

Summer Board
Meeting
Wingate Inn, Mobile

June 3, 2013

The meeting was called to order by President, Jody Powell, at 8:07 am. Board members present were, Carl Davis, Jane Powell, Pat Blackwell, Michelle Reburn, Ginny White, Brent Coleman, Cathy Spence, Susan McCall, James Kendrick, Joe Whitaker, Jerry Cunningham, Tracy Mank, and Kathy Hughes. We began with prayer.

Minutes of the previous meetings were read and approved with corrections. Pat stated that legally we may need to consider having the membership sign in as they enter meetings.

The Executive Secretary's report was given with the following assets: checking, \$67,168.51, savings, \$11,624.37, for a total of \$78,792.88. Pat explained the profit/loss statement and the reports breaking down the past 6 years by event and profit/loss. The report was approved and filed for audit.

FALL WORKSHOP – September 6-7, 2013 at the University of Alabama.

- Thanks to Dr. Marvin Latimer for securing UA facilities for us.
- Board meeting Wednesday, 9/5/13, at NEWKS at 6 pm.
- Dr. Daniel Jacob Bara of the University of GA will do reading and other sessions.
- Suggestions were given for reading packets and Kathy Hughes asked that we increase the registration fee if needed to improve the packets. Jane stated that Pepper/Hal Leonard helped supply clinicians and packets, Jody will look into that resource. Brent suggested getting the supplier to absorb half the cost and we do other half through registration.
- Suggestions for sessions – Brent/Carl do an Ipad presentation/"Device" use in the classroom. Tech 1 & 2. Interactive music websites. Paperless classrooms. Apps/programs for music libraries/organization in the music classroom. Programs such as Airserver, 4score, Itv, Remind101.com. Pat suggested a session on registering for AVA events for new teachers. Ginny suggested a "how to "build your choir website"- which James could lead. It was suggested that we leave off performances unless a college or community group could be enlisted, but please email Jody if you know someone who would like to do that.

- There may be an Ipad lab available for demo use, or we could advertise to “bring your own device” to fall workshop.
- Pat stated that NAFME registration is ONLY online now – tell directors!!

Discussion followed concerning cost cutting/raising fees for AVA events. Pat shared that with the breakdown of expenses/income already shared, that we could be down by \$10-\$15,000 after summer board. A school participation document was shared, and Pat listed the costs that have increased for us in just the past 2-3 years – ALL without our raising fees to accommodate. Kathy Hughes stated that we must be first, as a board, to cut expenses where we can, and then look at raising fees. Carl reminded us that we need to share all this with the membership, and thanked Pat for her work in gathering the information for the past years for us to have tangible evidence to work from. Jody asked that we make suggestions for cost cutting as we discuss each event. Susan and Tracy will keep a running list and we will discuss completely as we finish.

Possible cost reduction for Fall Workshop – Pat will use leftover “gifts” from past workshops for registration this year. Hire Terry Moore as workshop accompanist instead of Karen Cantrell (since he lives in Tuscaloosa). Raise fees for registration.

ALL STATE SHOW CHOIR – AMEA, Montgomery Renaissance, January 23-25, 2014

- Mark Myers, Jarad Voss, clinicians
- Jane stated because of issues with Wallace State and dates, ALL AUDITIONS WILL BE IN BIRMINGHAM FOR 3 DAYS, in Alys Stephens Center or at UAB, thanks to Brian Kittridge.
- Auditions are October 10-12, can come either day.
- Alternate list will again be employed for students not making regular All State. Kids know how that works now, and they are working harder because of it.
- Jane stated that we all must be on the same page about ASSC/HC kids not coming out of rehearsals for other performances. Chairmen please remind directors of those rules. Brent asked that we be informed of who is performing in order to communicate with those directors.

Possible cost reduction for ASSC – Using local people for choreography auditions, but must keep nationally recognized clinicians. Less mileage/hotel for judging this time, raise audition fees, use fewer instruments.

