

# CHAPTER LEADER NEWS

Building Relationships Between Chapter and District Leaders

May 15, 2025

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## EVERGREEN EDITORIAL POLICY

Show Policy: Chapter show posters and information must have District clearance to appear in Evergreen publications and social media.

Publications editors reserve the right to edit content for length.

Submissions must meet or beat the deadline of the 10th of the month.

Maximum word count for Chapter Leader News 175 – 225 words.

The Evergreen Communications team may hold over generic content to the next publishing date.

## MEMBER CENTER REMINDER

Chapter Leader News is emailed to 282 chapter leaders listed in the [BHS Member Center](#).

Please forward to others in your chapter.

Make sure your chapter information is up to date in [BHS Member Center](#).

## PRESIDENT TO PRESIDENT - BILL HICKMAN



Have you checked your goals recently?

When you kicked off the new year with your chapter board, you very likely set some goals for the year. How are you doing with them? Have you already met them? Great! But if you have not, it might be time for a mid-course correction.

Take a few minutes and evaluate each one with the wisdom of your activities over the past few months. Does the goal still make sense? If so, what have you done towards achieving it? If nothing, what small step can you take to move towards it? If you have assigned responsibility for achieving it to someone else, do the same thing. Have a conversation and ask what they have done. Repeat this for each goal that you set and then share the results with your board.

The key to getting your goals accomplished is not instantaneous action. It is thinking it through so you can take steps, however small, to move closer to the goal.

I am at your service. -Bill

## PRESIDENTS' ZOOM MEETING

Bill Hickman is inviting you to the next Presidents' Call Zoom meeting. The meetings are scheduled for the fourth Sunday of each month at 7:00 PM Pacific Time.

**Join Zoom Meeting:**

<https://us02web.zoom.us/j/88132547633?pwd=UGQ3eE5CYzIDZFFxUFV5RXVCQkhudz09>

Meeting ID: **881 3254 7633**

Passcode: **229613**

## CALL TO SERVE - BOB COX



In the past, I've posted about the importance of succession planning. Now I'm writing as **District Nominating Committee Chairperson** asking for your help.

**Evergreen District** has a great history of elected and volunteer leaders who have gone on to serve the Society. Many started as a committee person in their chapter and then chose to serve as a key officer.

Our future lies in the hands of new leaders with new ideas and a personal commitment to preserve our hobby.

As we realign our geographic divisions, the Board is seeking three leadership positions as **Division VPs**. In addition, we're expanding the Board with a person to manage, coordinate, and promote the **District's Youth Outreach**. Our current **Board Member-at-Large** is moving into **District Executive VP**, so we need to fill that position too.

The District Board establishes policies and procedures to manage the affairs and events of the District. We also have positions for non-elected volunteers to help support our events, leadership, director training, and other important internal positions.

- If you're a dues-paying member, passionate about barbershop, its growth and preservation . . .
- If you're a good listener, communicator, a team player, and can leverage your professional and volunteer experience . . .
- If you want fulfillment serving your fellow/sister singers . . .

. . . we want to talk to you. If this is you, or someone you know who might fit these characteristics, please [email me](#) a brief note to include: name, chapter, email, and cell number, and a committee person will arrange a time to talk.

## THE TAXMAN COMETH - LARRY BREITBARTH



Ben Franklin famously said that nothing is certain except death and taxes. As your District Treasurer, I cannot help you avoid your inevitable demise. However, I can help you with your chapter's tax compliance.

Each chapter in the district is required to submit an annual tax filing to the IRS. For chapters with gross receipts less than \$50,000, there is a simple filing requirement – the 990N or “postcard,” where the chapter is confirming that it does not need to file a Form 990.

Types of the Form 990			
990N	990EZ	990 Full	990 Full
Gross Receipts < \$50,000	Gross Receipts < \$200,000 Total Assets < \$500,000	\$200,000 ≥ Gross Receipts \$500,000 ≥ Total Assets	Private foundations file this form regardless of financial standing

For chapters with more than \$50,000 in gross receipts, a Form 990 must be filed. **Returns are due today, May 15, 2025** and can be extended to November 15. Note that for chapters with multiple choruses, the activity of each chorus – revenues and expenses - needs to be consolidated at the chapter level.

