

### **73<sup>rd</sup> International Convention in Kansas City**

July 3-10, 2011 we'll be in the *brand new* Sprint Center arena for the Kansas City convention. The new state of the art arena is within walking distance from most convention hotels. Along with that is a new "Power and Light District" which features many new restaurants, shops, etc. There is much to do and see in Kansas City due to a \$5 billion city renovation. The price of registration remains the same this year and youth and family packages are available once again. And remember, you can select your own seats online at [www.barbershop.org/kansascity](http://www.barbershop.org/kansascity) or by calling 800-595-4849. Chapter leaders should especially encourage their brand new members to attend and take advantage of the "Buy one get one" offer each new member receives in his New Member Kit.

### **Virtual World of Barbershop**

There are many ways to stay connected to your barbershop friends. Here is a menu of items to choose from:

[www.barbershop.org](http://www.barbershop.org): The Society's website. This site changes on a daily basis with news, upcoming events, a show calendar, and more resources than you could ever imagine designed to grow your chapter, train your singers, train your leaders, or simply download free sheet music. Interested in SBOD updates? It's all there. Try to visit the website at least once a week; you won't be disappointed!

A new "**Membership Resources**" page has been developed and can be found at [www.barbershop.org/membership-resources.html](http://www.barbershop.org/membership-resources.html). There are great tools for your chapter to learn to grow its membership, raise money, and much more. More content will continue to be added as time goes on.

**The Blog:** [www.barbershophq.com](http://www.barbershophq.com): Two-way communication between all Barbershoppers and Society leadership – that's what this site is all about. Some topics are purely informational, some are intended to open a serious dialog, some late-breaking news, and some just plain fun. Here's the place to learn what's happening before it happens and be part of the ongoing discussion on how to Keep the Whole World Singing!

**LiveWire:** The Society's weekly e-newsletter. LiveWire is distributed every week with the latest news or time-sensitive information. Join more than 7,000 subscribers and be current with what's happening in the Society...and perhaps even contribute an article every now and then! To subscribe, visit <http://tinyurl.com/bhslivewire>. To view past editions of LiveWire, visit [www.barbershop.org/livewire](http://www.barbershop.org/livewire).

**Facebook:** The Society's Facebook page has more than 4,000 fans and continues to grow. This is a great forum for Facebook folks to "hang out"

and chat about barbershop, watch some videos and meet up with folks from all barbershop organizations across the world. It's more for the group members to connect with other Barbershoppers than it is for Society leadership to "push" information to you. We will only chime in when needed. You can search for "Barbershop Harmony Society" on Facebook. *There is also a guide* hung on our website here: <http://www.barbershop.org/news-a-events-main/293-social-media-for-barbershop-quartets-and-choruses.html> that will help your CHORUS and QUARTET use Facebook and other social media to your advantage. Won't that be nice?

**Twitter:** Another way to stay informed on little tidbits of information. Visit [www.twitter.com/barbershopnews](http://www.twitter.com/barbershopnews).

**Groupanizer:** The Society has worked out a deal with the folks at Groupanizer to discount the use of this fantastic online chapter organization tool that helps chapters with everything from repertoire to attendance, to music learning tracks. Chapters will receive a 20% discount off the already low price and start with a two-month free trial. Visit [www.barbershop.org/resources/website-tools.html](http://www.barbershop.org/resources/website-tools.html) for more.

### **Marketing News You Can Use**

**Media Contacts for ALL Chapters:** through the web-based software, Vocus. This program provides media contacts, outlets and a distribution service – and the Society's subscription gives chapters direct contacts for all media in their local community! This is FREE to all Society chapters. Contact Melanie Chapman ([mchapman@barbershop.org](mailto:mchapman@barbershop.org)) and request a media list within a certain mile radius from your town or city. Use this list to distribute press releases about upcoming shows or events.