ALL STATE – April 3-5, 2014, Samford University (OCS/OA, April 2)

- Clinicians – SATB - Daniel Jacob Bara, Univ of GA, TTBB – Jonathan Palant, Dallas, TX, SSA – Elena Sharkova, San Jose, CA, MSM – Anthony Trecek-King, Boston Children’s Chorus, MST – Andrea Ramsey, Univ of MI

- Audition dates – Oct 31-Nov 1, Central Baptist, Decatur
Nov 2, Florence MS
Nov 3-4, Mt Zion Baptist, Alexandria
Nov 5-6, Tuscaloosa, TBA
Nov 7, St James School, Montgomery
Nov 8, Springhill Baptist, Mobile

Registration is due on/before October 3 for ALL LOCATIONS!! NO REGISTRATIONS ACCEPTED AFTER OCT 17. Schedules will be done in order received. Registration for festival due by Dec. 20. None accepted after March 7. Meal reservations due March 14, period!! **MAKE SURE DIRECTORS KNOW AUDITION CUTS WILL NOT COME FROM REHEARSAL CDs!!**

- No Show List – (see sheet) – District chairs contact directors of students not approved to audition again and make sure they know of board decision. Carl requested that we go through this list at All State second board meeting. **Brent requested we make it mandatory for doctor’s excuses to be produced for students with that reason for missing. This will be added to handbook and website.**

ALL STATE MUSIC – MST – packet accepted as presented. Chairs make sure directors know S2 can choose S or A on 2 part pieces, and on El Cielo (page 6) **where S1 divides**, Districts 1-4 take top note and Districts 5-7 take the bottom note.

- MSM – packet is under revision. Jody will forward to board when changed and approved.
 - ASSC – packet is under revision. Jane will forward to board when changed and approved. Tell directors to encourage students to audition for S2 and T (especially baritones with the range!)
 - TTBB – approved as is.
 - SATB – “Sweetheart” was requested to be replaced with a language. Rest of packet is great. Jody will forward new piece when selected.
 - SSA – packet is under revision. Jody will forward to board when changed and approved.
- Music will be available for pre-order as a reading packet for Fall Workshop. Pepper will be requested to attend and sell multiple packets.

Possible cost reduction for All State - Need to re-submit to Arts Council for grant. Some bills for 2013 still to pay. Sell concessions? How to save on rental costs/services at Samford? Most will have to remain as is, but may need to raise student/school fee.

ALL STATE MEALS/SAMFORD COSTS – Issues with Samford (even though we paid them \$13,000!). All is not “rosy” with faculty. Jody/Carl to meet with them soon, and will report to us at Fall Workshop as to what will/will not be available to us. Concessions are needed for our students between rehearsals/at breaks!! Jody to request a cost break down for what AVA is paying to Samford. **DUE TO THESE AND OTHER FACTORS, AVA will**

be looking at other options for coming All State Festivals! (Shades Mountain Baptist an option???)

ALL STATE RECORDING/VENDING – Tim Batt Recording submitted proposal. Jane moved we accept, Brent seconded, the motion passed. Pep Wear requested to be the exclusive vendor at All State. Board said there would be no exclusives.

ALL STATE REHEARSAL CDs – email from Lisa Latham was shared. Issues with their recordings were discussed (i.e., intonation, wrong rhythms and language, parts left off, cost) and Brent will forward concerns to Lisa. Jerry stated that purchase info should come from the vendor, not AVA. District Chairs make info available to them when requested.

ALL STATE PERFORMANCE OUTFITS – There are too many students changing into concert attire at the All State venue. (So much so that there was not a place for the clinicians to change!) And the reason the policy was created was because of the huge mess left behind when it was allowed. AVA policy states that students may not change clothes at the performance site. This includes All State and we must enforce it!

OCS/OA/ME – Districts must host before December 1 (see date list). These auditions must be done IN DISTRICT! Encourage directors to have kids participate in each of these! Jane asked if ME candidates should be required to participate in/audition for All State, do we need a rubric for scoring, involvement in AVA activities and their choral program should be most important. Jody established a committee (Carl, Susan, Jane, Ginny) to discuss these needs and report to board.

