

AMEA Governing Board Meeting. Minutes for the June 19, 2012

The AMEA Governing Board met at the Renaissance Hotel in Montgomery, AL on June 19, 2012. The meeting was called to order at 10:07 am by AMEA President Sara Womack. Present at the meeting: Sara Womack (President), Carl Hancock (President-Elect), Gary Taylor (Executive Director and Editor of the Ala Breve), Steve McLendon (Immediate Past President), Chris Walker (Treasurer), John Cooper (ABA President), Rusty Corson (ABA President-Elect), Lisa Caravan (AOA President-Elect), Jody Powell (AVA President), Carl Davis (AVA President-Elect), Stephanie Pesto (Collegiate President), Moya Nordlund (Collegiate Advisor), Beth Davis (Elementary/General Division President), Karla Hodges (Elementary/General Division President-Elect), and Lori Ardovino (HED President).

The minutes of the January 21, 2012 meeting of the AMEA Governing Board were read by Carl Hancock. The minutes were approved as read (Powell/Davis).

The 2011-2012 financial report was distributed and discussed. All income and expenses were within budget. President Womack motioned to accept the report (Davis second). Passed.

President Womack shared information about the upcoming AMEA conference. A grant was applied for with the Alabama Council on the Arts to assist in offsetting the costs of bringing in the Alabama Symphony and for the Keynote Speaker. Contact with the Alabama Symphony staff has been positive and they are looking forward to the partnership with the AMEA. It was noted that this may be the first time the Alabama Symphony has performed at the AMEA Conference. Specifically discussed several outreach ideas in conjunction with the AMEA Conference including the addition of master classes for winners of the Young Composers Contest and provision of seats to students from Montgomery public schools to attend the Alabama Symphony concert. She noted that Gary Taylor, Carl Hancock, and her will participate in the NAFME Leadership Assembly in Baltimore, MD as representatives of the Governing Board.

Executive Director Gary Taylor presented a report on AMEA conference planning and distributed a guide to conference planning for all in attendance. The reports may be viewed online at the association website. The Ala Breve Editor Report was presented by Gary Taylor. He discussed the importance of meeting the July 15, 2012 deadline for submission of officer and division columns and encouraged the Governing Board to solicit articles from their constituents. He noted that leadership contact information and all division dates were needed for the upcoming issue.

Additional officer, representative, and division reports were presented and may be viewed online at the association website.

Executive Director Taylor led a presentation on AMEA leadership training and encouraged officer-elects to attend future AMEA Governing Board meetings to begin acclimating themselves to the operations of the Association.

Scroll down for Officer and Division Reports.

Unfinished Business

Conference Planning: Jody Powell announced that two sets of acoustical shells would be available for conference concerts.

AMEA Immediate Past President Steve McLendon presented Sara Womack the AMEA President's Gavel. President Womack and the Governing Board thanked Steve McLendon for his service as AMEA President. The Governing Board pledged to support President Womack as she begins her two-year term.

New Business

A revision to the Awards Nomination Form was raised by Director Taylor. The recommendation letters need to be sent directly to the AMEA Office to protect and encourage forthright comments from letter writers. A discussion determined that no motion was needed to make the change.

President Womack asked whether there was a running list of past award recipients. Director Taylor will compile a list with assistance from the University of Alabama library.

The 2013 conference planning grid, session proposals, and a list of potential performing groups was distributed to each Division President for review. A discussion occurred about interest in offering a social media and law session for music educators. The Board expressed interest, and Director Taylor will meet with a potential presenter.

A discussion on performing groups occurred. The Alabama Symphony will perform on Friday at 8:00 pm. A second discussion followed about the performance day and time of the HED Intercollegiate Band. It was suggested to move the performance to the general session on Thursday. The Board will contact Sue Samuels (UAB) to coordinate the performance date.

The budget committee met and proposed the 2012-13 budget to the Governing Board. The board reviewed the proposal, and Steve McLendon noted changes and similarities to previous years. Motion to approve the recommended budget passed unanimously (McLendon/Walker).