Occasionally, chapters fall out of compliance and fail to file an IRS Form 990. This may happen when there is a change in treasurer. If a chapter does not file with the IRS for three consecutive years, it may receive the “death penalty,” where the IRS revokes their 501c(3) nonprofit status. A chapter’s nonprofit status can be reinstated, but it is an arduous process.

As your District Treasurer, [I am available](#) to answer your questions about these various tax filing requirements. Chapter Treasurers and Presidents should meet at least once a year to confirm that the chapter is in compliance. If your chapter is out of compliance, I can help you get back on track.

## MEMBERSHIP ROUNDTABLE - BOB THOMAS



Ladies and gentlemen,

Thanks to the leaders who’ve attended the Membership Roundtables. To view the Zoom recording of the third meeting, [click here](#).

I hope you’ve looked at the links from the last Chapter Leader News. We’re one third through the year, and I would love to hear some success stories regarding recruitment we can share with Evergreen. We’re all trying to grow our chapters.

Earlier this year, many chapter presidents participated in the President’s Survey. They said they were willing to share their chapter board meeting minutes. This helps to give me a snapshot of what’s going on in your chapter. So would you please ask your chapter secretary to cc me at [bthomas@northwestsound.org](mailto:bthomas@northwestsound.org) a copy of your board meeting minutes each month. I would certainly appreciate it.

As always, feel free to reach out to me if you have questions, concerns or would like to talk about the challenges your chapter faces. The District Board is here to assist you in any way we can.

Resources:

[Membership Roundtable I](#)

[Membership Roundtable II](#)

[Membership and Marketing](#)

[Supercharging Your Chapter with Paul Ellinger](#)

[Leadership Training Page](#)

[Ready, Set, Sing! Program](#)

[New Member Orientations](#)

## SHOW CLEARANCE REMINDER



Now that we're in the spring and summer show season, it's important to remember that free advertising is available in Evergreen District publications and on EVG social media. District approval policy protects show dates and ensures that all licensing fees are up to date.

**Step 1:** District Show approval begins with the [show notification form](#) on the [website](#). This form goes directly to Chris Powell, Evergreen District Secretary.

**Step 2:** Complete the hard copy required and licensing fees.

**Step 3:** When approved, the communications team contacts you for poster and show information for The Greensheet and Facebook/Instagram.

**Step 4:** The communication team will work to ensure that you are visible to other Evergreen chapters and other interested followers.

**Show approval is only four simple steps away.**

## HCNW REGISTRATION UPDATE

Registration cutoff date for residents: June 6th (new University of Puget Sound policy).

Commuters can register upon arrival.

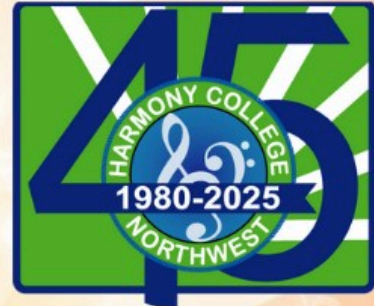


# REGISTER NOW!

## Harmony College NW

June 13-15, 2025

University of Puget Sound | Tacoma, WA



<https://harmonycollege.net/registration/>

## NOMINATE A BARBERSHOPPER OF THE YEAR

**2024 Barbershopper of the Year- DEADLINE May 18th, 2025**

Do you know someone in the district who made a significant contribution to the Evergreen District in 2024? If so, why not [nominate that person](#) to be the 2024 Evergreen District Barbershopper of the Year?

For questions about the nomination process or the form, [contact Duncan Gilman](#), Chair of the Barbershopper of the Year Committee.

## SIX-STEP MEMBERSHIP PLAN



**Without a plan, chapters decline.** Make the plan, follow the plan, modify the plan...and keep moving forward. Here are some thoughts:

**Step 1: Define your chapter.**

Everyone should be able to describe their chapter in less than 30 seconds. If not, begin developing a chapter vocabulary.

**Step 2: Define your goals.**

Everyone must understand the chapter goals and the plans to achieve them.

**Step 3: Membership Buy-in.**

Explain “Why” new members are important.