Possible cost savings for OCS/OA/ME – raise school fee, lower expenses (fewer judges, smaller hospitality).

HONOR CHOIR – at AMEA, January 23-25, 2014, Renaissance Montgomery

- Music packet approved as is. How Can I Keep From Singing is ONLY available from Aspen Hill. Directors must go online, create an account/username/password, and purchase at \$1.00 per copy. They will receive a PDF link and they must print. Charging students is up to them. The Heavens Are Telling is CPDL. There will be a link on alavocal.org for this piece. Make sure directors specify voice parts for students when registering. IF THERE IS DIVISI WITHIN A PART, DISTRICTS 1-4 TAKE TOP NOTE, DISTRICTS 5-7 WILL TAKE BOTTOM NOTES (i.e. if T2 divides).
- Clinician – Christopher Aspaas from St. Olaf
- Board will go through a mock screening at Fall Workshop for the benefit of those who haven't done it before. Possibly do the same as a session for new teachers?
- District Chairs please read all handbook instructions and remind directors

ALL REGISTRATION GOES TO PAT. Pat will forward copies to District Chairs for scheduling.

- James is adding voice part specification to the registration form.
- Directors will be asked to list students for Honor Choir on the website form being created, AND register as usual. The information can then be manipulated/updated by Chairs as screenings are completed, and Carl can work on all HC information from there for the event.
- All HC forms/info were read through and corrected as this was left off accidentally at last year's handbook revision. CHANGES: FORM F7.1 added voice part, Executive Secretary at top, Page 30 of District Chair handbook, **INCLUDE NEW FORM.**
- It was decided that letters of regret for schools not having students pass screening are not needed at this time.

Possible cost savings for Honor Choir – there will be greater cost for clinician this year (not in state), raise school fee?

Work was tabled for dinner. Will resume at 8 am, Tuesday, June 4.

June 4, 2013

President, Jody Powell, called the meeting back into session at 8:05 am.

We began by returning to the ME guidelines created by the committee last night. Ginny and Carl covered the information and how it will be used. Susan asked that "rank interview" be added to summary list at bottom. It was determined that All State audition/participation would not be a requisite for participation as an ME, but a blank for ACT score will be included on all registration sheets for OCS/OA/ME. **INCLUDE SHEET.** This will be placed in the District Chair handbook (following page 21). Chairs were instructed not to share this information with directors (like giving away the test answers!). **DISTRICT CHAIRS WILL NOW FORWARD THE RESUME OF THE WINNING STUDENT TO THE PRESIDENT-ELECT IMMEDIATELY FOLLOWING THE SELECTION PROCESS.**

FAME – this information was completely left out of the handbook. ME winners are required to attend. This will be re-inserted on the registration forms. Chairs inform directors of changes to pages **77, 78, 79, and 80, and forms 6.3, 6.4, and 6.5 of handbook. Must print new pages from alavocal!!**

AMEA – January 23-25, 2014 – Renaissance, Montgomery

- Board meeting 1/22/14, 8 pm
- ME winners report at 4 pm (?)
- Sessions are being worked out

- Pat gave a report on the AMEA strategic plan (to be posted on AMEA website)
- Jody expressed thanks for all the work done on last year's convention.
- Carl asked to be reimbursed for 1 night hotel if he stays in another place with his students. Pat stated that this was normally done.

Discussion began concerning AMEA costs and lack of revenue-sharing from AMEA for this event. Pat asked that we request a percentage of registration fees (based on AVA registration for the event) to offset some of our costs since we always lose money on this event. If they aren't willing to share a percentage, they should at least pay ALL facility/rental costs. Jane stated that AMEA does give funds to some of the groups that have no other income. Jody shared the AMEA financial report. Susan asked that Jody inquire about AMEA spending/expense, and what they are doing as a board to cut costs.

Possible cost savings for AMEA – raise student/school fees for ASSC and HC?
Clinicians/presenters from closer areas, house our board at a less expensive hotel.