A formal review of the performance of the Executive Director and Editor of the Ala Breve was discussed. Positive feedback was shared by board members and communicated to Garry Taylor.

The next meeting of the AMEA Governing Board will be held on August 18, 2012 at the Renaissance Hotel in Montgomery, AL

Steve McLendon (Hancock) motioned to adjourn the meeting at 1:55 pm.
Respectfully submitted, Carl Hancock for Carla Gallahan



AMEA President's Report

June 19, 2012

AMEA has finalized a contract with the Alabama Symphony Orchestra and Gabriel Kahane to perform and give the keynote address at the In-Service Conference on January 11, 2013 for a fee of \$15,000. We have expanded the contract to include a master class with AMEA's Young Composer's Project winners. Students from to Montgomery Public Schools will also be invited to the concert free of charge. Grants have been applied for, but announcements will not be made for a few weeks.

The National Leadership Assembly will be held on June 21-26 and the Music Education Week will be held on June 22-25. Carl Hancock, Garry Taylor, and Sara Womack will be representing AMEA at the National Leadership Assembly.

AMEA Governing Board Meeting - June 19, 2012

Executive Director's Report

Ala Breve Advertising

Letters with new rate sheets and space reservation forms have been mailed to prospective advertisers. Please take your attached copy and enlist vendors in your area. You may also refer them to www.alabamamea.org for advertising info. *Ala Breve* advertising income for fiscal year 2011-2012 was **\$21,655.00**, compared **\$17,275.00** in 2010-2011. I believe the "Buy 3 ads get 1 free" campaign was responsible for the increase in advertising revenue this year. We offer vendors free advertising in the May digital-only issue if they buy ads in the 3 print issues.

Exhibits

Exhibit income from the 2012 conference was **\$27,400.00** compared to **\$31,180.00** in 2011. We sold 81 booths. Information for Conference 2013 exhibitors will be mailed in July. Early this month I emailed exhibitors offering preferred booth locations to early bird space reservations and have sold 10 booths for 2013 as of June 18. Attached to this report is a list of prospective exhibitors. If you have names or companies to add to the list, please let me know.

Membership

Membership in Alabama as of May 31 is 1846 total members compared to 2202 at the end of May 2011. The NAFME comparative membership report is attached to this report. If you know of teachers retiring this year in your division, please pass their names on to me. A letter will be sent encouraging them to remain a member of NAFME/AMEA.

Music Education Week

Next week I will attend the NAFME Music Education Week in Baltimore and Washington. The State Executives will visit NAFME headquarters in Reston on Friday and get an update on the technology upgrade including a demonstration of the new database, mass email, executive recital, etc. On Saturday we have meetings planned to discuss other topics of interest including NAFME's agreements with ASCAP/BMI, online elections, digital vs. print journals, all-state rental contracts and special agreements, etc. The NAFME Leadership Assembly will be held on Sunday and Monday.

GMEA

I attended the Georgia Music Educators Association Conference in Savannah in January. Some points of interests:

- Huge convention center with seemingly an unlimited number of rooms for sessions and performances.
- Conference registration was located at tables set up in the front of the exhibit hall.
- A "Grand Opening" for the Exhibits with a chamber group performing.
- Several venues for performances – Bands and orchestras performed in ballrooms. Choral performances were in a church during the evenings – 30 minutes each (2 hours – 4 groups each evening).
- Lots of informal lobby performances.
- Many choices of sessions, several simultaneously, not necessarily well attended.
- Several technology sessions.
- Same basic schedule as AMEA – Thursday, Friday, Saturday until noon.

Web Page

The web page continues to be updated on a frequent basis. Please help keep the site relevant for your division by sending regular updates. New division presidents send me a photo and contact info for the website directory.

2013 AMEA Conference

Session proposals and performance applications are available for you today. I've made copies so you do not need to return them to me. Feel free to make copies as needed. Please confer with other division presidents as you make your selections – especially when sessions are directed to more than one division.