**Downloadable Video and Radio Public Service Announcements:** to promote membership are available from the Society website - FREE. We encourage every district and chapter website to embed the Youtube code for one of these videos on their website. Don't know how? Call Melanie Chapman, X4137 and she'll help, or visit [www.barbershop.org/resources.html](http://www.barbershop.org/resources.html) and follow the links.

### **American Harmony**

This fabulous movie, sponsored in part by the Society, is a delightful depiction "behind the scenes" of several International Conventions and the competition for quartet gold. You may purchase a DVD of the movie in the Harmony Marketplace, but now here's an opportunity to raise some funds for your chapter and spread the word of Barbershop at the same time: the four wall phase.

A four wall screening is one which can take place in any space with four walls, seating, and the right projection and sound equipment, and which is usually scheduled for one night (or two). The venue could still be an actual movie theater (if the financials work) or a hotel ballroom, library screening room, church hall, or a community center.

The four wall release plan will allow any barbershop chapter the ability to put on a public screening of *American Harmony* not only for their members, but for family, friends, and possible members, and make some money to boot.

Under this plan, the chapter becomes the producer of the event (as a membership drive, fund raising event, etc), and *American Harmony* is just the “hired entertainment”. The advantage to this approach is that the chapter, being a 501(c)3 non-profit entity, may be able to get venues at a discounted price (or even free). Visit Contact [info@tijat.com](mailto:info@tijat.com) for more information.

### **Associates**

The Society welcomes our Associates, and hope that many more women will display an interest in this program. At half the price of Society dues, *Associates* receive:

- Member pricing on all events, music and merchandise
- A new lapel pin & kit unique to Associates
- Limited Ebiz access
- Access to password-protected content at [www.barbershop.org](http://www.barbershop.org)
- Higher inclusion in Society communications and marketing
- Subscription to the Harmonizer magazine
- Networking opportunities with other associates and members
- Vested interest in the Barbershop Harmony Society
- Recognition for recruiting new members into the Barbershop Harmony Society
- Searchable listing in the Society database

The Society *encourages* all female directors to be Associates, and all male directors to be members and the payment of those enrollment fees are a legitimate chapter expense. To enter and perform in a Society competition, defined as any event using Society Judges, a chorus director *must be* either a member (male) or an Associate (female). That is not a requirement for any other event.

### **Aptify/eBiz**

Our powerful membership database and members only “eBiz” was implemented with the intent to empower more people in the field to take care of their barbershop business whether personal info, quartet, or chapter related. While we will never stop trying to get more and more out of this mega-tool, and we hope you notice when we add more features, you’d be amazed at what you are able to do on your own at your own computer. If you have any questions regarding a member, chapter, or the Society **it is recommended that you** go to [www.barbershop.org](http://www.barbershop.org) or to <https://ebiz.barbershop.org/ebusiness> . You might be surprised how much information is readily at your fingertips.

### **Update to Record**

When Joe Barbershopper has an update to his personal record, he can go onto eBiz himself and update it, or his chapter secretary or other chapter officers can edit Joe's record for him with the updated info. In that way, the Harmonizer, District Bulletins or just other singers will be able to find Joe and he won't fade away.

### **Dues Renewals via eBiz**

On-line renewal with a current (working) credit card is the quick-n-easy way to get the renewal accomplished. It speeds the clearance of the payment and the card renewal processing. If you’re worried about contest, the fastest way to renew is on-line. **Repeat after me: The fastest way to renew is ONLINE.**

### **Chapter Secretary Dues Payments**

Chapter Secretaries have the authority to look at all overdue chapter members and pay their dues with a credit card via eBiz. For those members who procrastinate or "never remember" what their renewal dues are the secretary has a quick way to view, select and pay for any member in this category.

### **Chapter Dues Changes**

When your chapter board votes to change your chapter dues, the local chapter secretary can go onto the chapter eBiz page and input the new dues records at least *60 days in advance* of their effective date. It is quicker than calling or sending an email to HQ.

