Involvement</p> <ul style="list-style-type: none"> <li>- Chartered Chapters</li> <li>- Registered Quartets</li> <li>- Chapter Anniversaries</li> <li>- Distribution of Chapters</li> </ul> <p>IC&amp;C Data</p> <ul style="list-style-type: none"> <li>- IC&amp;C Participation &amp; Profitability</li> </ul> <p>Additional Membership Data</p> <ul style="list-style-type: none"> <li>- Average Retention at Annual Renewal</li> <li>- Age of Membership</li> <li>- Membership Longevity</li> </ul> <p>As this is a living document other useful data can be added or data no longer of use can be removed.</p> <p>As the document shows trends over time it will also be helpful in establishing targets for Harmony, Inc. with regards to such items as membership growth, and number of All Events Passes to sell.</p> <p>It was noted that 2025 numbers were indicated on the dashboard. These numbers are a projection based on the estimated number of chapters, members and expense contracts already signed for International Convention &amp; Contests 2025.</p> <p>The 2024 International Convention &amp; Contests deficit is due to higher than anticipated costs and lower attendance.</p> <p>The dashboard will be available in the Members Resources section of the Harmony, Inc. website shortly.</p>
<p><b>11. International Board of Directors Reports</b></p>	<p>a. Immediate Past President – Linda Brehaut</p> <p>The nominations process was a success last year and will be again used this year on a trial basis. If you have any suggestions of a member who you believe would be a good fit for the International Board of Directors, please contact Linda Brehaut.</p>

	<p>b. Director of Philanthropy – Anne Bureau The Philanthropy Committee motto is Think Big. During International Convention &amp; Contests 2024 in Louisville, KY, just over \$15,000 was donated to the Steve Hagerdon Bright Future Fund, Tom Gentry Let Harmony Ring Fund and Growing Harmony Fund. Seven more individuals were added to the 1959 Society in 2024. This is a group of people who have included Harmony, Inc. in their estate planning.</p> <p>c. Strategic Advisor – Linda McMaster There will be a membership survey in 2025. Every member is encouraged to complete the annual membership survey to have their voice heard.</p> <p>d. Area 3 Director – Sarah Thorne-Miller Area 3 will be hosting an Education Day, Saturday, February 15 in Horseheads, NY. More details to follow to Area 3 members.</p> <p>e. Area 6 – Tina Gleason Area 6 is hosting an education weekend at the end of January. Guest educators will be Amy Patterson, Jordan Travis and Adele Merritt.</p> <p>f. Jeanne O’Connor – Interim Expansion Area Advisor Harmony Fest West will take place in Tempe, Arizona at the Omni Hotel June 19-22, 2025. This will be a music festival with education classes, quartet and chorus contest (for either festival scores or numbered scores) with feedback sessions. Watch for more details.</p>
<p><b>12. Future International Convention and Contests</b> Convention Manager Allison Thompson</p>	<p>Future planned International Convention &amp; Contests are:</p> <ul style="list-style-type: none"> <li>- 2025 Hershey</li> <li>- 2026 Louisville</li> <li>- 2027 Niagara Falls</li> <li>- 2028 Hershey</li> </ul>



<p><b>13. Board Assistant Vacancies</b> International President Gaye LaCasce</p>	<p>Open positions will be posted in the HI Note.</p> <p>Current vacancies are: Music Coordinator</p> <p>New positions added at 2024 Annual Meeting: Facilitator Program Coordinator Focus Group Program Coordinator Marketing Team Manager</p>
<p><b>14. New Board Assistants</b> International President Gaye LaCasce</p>	<p>Jennifer Palus – Retention Member Experience Working Group</p> <p>Marketing/Communications team now reports to Executive Director.</p> <p>HR Advisor – to be appointed by International President and ratified by International Board of Directors</p> <p>Interim Expansion Area Advisor – Jeanne O’Connor was appointed by the International President and ratified by the International Board of Directors at Annual Meeting 2024.</p>
<p><b>15. Review of 2024 International Board of Directors Annual Meeting Minutes</b> International President Gaye LaCasce</p>	<p>At the Annual Meeting 2024 there was lots of discussion about the growth of Harmony, Inc. and our current membership. Existing chapter growth and growth outside of our current six areas was discussed. Task Force groups have been established and will begin work immediately on retention and growth.</p> <p>A reminder that funding is available to the membership through out philanthropy funds for youth, judging, growth.</p> <p>The current structure of the International Board of Directors was discussed. Do we need to make changes to the structure of the Board of Directors to better focus on our membership? The International Board of Directors focus on the strategic topics of the organization while the assistants, Executive Director, Administrative Coordinator and Finance Assistant work on the operational details.</p> <p>A reminder to read the HI NOTE. Not everything in the HI Note will apply to everyone but as leaders (delegates) you are encouraged to</p>