The following is needed from ALL DIVISION CHAIRS no later than July 12, 2012:

- Names of all performance groups and clinic/interest session clinicians that have been selected by each division. An official letter will be sent by AMEA - invitation or letter of rejection - in July.
- Contact information for all clinicians who did not submit a session proposal or performance application.
- Preferences on scheduling, meeting times, mixers, receptions, luncheons, individual division concerns, etc.

Please submit the above info to me at amea@bellsouth.net

The following is needed from ALL DIVISION CHAIRS by the November 1:

- List of presidors for each session with all contact info- name, address, e-mail and phone number.

I will contact clinicians and performing groups for the conference to request information for the *Ala Breve* and conference program - bios, photos, etc. I will also gather information from clinicians/conductors concerning session titles and descriptions, room-set-ups, technical needs, etc. so it is VERY important that I have all of their contact info. This does not replace personal contact from you as division president, but does free you from the details and helps me gather information in an efficient manner.

AMEA Governing Board Meeting

June 19, 2012

Ala Breve Editor's Report

Four Issues: Fall (Aug-Sept 2012), Winter (Oct-Nov 2012), Spring (Feb-Mar) 2013, and Summer (May-June 2013)

Fall Issue: Deadline – July 15, 2012

- Division articles
- Calendar of District and State events
- Directory information
- Minutes of the June AMEA Board meeting
- MENC membership form
- FAME registration form
- Campus Connections
- News/Features

Winter Issue: Deadline – September 15, 2012

- Division articles
- Calendar of District and State events
- Directory information
- Conference schedule
- Conference pre-registration form
- Conference clinicians and performers
- AOA All-State info
- FAME registration form
- MENC membership form
- AMEA Legislation
- Minutes of the August AMEA Board meeting
- Campus Connections
- News/Features

Spring Issue: Deadline – January 15, 2013

- Division articles
- Calendar of District and State events
- Directory information
- ABA All-State info
- AVA All-State info
- AMEA Election Nominees
- Call for session proposals
- Performance applications
- Minutes of January AMEA Board meeting
- Campus Connections
- News/Features
- Conference Highlights/Awards

Summer Issue (Digital Only): Deadline – April 15, 2013

- Division articles
- Calendar of District and State events
- Directory information
- Campus Connections
- News/Features
- All-State Highlights
- Call for session proposals
- Performance applications
- Awards Applications

3:43 PM
 06/16/12
 Cash Basis

Alabama Music Educators Association
Profit & Loss
 July 2011 through June 2012

Jul '11 - Jun 12

Ordinary Income/Expense

Income

5 · Earned revenues

5180 · Prog. Svc. Fees

5181 · Conference Registration	49,448.38
5182 · Conference Exhibitors	24,250.22
5183 · AMEA Conference Recording Rebate	976.10
5184 · FAME Registration	340.00
5180 · Prog. Svc. Fees - Other	2,000.00

Total 5180 · Prog. Svc. Fees 77,014.70

5210 · Membership dues - individuals 22,904.00

5450 · Advertising rev. - Alabreve 21,316.00

5490 · Miscellaneous revenue 140.35

Total 5 · Earned revenues 121,375.05

5002 · Grant Income 1,000.00

5461 · Reimbursements 243.73

Total Income 122,618.78

Expense

7000 · Grant & contract expense

7020 · Division Funding

7021 · CMENC	3,466.83
7022 · Elem/Gen	2,000.00
7023 · HED	450.00

Total 7020 · Division Funding 5,916.83

7000 · Grant & contract expense - Other 1,000.00

Total 7000 · Grant & contract expense 6,916.83

7500 · Other personnel expenses

7520 · Accounting/Legal fees

7540 · Professional fees - other

7541 · Honorarium - Exec. Dir.	18,195.60
7541.5 · Payroll taxes	1,456.01
7542 · Honorarium - Alabreve Editor	6,000.00
7543 · Honorarium- Stage Manager	375.00
7544 · Honorarium- Registrar	500.00
7545 · Dues to MENC	550.00
7546 · Speaker Fees	50.00