STATE CHORAL PERFORMANCE ASSESSMENT – new requirements for Huntsville schools to have all paperwork for trip requests to central office 4 weeks prior to an event. They are requesting our deadlines be 6 weeks in advance for all events in order to have a schedule in hand for this purpose. After discussion, it was determined that it was not necessary to change this for the entire state, but Huntsville directors must be informed to get registrations in as early as they need to, and their District Chair will honor their date requests if at all possible.

- Ed Robertson is again writing our sightreading (\$900 for 14 pieces). To be ready at AMEA. He also sent a nice thank you for the Frances Moss Award.
- Emails from John Kincaid, Stuart Tankesley, and Milburn Price all concerning "tweeking" the SCPA rubric. Many directors have voices concerns/questions about the same issues (repertoire, note and rhythm value). There was much discussion, and Carl, Ginny, Jane, Jody will determine how to accommodate their suggestions and bring back to the board.
- Ginny requested an "instruction sheet" for adjudicators concerning the new forms. We have basics already listed on pages 7-8 of the DC handbook. Copy and send with contracts when securing judges for festival, but also re-copy and highlight most important points and put on desk for reference the day of the festival. Committee (Brent, Joe, Ginny) will create a checklist for Chairs to talk with judges as a means of instruction. Jody will also provide a cover letter for you to share with judges. **INCLUDE SHEET.**
- Susan asked if there was any way to make totals on sightreading adjudication the same as performance, so there is less confusion when adding and posting. Carl and Ginny stated there is no way to make them equal.
- Pat requested we add a disclaimer to medal forms that includes a deadline for ordering so Pat can get to directors before school is out. The

board agreed. **INCLUDE NEW FORM.**

- Use qualified/experienced people in places that will involve moving groups/calling time on directors. Runners can be anyone willing.
- Be on time and run on time. Michele said we should remind directors that warmup includes into the room, warmup, and move to the stage. And sightreading time cannot be used to “perform for the judge”.
- Make sure directors know everyone can attend any SCPA. If a certain date/place is needed, registration must be in early.

SCPA adjudication form 5.2 was adjusted to accommodate membership requests: repertoire was reduced from 14 to 8 total points, note accuracy and rhythm accuracy were raised from 4 to 6 total. Jerry pointed out that repertoire originally could potentially help raise a choir score and now it could potentially hurt. But we try to do as members request. **MAKE SURE DIRECTORS USE NEW FORM!!** This is the end of the 2 year trial – forms won’t be changed again! **INCLUDE NEW FORM.**

SOLO/ENSEMBLE PERFORMANCE ASSESSMENT – District 5 had an incident where a group was registered to sing SATB, but when they arrived, there were only girls. After emergency discussion, they were allowed to sing SA for comments only at the festival. We are also occasionally experiencing problems with the numbers in the group. Chairs must make sure that rule is enforced.

- **Handbook pages 52 and 58, 2.6, will have added “music must be performed as intended”.**
- Remind judges that performance time cannot be workshop/recruitment time.

Adjudicators – the State-approved list was updated. Chairs take care in distance you get judges from, “share” them if you can to save on mileage, remember not to use people from your district at all.

STATE WIDE DATES/CALENDAR – Pat shared the list, corrections were made. Any open info should be supplied to Pat and James ASAP!! **INCLUDE LIST.**

Jane reported on show choir music – Jarad said he was ok with changing “Radio”, but ballad will have to be changed by the vocal coach. Alternate titles were suggested.

ADVOCACY – Kathy Hughes

- AMEA census never got to everyone
- Banner being re-done with better pictures.
- Kathy requested better addresses for Superintendents/Principals to continue to support directors and invite them to our state events.
- Need better database/names of schools with programs/programs without directors.