### **Chapter Officer Reporting for 2011**

eBiz is the easy-to-use repository for creating a Chapter Role record for all chapter elected and appointed positions. HQ, your district and other Society members use these records to contact the various positions within your chapters to share information or seek chapter solutions to common circumstances. If you didn’t get your officers entered after your

elections last fall, please take the time to report your 2011 Chapter Officers.

### **“Find Member” Proximity Search**

Want to find BHS members who might have moved to your area but have yet to visit? Do a search from Find Members > Proximity Search (fill in zip code and miles radius). Invite them to a meeting or a show! Want to try and find some of the chapter’s former members that are lost? Do a search from Find Members > Proximity Search and UNCHECK the "current members" button. This list will contain both deceased and former members at their last known addresses. *Mail a card to the former members and invite them back for an alumni night at your chapter.*

### **Financial Taxes**

All US chapters, districts and subsidiaries must report to the IRS by May 15<sup>th</sup> each year. The IRS is now requiring **ALL** non-profits, regardless of size, to file an annual return. Failure to do so in a timely manner may result in either financial penalties for each day a return is late or **loss of non-profit status** or both. Loss of non-profit status would cause all receipts to become taxable.

The thresholds for determining which Form 990 return to file have changed for the 2010 tax year. For 2009 and prior, a non-profit had to have gross receipts of less than \$25,000 in order to use the Form 990-N (e-Postcard). For 2010, chapters with gross receipts up to \$50,000 can use the Form 990-N. The Form 990-N is by far the shortest and the easiest of the 990s to file, so this is great news for our chapters and subsidiaries. Please note however that the Form 990-N does not exist as a paper form. It is only available to be filed online. The required information and link to file can be found by visiting the IRS website at <http://www.irs.gov/charities/article/0,,id=169250,00.html>.

If a chapter, district or subsidiary had gross receipts in excess of \$50,000 for 2010, it will have to file either a Form 990-EZ or Form 990 along with Schedule A and possibly other schedules. *Please note that the threshold for using the Form 990-EZ has been greatly lowered for 2010.* Previously, non-profits with gross receipts up to \$500,000 could use the Form 990-EZ. For 2010, gross receipts must be less than \$200,000 to use the Form 990-EZ. If gross receipts are \$200,000 or greater, a full Form 990 is required. Due to the detail of this form, assistance from a paid tax preparer may be needed.

### **Financial Reviews**

ALL chapters, both US and Canadian, must complete a financial review for 2010 by May 15<sup>th</sup>. This is not difficult, is not an audit and merely

requires a financially savvy person, other than the treasurer, to inspect your books.

Please send copies to headquarters when you have completed each of these steps. Please also update your chapter's Ebiz page under the "Financial Filings" heading to indicate that these requirements have been met. Lists of non-compliant chapters are pulled from the Ebiz data, so updating it will prevent your being contacted unnecessarily.

### **Insurance Certificates**

Please note that our general liability insurance certificates as well as the request form to get a third party listed as an additional insured are available on the Society's website under Documents: Business & Finance: Medical and Insurance Documents. The completed request form can be faxed to the insurance agency or the requested information can simply be e-mailed to them. Their contact details are on the form. They will provide you the certificate you need.

### **ASCAP**

A chapter that performs in any show which is not exempt under U.S. Copyright law (see section 7.1 of 2011 Chapter Secretary Manual) must pay at least the minimum fee of \$222 for the year.

A blanket agreement between ASCAP and the Society is in force. All Society chapters are covered by this agreement. Please read the following carefully.

- 1) If at the end of a calendar year a chapter has a gross show revenue for the year of less than \$48,667 they will pay the annual minimum ASCAP fee (\$222).
- 2) If the chapter's total annual gross show revenue is greater than \$48,666, see the 2011 Chapter Secretary Manual for details.
- 3) Chapters that do NOT perform in ANY show during a given year are not required to submit any payments. These chapters need to inform their District Secretary of this, who are asked to record this information, should the Society be asked to report this information to ASCAP. Additional questions or clarification as to whether or not a chapter's performances do not require payment should be directed to Erin Elkins at [library@barbershop.org](mailto:library@barbershop.org).
- 4) We suggest that chapters send their yearly ASCAP payment to their District Secretary along with their first Show Clearance BMI/SESAC form (<http://barbershop.org/document-center/category/71-show-clearance-and-legal-ascap-etc.html>) and separate required payment, so that they may forward these payments to the Society upon receipt.

