

DOC Board Meeting January 21, 2019 Membership Report

1. General Status

- 12/27/2018 - Co-ordinated the handoff with John Marsh. Got the binder of Membership Materials and the thumb drive with everything electronically available.
- 12/28/2018 – present: Going through the materials and updating various templates and documents electronically and in the binder as time permits. Updates to date:
 - Guest thank you letter (updates with my information)
 - Weekly rehearsal sign-in (current and Grosse Pointe members)
 - Guest Book / Sign-in (updated cover page; logo; extra blank sheets)
 - Guest Book database (slowing transferring all information from past sheets)
- 1/11/2019 - Provided my contact information to two people (John and James) at the COIN night event. James was provided with a DOC brochure.
- 1/14/2019 – At rehearsal, Roger Boyer provided me with DOC business cards; they contain my information as MVP to hand out to people that I see. He also provided me with business cards to gather their information from them.
- 1/21/2019 – created guest thank you letters for those that have attended rehearsals since January - Grosse Pointe and new guest (Tom Allen). Mailed them out.

2. Old Business / Recent Guests

- 1/7/2019 – 7 guests (1 new guest; 6 from Grosse Pointe)
- 1/14/2019 – 9 guests (1 returning guest; 8 from Grosse Pointe)

3. New Business

- Get members to sign sympathy card for Dave Montera’s father’s passing at rehearsal tonight.
- Confirm that Tony Williams has his application in with Craig Roney for DOC membership (He’s submitted for BHS membership but not for DOC).
- Guest Buddy Coordinator: when a new person attends a weekly meeting, a “buddy” needs to be assigned to them **each time** they visit to support them with finding the music we’re singing that night, making them feel welcome, etc. (regardless if they’re existing members from other chapters or new to barbershop). I can designate a person to fill the role of coordinator and he will designate the respective “buddy” as necessary.
- Are weekly snacks/beverages allowed in the building? (i.e. coffee, tea, cookies)? If so, I’ll put together a team to handle this.
- Budget – is there a standard allocation for membership expenses? (i.e. sympathy cards, postage, printer paper, weekly meeting snacks (cookies, coffee), etc.)
- Get the templates from Roger of the business cards –create for other DOC members. Consider getting them printed vial an online resource (1000 cards for \$10)