- Kathy will send links to Arts Alliance resources to Chairs. Please forward to directors.
- Make sure directors know about diploma changes. Tell them to be on the offense!
- Encourage directors to promote their programs – local TV, newspaper, performances. Forward that info to Kathy/James for publishing on our website.
- Alavocal.org has links to advocacy sites already – encourage directors to use.
- Manilow Music Project – Barry Manilow is an arts advocate! Promoting the arts through his concerts. Giving grants. Has a website. Investigate! Kathy is doing so for AVA.
- Susan asked that we include collegiate music education folks (teachers and students) in our efforts. Especially as these students prepare to come after us!
- Please get brochures/DVDs to distribute at your events.
- Michele asked that we talk/write to our legislators!
- Susan looking into efforts of Whitney Curtis with Miss Alabama and advocacy.

Technology Survey – Carl shared the results of our survey (96-98% of directors responding use some form of tech device on a daily basis and are moderately to confidently able to employ them) and what states around us are doing. Most are moving to online registration for events and database info.

In order to move AVA forward, he requested that we begin moving toward that as well by beginning small with our directors listing themselves on alavocal.org, by District Chairmen registering Honor Choir students after screening, and by doing an online registration for Honor Choir using District I as a control group. After MUCH discussion over online registration and how to handle money, the following was proposed:

Joe moved that we require AVA directors to register online for participation in any AVA event this year. Brent seconded. After discussion, the motion was defeated.

Joe then moved that we ask **AVA directors to register themselves online at alavocal.org, to establish a database and participate in any AVA event (optionally for 2013-14 mandatory for 2014-15)**. Tracy seconded, and the motion passed.

Carl later asked that the Board approve an **online form for listing Honor Choir 2014 personnel available to ALL directors at Fall Workshop**. This would not involve money, just information. Regular registration would also be required. Brent seconded, and the motion passed.

All information posted/registered for online concerning this will be posted to the Board

resource page only. Carl pointed out that this will save AVA thousands by eliminating the need for a paper handbook, and District/State info being sent via snail mail.

Handbook – **ALL REVISIONS ARE ONLY ONLINE!** Chairs make sure directors know this and go to the website for new and updated info. **ALL NEW HONOR CHOIR INFO IS ONLY ONLINE!** The entire handbook will be that way in 2014-15!! **ALL director info (job assignments/instructions/etc.) will be online 6 weeks prior to All State. Paper copies will ONLY be sent to those who need them.**

Pat asked that everyone reply when emails are sent so we know who is in the loop!!! Chairs were requested to use the same cover letter in their first (and only) mail-out this year. Susan will provide a checklist of what is needed in your letters. Tracy will word the cover letter and send to all when complete and approved. Secondary pages should contain District-specific information.

District Mailing Lists – were purged/corrected. Mail only to active members. Email all and try to pull inactive members back in.

Jody tabled further business until Wednesday. We will reconvene at 8 am.

June 5, 2013

President, Jody Powell, called the meeting back to order at 8:07am.

Pat stated that Staples is giving AVA deep discounts through her account, and will deliver to your door. She gave info materials to all Board members.

The following statement will be added to handbook pages 32, 36, 43, and 46 to cover the need for medical excuses for All State/All State Show Choir absences: **All absences are reviewed by the AVA Board. Documentation must be submitted to the AVA Executive Secretary within 10 days of that year's festival (dr. excuse, funeral, etc.).**

Discussion turned to possible fee changes/how to cut costs. Each of the following was discussed at length:

- Hospitality for all events (ask parents/directors to contribute-purchase as little as possible).
- Individual event expenses were discussed as we came to that topic.
- Fees have not been raised since 2002.
- Jane suggested the board take mileage one way only (but, this would not pay for gas).
- Hotel for board members would only be paid for the night of the board meeting, unless you are not bringing students to an event and you are there to work.
- Board members please carpool when possible, and stay in one another's

homes when possible.

- If your school pays your hotel/mileage, don't take funds from AVA!
- Carl suggested that student fees should pay for that event. Possibly use a 5 year rolling average, raising fees every 5 years, with a goal of 1 year's operating expenses in reserve within 5 years.
- An extra \$40,000 is needed to cover what we do now.
- Raising school fees to \$50 would bring in an extra \$6600.
- Raising All State Show Choir audition fee to \$25 would bring in an extra \$1400.
- Raising Fall Workshop registration would add \$2000 or more.
- Raising SCPA student fees to \$2 would add \$6400 or more.
- Raising All State audition fees to \$7 would add \$4000 or so.