- 5) Chapters paying ASCAP fees should send a check payable to “Barbershop Harmony Society” along with the ASCAP Reporting Form, which can be found within the *Chapter Secretary Manual* or *Chapter Secretary Manual Exhibits – 2011* (<http://barbershop.org/document-center/category/69-chapter-secretary-documents.html> or by itself at <http://barbershop.org/document-center/category/71-show-clearance-and-legal-ascap-etc.html>). BHS will collect all fees and make all payments to ASCAP. Chapters MUST NOT send any payments to ASCAP directly.

### **All Chapter Visitation**

It was agreed upon at the Society Midwinter Board meeting in Las Vegas that every chapter in the Society would be visited during 2011. BHS staff, District leaders and even the Society Board members themselves are all pitching in to achieve this goal. The visits are to be cordial and positive, extending a helping hand where needed and wanted and reinforcing the tremendous fellowship that our Society thrives upon. The CSLT committee, in coordination with all 17 District Presidents, is producing a short list of questions to be used as a standardized guide for all visitors. The BHS Education Department will be making a short video which will be available on line that will also assist in helping the visitors standardize and properly focus their visits in a positive and productive manner. Stay tuned for more updates as these tools begin to take shape.

### **Chapter Achievement Program**

All chapter presidents and secretaries were sent an email inviting them to participate in the Chapter Achievement Program (CAP) survey for calendar year 2010. This survey encourages chapters to report significant information to Headquarters. They will achieve competitive points in various categories. This allows for some friendly competition among chapters (who don't necessarily compete musically) while gathering information at the same time. So far, 123 chapters have participated. District support and encouragement would be appreciated. Take the CAP survey anytime at the following web site [www.bhscap.org](http://www.bhscap.org) You must be a chapter officer registered in eBiz to take the survey. A web site will be available soon that allows chapters to see where they stand with respect to all other chapters of their size, both district and Society wide. However, no chapter will be able to see any other chapter's specific results.

### **CACM**

BHS is once again encouraging member attendance at Compellingly Attractive Chapter Meeting workshops by offering a \$20 rebate to any

*member* that attends a workshop in 2010. This program has been highly successful so far and has received rave reviews. It must be emphasized that the rebates are meant to lower the cost to the MEMBERS, NOT the Districts. For information about the rebates contact Paul Wietlisbach, BHS Director of Education at [education@barbershop.org](mailto:education@barbershop.org). For information on how you can get your chapter, or chapters in your area, to schedule a CACM, contact Chuck Greene at [Chuck@21stn7th.com](mailto:Chuck@21stn7th.com)

**Harmony University**

Joe Barbershoppers, Directors, Quartets, and CHAPTERS are all invited and encouraged to attend. As a matter of fact, it is not too late to sign up *your chapter*. Enrollment has begun! Contact the education department to enroll.

***Harmony University Highlights Include:***

- Date: July 31- August 7
- Special Guest Quartet: Storm Front!
- Keynote Address by Gene Cokeroft
- On the beautiful campus of **Missouri Western State University**
- **ICE CREAM!!!**

***Registration is now open...***

Tuition prices in effect	January 1, 2011 to March 15, 2011	March 16, 2011 to June 15, 2011	After June 15, 2011
Members, Associates, Affiliates	<input type="checkbox"/> \$565	<input type="checkbox"/> \$615	<input type="checkbox"/> \$715
Non-Members	<input type="checkbox"/> \$690	<input type="checkbox"/> \$740	<input type="checkbox"/> \$840
Commuters, includes meals	<input type="checkbox"/> \$440	<input type="checkbox"/> \$490	<input type="checkbox"/> \$590
Non-Member Commuters, includes meals	<input type="checkbox"/> \$565	<input type="checkbox"/> \$615	<input type="checkbox"/> \$715
Next Generation	<input type="checkbox"/> \$425	<input type="checkbox"/> \$425	<input type="checkbox"/> \$525
Payment must accompany registration! ↪ \$100 penalty for cancellation after June 1, 2011 ↩ NO refund for cancellation after July 1, 2011			