**Step 4: Plan an Attractively Compelling Chapter Meeting.**

Your guests should experience a normal chapter rehearsal... Make your meetings compellingly attractive. Have guest materials ready and easy to use.

**Step 5: Practice welcoming guests.**

Practice greeting guests before they arrive, so when they show up, you don't overwhelm them. Be prepared to capture names, addresses, email addresses, phone numbers, and other information.



## Step 6: Follow-up.

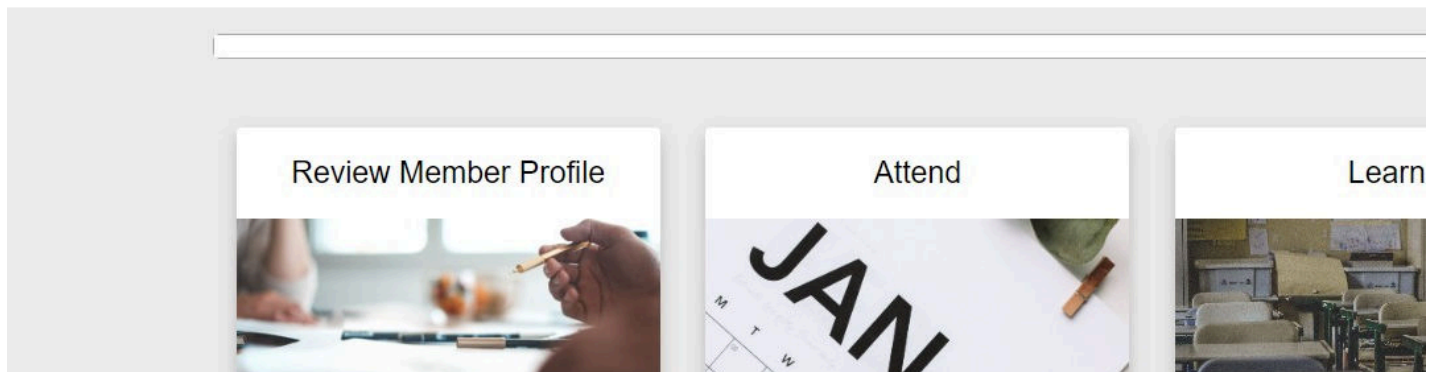
Follow up with a letter, visit, call, or email. Let the guest know how much you appreciate their visit. Offer your guest a ride to the next rehearsal. The more personal you are, the more welcome they'll feel. Send a personal letter thanking them for coming. (Mail the same evening as their visit.)

Not all guests will join you, BUT you can make them friends of the chapter. Win their hearts and win members and chapter fans.

## A WORD ABOUT CHAPTER LEADER NEWS



## Member Cen



**The monthly Chapter Leader News (CLN)** is sent to all chapter board members and directors. It's a direct link with the Evergreen Board featuring events, ideas, suggestions, and tips to improve chapter life. CLN is a well-read publication.

Recently, we noticed many chapters ***do not have*** their Director listed in the **BHS Member Center**.

**Twice a month, the communications team downloads a mailing list from the Member Center.** If your director's name isn't listed, they can't receive the issue.

Your director is an important leader within your chapter, so please make sure the **Member Center** is up to date.

If your chapter is looking for a director, we can help with your search. The Communications Team can provide free ads in district publications and on

Facebook and Instagram.

Send Director Search Information to: [communications@evgdistrict.com](mailto:communications@evgdistrict.com)

## STAY CONNECTED

[www.EVGDistrict.com](http://www.EVGDistrict.com)

[history.evgdistrict.com](http://history.evgdistrict.com)

[harmonycollege.net](http://harmonycollege.net)

[facebook.com/EVGDistrict](https://facebook.com/EVGDistrict)

[EVG YOUTUBE](#)

[BARBERSHOP HARMONY SOCIETY](#)

**WANT TO KNOW WHAT'S HAPPENING -- AND  
ANY LAST MINUTE CHANGES??**

**STAY UP TO DATE!**

**Go to your APP Store  
and add "EVG DISTRICT"**

**STAY IN TOUCH!!**



**EVG DISTRICT APP**  
*"like having EVG in your pocket"*  
Go to your APP Store  
and add "EVG DISTRICT"