Following discussion Ginny proposed that Fall Workshop registration be raised to \$75 for early, \$95 for on-site, leave collegiate at \$15 and retired free; ASSC student audition fee be raised to \$25, All State audition fee be raised to \$7, SCPA per student fee be raised to \$2, and school fees for all events be raised to \$50. Tracy made the second. Pat stated that the presentation to the membership must be firm. This move is to maintain operating funds and not lose money on events, and we won't have to raise fees again for 5-10 years. (Remembering that this is based on current participation numbers and what is possible in the future.) The motion passed unanimously. **ALL FORMS WILL BE UPDATED TO REFLECT THE FEE CHANGES – ONLINE ONLY!!**

Pat presented a proposal from our AVA accountant, that we check into receiving funds from the BP oil settlement. We may qualify because of loss of tax revenue leading to choral programs being cut throughout South Alabama. Concerns were expressed and Jody stated that if there are to be any implications for AVA's future by doing this, we should not. Pat's husband has offered to look into this for us before we make a decision. That was approved.

Susan will send District Chairs a list of what should be included in the first mail out (Tracy will prepare the cover letter that is to be the same for all). Once all is approved by our President, information will be sent to you via email and posted to our board page minutes. Check the alavocal board page for corrections/updates to the music lists.

Jody expressed thanks to all for the work being done and the selfless cooperation shown by all.

With no further business, the meeting was adjourned at 12:45pm.

Susan McCall, Recording Secretary

CHECKLIST FOR DISTRICT CHAIR FIRST MAILOUT

- Cover letter
- Updated date list emailed to board from Pat
- Fall Workshop registration coming.
- Change in audition site for ASSC
- Medical excuses for ALL All-State absences – handbook pages 32, 36, 43, 46.
- ASSC – clinicians/music list
- All State – clinicians/music list/rehearsal CD info when provided (make sure directors know audition cuts DO NOT come from these CDs!)
- Meals at All State – be prepared for changes! (Get updated info from Jody/Pat when available.)
- NO CHANGING OUTFITS AT ANY AVA PERFORMANCE VENUE – ALL STATE INCLUDED!
- Updates to ME resume/auditions, FAME attendance required/new handbook pages online only (pages 77, 78, 79, 80, and forms 6.3, 6.4, and 6.5) Chairs must forward ME resumes of winners to Carl immediately after selection.
- ACT scores needed on OCS/OA/ME forms. THESE AUDITIONS MUST BE IN-DISTRICT!
- Honor Choir – ALL REGISTRATION GOES TO PAT! Clinician/music list (CPDL piece and online purchase from Aspen Hill), online director registration (optional this year, mandatory 2014), online student listing along with regular registration. Handbook update of form 7.1, online!
- AMEA – ME state audition (time/place TBA from Carl)
- SCPA – Huntsville directors get registrations in EARLY to assure time/date requests due to new school board requirements. Directors can choose to attend ANY SCPA – get registration to Pat on time! CHANGE IN ADJUDICATION FORM 5.2 – due to director request. 2 year trial over, forms won't be changed again. New forms are online only!
- Solo/Ensemble – performance rules will be enforced! Handbook clarifications to pages 52,58, and form 2.6
- Advocacy – share what you are doing in your school to keep choral music alive! Share the Manilow Music Project! Use brochures/DVDs. Write your legislators. Make sure directors know of the new diploma changes/requirements!!!!
- FEE CHANGES - This move is to maintain operating funds and not lose money on events, and we won't have to raise fees again for 5-10 years. **Fall workshop registration \$75-pre, \$95-on site, ASSC audition-\$25, All State audition-\$7, SCPA per student-\$2, School fees for all events-\$50** ALL FORMS WILL BE UPDATED TO REFLECT THE CHANGE IN SCHOOL FEES – ONLINE ONLY.

Other pertinent info (if needed) is in your Board minutes. Encourage directors to participate in everything – we have to be our own advocates!