We are pleased to announce the availability of approximately 85 scholarships. These will be distributed to Music Educators, Directors, Assistant Directors, and the “Bring Your Baritone Free” Scholarship for Quartet College, all made possible by the generous support of our members to Harmony Foundation International.

## **Harmony University Scholarship Information**

**Directors College** – Front line directors, assistant / associate directors, section leaders, and up and coming directors who have not received a BHS / HF sponsored scholarship within the last 5 years are eligible to apply. Application deadline is April 1, 2011.

**Earl Moon** - For those who have never experienced Harmony University! Application deadline is May 1, 2011.

**Larry Ajer** – In a top 10 district quartet? Check and see if your quartet is eligible for this scholarship! Application deadline is May 1, 2011.

**Bring Your Baritone Free** – First come-first serve. The first quartets to apply can bring their baritone to Quartet College FREE! Chance of a lifetime with an incredible team of Coaches!

The Harmony University website: [www.barbershop.org/HarmonyU\\_\\_](http://www.barbershop.org/HarmonyU__)  
New online registration coming soon!

## **Youth in Harmony**

In 2010, 44 Youth Harmony Workshops were reported where approximately 6500 students across the United States and Canada had the opportunity to experience barbershop harmony – most for the first time in their lives. While we saw an increase in the number of reported workshops, the numbers of attendees were down slightly from last year. What's important to remember is that the number of attendees in 2009 was still double that of 2008. Over 275 music educators were present at these same events in 2010. This is an increase over 2009.

In 2010, 15 Harmony Explosion Camps were reported (one less than 2009), where just over 1300 students experienced barbershop in a multi-day camp setting working with some of the best clinicians and teaching quartets the Society has to offer. Close to 70 music educators were present at these same events in 2010.

In 2010, a near-record 64 quartets competed in the collegiate quartet contest preliminary rounds, with 29 of those competing at the International Contest. The International Collegiate Quartet Contest was moved to the Tuesday of the Convention, and only one quartet of the 29 felt that this change negatively impacted their experience. *2 rules were changed* at the recent Society Board of Directors meeting. The international qualifying score for collegiate quartets not "winning" their districts increased from 70% to 71%. Also - effective after the 2011 International Collegiate Quartet Contest in July, collegiate quartets may only contain one past International Collegiate Champion (or BHS champion) singer. The current rule allows for 2 past champions.

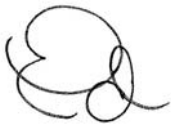
At Midwinter 2011, we hosted our 4th annual International Youth Barbershop Chorus Festival where 19 youth choruses from New Zealand

to New Jersey sang in both a competitive, but also educational environment. 574 competitors crossed the stage and had the time of their lives. 10 of these choruses were brand new to the Festival. One of the choruses has participated all four years. The largest chorus had 84 singers, the smallest had 15. In 2008, we had 6 choruses with 187 singers. In 2009, we had 9 choruses with 267 singers. In 2010, we had 11 choruses with 327 singers.

Along with all of these Society and District-level programs, there is the immeasurable support happening at the chapter level, all across the Society. The best “guesstimate” we can give – based on reports from the YIH DVPs - is that our Society chapters expose close to 20,000 students – both male and female – to barbershop harmony, each year. For more information go to: [www.barbershop.org/youth-zone](http://www.barbershop.org/youth-zone)

For questions or comments, [ewatson@barbershop.org](mailto:ewatson@barbershop.org)

Thanks,

A handwritten signature in black ink, appearing to be 'E. D. Watson', written in a cursive style.

E. D. Watson  
Executive Director/CEO