Total 7540 · Professional fees - other 27,126.61

Total 7500 · Other personnel expenses 27,231.61

8100 · Non-personnel expenses

8110 · Office Supplies/Equipment

8130 · Telephone & Internet

8140 · Postage, shipping, delivery

8141 · Postage - Ala Breve	3,846.20
8140 · Postage, shipping, delivery - Other	577.62

Total 8140 · Postage, shipping, delivery 4,423.82

8170 · Printing & copying

8171 · Printing - Ala Breve	16,205.82
8172 · Printing - Conference Program	2,487.38
8173 · Conference Program	1,500.00
8174 · Conference Pocket Schedules	120.00
8170 · Printing & copying - Other	335.70

Total 8170 · Printing & copying 20,648.90

Total 8100 · Non-personnel expenses 27,068.23

3:43 PM
06/16/12
Cash Basis

Alabama Music Educators Association
Profit & Loss
July 2011 through June 2012

	<u>Jul '11 - Jun 12</u>
8300 · Travel & meetings expenses	
8310 · Travel	
8311 · Non-Conference Board Meetings	2,372.86
8312 · Outside Meeting Travel	3,623.51
Total 8310 · Travel	5,996.37
8320 · AMEA Conference	
8321 · Conference Facilities	18,000.00
8323 · Conference Board Travel	10,017.78
8324 · Conference Registration Refund	160.00
8325 · Awards, Plaques, Trophies	270.00
8326 · Registration exp, badges, etc.	1,106.17
8328 · EXhibit Decorator	3,903.26
8329 · Conference Food and Bev	4,203.47
8330 · Conference A/V	6,568.17
Total 8320 · AMEA Conference	44,228.85
Total 8300 · Travel & meetings expenses	50,225.22
8500 · Misc expenses	
8501 · Gifts	221.80
8520 · Insurance - non-employee	500.00
8560 · Outside computer services	
8561 · Website	240.00
8560 · Outside computer services - Other	865.20
Total 8560 · Outside computer services	1,105.20
8590 · Other expenses	
8591 · Internet Merchant Fees	880.81
8592 · Banking Fees	142.71
Total 8590 · Other expenses	1,023.52
Total 8500 · Misc expenses	2,850.52
Total Expense	114,292.41
Net Ordinary Income	8,326.37
Net Income	<u>8,326.37</u>

Checking Account Balance: \$35,271.24

Savings Account Balance: \$40,071.51

Certificate of Deposit: \$5251.57

Alabama Bandmasters Association
Division Report to Alabama Music Educators Association
June 19, 2012
John Cooper, President

State Music Performance Assessment

- Move to "Certified Adjudicators" is being accelerated
- Prepared Selections Assessment Rubric has been completed
- Sight-reading Assessment Rubric is being drafted

All-State Band Festival

- Von Braun Center, Huntsville (2013, 2014)
- Mobile Convention Center (2015, 2016)
- Composed All-State Tryout Exercises, Series A and Series B are completed

Upgrading Technology

- Conversation with Teloga.com
 - Website which aims to connect musicians and directors to their ensemble and events
 - Possibilities include:
 - Online registration and administration of all ABA events and auditions
 - Creation of an ABA "network" to interact and conduct business as an association
 - Ensemble Personnel Management for ABA member schools (possibly to include library management, uniform management and inventory management)
 - Data Management
 - Personalized ABA website which integrates with Teloga data
 - Social Features

Dates and Sites

ABA Summer Convention (June 27-28, 2012)

Hilton Garden Inn, Orange Beach

AMEA Conference (January 10-12, 2013)

Renaissance Montgomery Hotel and Conference Center

All-State Band (April 17-20, 2013)

Von Braun Center, Huntsville

ABA Summer Convention (June 26-27, 2013)

Hampton Inn and Suites, Orange Beach

AMEA Conference (January 23-25, 2014)

Renaissance Montgomery Hotel and Conference Center

All-State Band (April 16-19, 2014)