	<p>read the HI Note and share the information with your members and encourage your members to read the HI Note as well.</p>
<p><b>16. Roundtable Discussions</b> Parliamentarian Debbie Parmerter</p>	<p>Laura Walsh – Harmony Sound Waves</p> <ul style="list-style-type: none"> <li>- Harmony Sound Waves continues to struggle with membership. They currently have 15 members. Hope to work with Jennifer Palus to work on how to attract new members.</li> </ul> <p>Jayne Staples – A Cappella Showcase</p> <ul style="list-style-type: none"> <li>- Does any other chapter have a current standing rule/policy regarding Service dogs? Sounds of the Seacoast has a member with a service dog and will be adding a policy when they review their bylaws. Valley Voices just created a policy. Reminder to follow ADA policies and Charter of Human Rights regarding service animals and support animals.</li> </ul> <p>Laura Oakes – Northern Blend Chorus</p> <ul style="list-style-type: none"> <li>- There was a chapter in Harmony Chat looking for a policy on youth members. Northern Blend has one if they are still looking. Seaside A Cappella and Northern Frontier Chord Authority also have a youth policy.</li> <li>- Northern Blend’s Christmas Sing program is starting next week for four weeks leading into the holidays. Other choruses are encouraged to advertise or use the same idea for their own choruses.</li> </ul> <p>Mary Comerford – Harmony in Motion</p> <ul style="list-style-type: none"> <li>- Harmony in Motion is applying for a grant and have been asked for a Diversity, Equity and Inclusion statement. Harmony, Inc. does have an Equity and Diversity committee. More information including the Committee Charter Statement can be found here <a href="https://www.harmonyinc.org/edc?repgroup=SubCategory">https://www.harmonyinc.org/edc?repgroup=SubCategory</a> There is also a chapter handbook which can be found here <a href="https://www.harmonyinc.org/commonfiles/harmonyinc/db_uploads/Chapter_Handbook_Revision-Apr_8-2022--with_new_inclusion_statement-1.pdf">https://www.harmonyinc.org/commonfiles/harmonyinc/db_uploads/Chapter_Handbook_Revision-Apr_8-2022--with_new_inclusion_statement-1.pdf</a></li> </ul> <p>Karen Atkinson – The OverTones, Inc</p>

	<ul style="list-style-type: none"> <li>- Asked about updates on a couple of Annual Meeting agenda items <ul style="list-style-type: none"> <li>o Definition of a Member This was discussed at Annual meeting and it was felt the current definition is still relevant and satisfactory but it is always a good idea to review items such as this on a regular basis. Linda Brehaut will be reaching out the member who submitted this agenda item.</li> <li>o Harmony, Inc. Merchandise This suggestion was discussed and has been handed over to the Marketing and Communications to investigate further. As a reminder, SING magnets are available for purchase from Corporate Office using <a href="#">HAR-089</a></li> </ul> </li> </ul> <p>Jeanne O'Connor – Interim Expansion Area Advisor</p> <ul style="list-style-type: none"> <li>- It was an exciting time in Louisville and hope to see you in Hershey, PA. We had new members joining during convention.</li> </ul> <p>Julie Schwingbeck - Area 2 Director</p> <ul style="list-style-type: none"> <li>- Will the 2029 ICC location be announced? Watch for more details coming soon.</li> </ul> <p>Mary Galliver – Spirit of Michigan Chorus</p> <ul style="list-style-type: none"> <li>- It was the choruses first time at International Convention &amp; Contests, and they wanted to thank everyone for making them feel welcome.</li> </ul> <p>Linda Parviainen – Surround Sound</p> <ul style="list-style-type: none"> <li>- Thank you for providing live streaming for those that could not attend Internation Convention and Contests.</li> </ul> <p>Executive Director created a Dropbox folder for delegates/associates to access information shared by other chapters/members such as service dog policy, youth member policy. If you have a policy to share, please email the Executive Director. <a href="https://www.dropbox.com/scl/fo/s2kmyioi7v1xbpkkhjxms/AJ8LWoPiFjdo_L_S6GfHQ_U?rlkey=7ascxr4w884zmrbf8jjwsykhn&amp;st=wey5lqob&amp;dl=0">https://www.dropbox.com/scl/fo/s2kmyioi7v1xbpkkhjxms/AJ8LWoPiFjdo_L_S6GfHQ_U?rlkey=7ascxr4w884zmrbf8jjwsykhn&amp;st=wey5lqob&amp;dl=0</a></p>
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<p><b>17. Adjournment</b> Parliamentarian Debbie Parmerter</p>	<p>Reminder that the meeting minutes will be coming out and only the Presidents and Alternates present at this meeting and Associate Delegate are to vote on approval.</p> <p><b>Motion:</b> To adjourn the 2024 Associates/Delegates meeting. Motion by Linda Parviainen-Surround Sound, seconded by Yvonne Rafuse, Area 1 Director <i>Motion carried.</i></p> <p>Meeting adjourned at 3:35 pm</p> <p>Next meeting – Sunday, November 16, 2025, 2pm ET</p>
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**Motion** to approve the minutes of the 2024 Delegates/Associates meeting.

Moved by Sandra Morris

Seconded by Patricia Cassidy

*Motion carried:* December 22, 2024