Von Braun Center, Huntsville

AMEA Conference (January 22-24, 2015)

Renaissance Montgomery Hotel and Conference Center

All-State Band (April 15-17, 2015)

Mobile Convention Center

All-State Band (April 13-15, 2016)

Mobile Convention Center

Alabama Orchestra Association

Division of Alabama Music Educators Association

Clay McKinney, President
Dr. Lisa Caravan, President Elect
Felicia Sarubin, Secretary
Daniel Jamieson, Treasurer
Julie Hornstein, Executive Director

President's Report June 19, 2012

- ❖ 2012 All State - Wrap up
 - 400+ Auditions this year. Our number of auditions continues to rise and we expect that trend to continue as orchestra programs continue to expand in the state. We are ever grateful to Mike Gagliardo for stepping in at the last minute to conduct the Sinfonietta Orchestra and to Fawzi Haimor for Conducting the Festival Orchestra.

- ❖ South East District Orchestra Festival, April 27-29 2012
 - Thanks to the Efforts of Eugene Conner, John Taylor and the Wiregrass Community, Alabama had it's first ever District Orchestra Festival. 35+ students from Southeast District came together for the weekend and the festival was a great success. The orchestra included string students from the South East District and District 8 honor band students. This was a wonderful collaboration between the AOA, ABA and Wiregrass community. We hope that this will continue and spread to other parts of the state.

- ❖ New to AOA
 - We have Several New People and New programs from around the state
 - Sarah Nordlund (returning for a 2nd year) and Zakaria Enekeev will be serving as district chairs for the Central district. Sarah is a 1st violinist's with the Alabama Symphony and Zakaria serves as Assistant Principal Viola with the Alabama Symphony.
 - Sarah Schrader (returning for a 2nd year) will be serving as district chair for the South Central district. Sarah is a violinist and teacher in the Auburn area
 - Eugene Conner will begin serving as district chair for the South East District. Eugene is a private instructor in the Dothan area and was instrumental in bringing students to audition for All State and for organizing the South East District Orchestra Festival. Historically we have had no All State auditions from that district, last year there were 10. We expect that number to increase as the wiregrass youth symphony and the District Festival continues to grow.
 - Leroy Hughes is Co-Director of the Baldwin county youth orchestra. This is a new youth orchestra program in our state.

❖ 2013 All State Orchestra Festival

- February 7th - 10th 2013 at the University of Alabama
- **New in 2013** – We are finalizing plans to expand the Sinfonietta Orchestra Of the Festival to include pairs of Winds & Brass and Timpani. This is our middle group of the festival and has traditionally been a String Orchestra. We would like to raise up more winds, brass and percussion students to play orchestral music and be a part of the festival.
- District Chairs for the coming year will be
 - Northern – Daniel Hornstein and Daniel Jamieson
 - East Central – Roland Lister
 - Central – Sarah Nordlund and Zakaria Enekeev
 - West Central – Dr. Anne Witt
 - South Central – Sarah Schrader
 - South West – Felicia Sarubin
 - South East – Eugene Conner
- Online Registration for 2013
 - AOA will continue online Registration for the 2013 All State, for both Audition registration and All State Festival Registration. Please check our website [_____](#) for Audition and Registration information
- Composition Contest – Criteria is posted on AOA website. Deadline is October 1st 2012. The winner will receive a cash prize of \$1,500.00. Please spread the word about the composition contest. It is a great opportunity for composers, and AOA would like to have lots of submissions to choose from.
- Conductor:
 - **Festival Orchestra:** Steven Byess – Music Director for the Arkansas Philharmonic Orchestra and the Tupelo Symphony. Also Conducts the Colorado Youth Symphony and frequently conducts at the Ohio Light opera. For more visit

❖ Calendar of Events:

- Excerpts Posted – August 1, 2012
- Composition Contest Deadline – October 1, 2012
- Auditions must be completed by October 14, 2012
- Deadline for All-State Scholarship Applications – October 15, 2012
- Audition Results Posted November 16, 2012
- All-State Registration Deadline – December 1, 2012
- All-State Festival -- February 7-10, 2013

Alabama Vocal Association

Report to the AMEA Summer Board Meeting June 16, 2012

Summer Board Meeting

The AVA held its Summer Board Meeting from Sunday, May 27th thru Thursday, May 31st 2012 at the Wingate Hotel in Mobile, Alabama.

Handbook Revisions

The board read the entire AVA Handbook and District Chair Handbook, making appropriate revisions.

Financial

Pat Blackwell presented the financial report.

Assets: \$87,032.96 Checking: \$75,413.67 Savings: \$11,619.29

It was reported that outstanding bills and the closing of district accounts would affect the net income and the total liabilities and equity.

The 2012-13 financial transition with instructions as to the process for paying for events on the district level was addressed.

In connection with the financial transition instructions, the issue of *Conflict of Interest* was discussed thoroughly during the handbook revision portion of the meeting.

Conflict of Interest

Prompted by incidents of fraud among non-profit organizations, the IRS is in the process of changing the guidelines for reporting of 501c3 organizations. A report was presented on these potential changes and pointed out the need for AVA to include a Conflict of Interest statement in the AVA Handbook.

A Conflict of Interest statement was formulated and included in the AVA handbook.

Realignment within the Constitution & Bylaws

Through the AMEA board, the NafME urged all 501(c)(3) organizations to bring themselves in compliance with the guidelines that apply to non-profits. One of the chief guidelines is the manner in which payment for services is accepted. A non-profit organization is assigned one vendor number. This number can legally only be used for one bank account. The AVA district bank accounts have been closed and all registrations and purchases will be collected by the Executive Secretary.

Having made this change, the Constitution and Bylaws of the Alabama Vocal Association must reflect this compliance. The sections of the Constitution and Bylaws that are involved are not negotiable but are being brought to the attention of the membership for validation.

AMEA Collegiate Division
President: Stephanie Pesto
Vice-President: Julia Baxter
Secretary: Vincent Schneider

Annual Report

The following points have been discussed and are being pursued by the board members of the collegiate division of the Alabama Music Educators Association.

- The State Summit will take place on October 20, 2012 on the campus of the University of Alabama. Speakers and topics are still under discussion among the board members.
- Board members are making plans to pay personal visits to all active chapters of Collegiate National Association for Music Education in the state of Alabama to promote attendance at the State Summit as well as AMEA conference.
- Amending the constitution to include a president-elect on the board. This will be proposed and voted on at the business meeting at AMEA conference in January.
- The agenda of the business meeting at the AMEA conference should be limited to only official business as determined by the board prior to the conference weekend.
- The cost of onsite registration at the AMEA conference for CNAfME members will be raised from \$5 more, to \$10 more than the pre-registration cost.



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AMEA Elementary/General Division

President's Report
June 19, 2012

Seventh Annual Elementary Music Festival

- September 28, 2012
- Rollo Dilworth - clinician
- Most participants ever – 400 students from 40 schools
- Co-chairs: Carlee Green and Cliff Huckabee

Fall Workshop

A joint workshop between the Elementary Division of AMEA and the Alabama Chapter of the American Orff-Schulwerk Association (AOSA) will be held on Saturday, September 29, 2012 from 9:00 to 3:00. The clinician will be Festival clinician, Rollo Dilworth.

Chris Judah – Lauder will be a featured clinician at the conference in January 2012.

Upcoming Dates

- June 11 – 22 - Orff Schulwerk Level I Certification at Samford University
- June 18 – 22 - AL AOSA Music Camp at Trinity United Methodist Church
- August 1 - AOSA Chapter Share 9:00-12:00 at Trinity United Methodist Church
- October 7 - AMEA Elementary Music Festival with Rollo Dilworth at the Wright Center, Samford University
- October 8 - AMEA/AOSA Joint Workshop with Rollo Dilworth
- November 14 – 18 - AOSA 2012 Professional Development Conference in St. Louis, MO

Respectfully submitted,
Beth Davis
President, Elementary/General Division