

Board Meeting 6/25/09 North Little Rock

Members Present: Patty Oeste, Judy Hopper, Judy Rogers, Rachel Stegall, Peggy McDaniel, I.J. Routen, Jaree Hall, Deborah Barber, Paige Rose, Kathy Robison, Carrie Taylor, Mike White, Delynne West, Christine Graham, Susan Bucher (pronounced Booer), Robert Brown

1. Call to order with singing of National Anthem.
2. New board members – Shelly O'Dell, membership; Kyle Chandler, research.
3. Vacancies – NW Region Chair, SW Region Chair, Retired members, Student member (will be chosen once school year begins at UCA by Paige), Tri-M.
4. Recognition of Patty Oeste for Yale Symposium of Music Educators. Also chosen for Kennedy Center program.
5. Reading of minutes. Carrie suggested moving time of general membership meeting at All-State so it doesn't conflict with other organizational meetings.
6. Choral Report – Carrie Taylor. ACDA clinic July 28 – 30. Tim Lautzenheiser will be Keynote speaker. ACDA exec. Board meeting is Sunday, so get ideas to Carrie if needed. All-State is in Feb.
7. CMENC – Deborah Barber. Luncheon last year was big success. Looking for speaker for CMENC who will talk briefly then allow networking. Would like a mixer with teachers. Thanked Paige profusely for having conference at UCA. Deborah is not getting much response from sponsors and thinks students are self-motivated to join.
8. Crosscultural – I.J. Routen. Exploration of Sea Islands is the focus this year. Dancing the artwork of Jonathan Green – combines art and music; for LR teachers. Other focus will be on Quapaw music (OK) and Caddo dancing. This one is still in progress.
9. Elem. – Christine Graham. Judy Rogers will be conducting at Fall Conference. Macmillan and Silver Burdett will be presenting sessions. Macmillan is bringing treats in the morning. Christine represented us at SW division Symposium and had a blast.
10. Exhibits – Peggy McDaniel. Increase in fees is the only thing going right now. Needs to work on space for exhibits and including string music.
11. General Music – Susan Bucher. Contacted Dale Misenhelter & Zinse Aguinne for Fall conference.
12. Conference – Paige Rose. Still working on getting adequate space. Has written request for waiving some fees focusing on recruiting for the University. Still waiting for approval. They are interested in exhibits and how much we're charging.
13. Membership – Judy Hopper. Survey sent out through survey monkey last year. We ended up with over 1000 names compiled in our database. The free account only counted the first 100 responses then it closed. Only the first half of the alphabet was sent invitations. Judy upgraded the account and sent out requests again. Total response rate was 152. Many emails bounced back from our database. Most respondents did give email addy. If keeping an accurate list is a priority we need to keep it updated. Judy passed out

comments from the survey. Also printed off analysis of who responded. Will email Shelly the excel file. We should respond to some of the comments.

14. MIOSM – Judy Rogers. Will have dates available at Hot Springs. This past March our numbers were up. Didn't have a speaker one day, but had more time to listen. Mary Ann Salmon spoke briefly.
15. Band – Robert Brown. Has 2 clinicians lined up. Has asked some military jazz groups to perform. U of Monticello has a jazz group that has won awards in competition if other groups can't make it.
16. Conference – need to focus more on transportation issues. Jaree thanked all for putting in so much work already on the conference.
17. Discussion of budgeting for conference speakers. Currently \$300 for each area which includes travel and lodging expenses. Cost has stayed the same for "many years."
18. Treasurer's Report – Mike White. Doing well right now. \$8861.69 as of today. Has AEMEA's \$2383.97. Accounts now merged, but might want to keep it separate for elementary focus.

*Profited on Segue this year, have \$903 in outstanding invoices from advertisers.

*Mike recommended increasing honorariums. Judy R asked what general expenses per person were. Mike gave example of one who had \$205 honorarium, but over 200 in room costs. Paige asked what the amount was for operating expenses for the conference. Right now it looks like it will be around \$1500, but will need to talk to Provost for approval on fee waiver. We can't provide food or drinks like last year. Robert gave suggestions on getting some sponsors for the conference. We haven't been operating on a budget and we need to so costs are controlled. We need to lock in budget on each areas. ACTION: Committee – I,J, Paige, Mike, Robert, and Judy R will work on a budget for the conference.

*Expense forms – Mike showed how to get the forms from the website. Click on contacts, then board members. From the board members page, delete the 01 at the end of the url and personal contact info will come up. From there if you take out brddirs01 and type in resources you will get the resource page. Lots of rosters are available as well as links to the ADE database for teachers. Mailing resources are also there.

*To email the board: send a message through the Yahoo board members listserv. There is also a Facebook page started by Shelly O'Dell that will also get info. The Yahoo group will be the main source for board info.

*Personal Expense forms are also on website, as well as Clinician Expense voucher. Current rates: One session \$75, Second session \$50, and each additional session \$40. Travel – Coach air fare or 32 cents/mile. No car rental expenses. Meals – daily allowance not to exceed \$25, Lodging: All clinicians will be housed in the same approved motel/hotel. Printed materials; request that handouts be printed by the coordinator. We need to have a Clinicians form for EVERYONE presenting and available online for ease of planning. Please note bios are limited to 100 words each. Paige requested a planning form be sent to invited performance groups similar to

- what presenters fill out. I.E. – if warm-up rooms are needed, diagram for performance setup. **If you are responsible for a session, make sure you have all this information ready for Paige.** Carrie suggested the invited groups are notified by August 1st so they have time to get funding, plan repertoire, etc. September is a bit late. Jaree said we will definitely move it next year since the applications are already out with a deadline of August 31st. Mike said the Segue printer messed up and the form for session presenters wasn't in the May issue.
19. Parking permit for UCA? Paige is working on it.
 20. National Assembly report – Jaree Hall. National Executive Board, all the state presidents, and officers of MENC meet to address concerns. Two days they went to lobby Capitol Hill. The Secretary of Education attended. Different performing groups were there. MENC had lots of material of how to effectively lobby with a very specific ask: to support music education. MENC is trying to update things so they twittered during the conference. They have also set up a facebook page. School Tube – MENC members are moderators, so you can upload to it. Fostering relationship with DCI, so there will be access to videos from DCI on instrumental instruction, etc. Mrs. America attended many events. DCI competed at the kickoff. At SW division meeting they reported on the symposium and voted to continue it every other year. Next one is in 2011, focused on urban and rural schools. Other states – KS is working on advocacy website; Online publications of magazines; OK sent flyers to all music educators to join state organization (possibility for our membership) and they will be having a creativity symposium in OK City next year. Advocacy – be sure you know what your goals are online. Have a watchdog for upcoming legislation. Do a PSA at every concert you have – you can download the MENC PSAs (may be just audio). ASCD website has an article about the whole child which uses good language if you're trying to present. Get a state legislator to lead the National Anthem at state meetings. It's a good photo op for them.
 21. Jack Meyers from ASO came to present with Dan Cline (Asoc. Cellist) and Barbara Burroughs (Director of Education). Programs – Community concerts to reach a wide area, where programs correlate with Learning SLEs. I.E. Debussy's La Mer with climate control and global warming. Ensembles for Jr./Sr. High students then work one-to-one with performers. Demo Program – quartets for upper elem. Orchestra and You – primary students. Guidelines on stimulus money to school districts – music should be included in that. Dan gave short presentation on what the demos are like for the schools. Jack requested to arrange meetings between the ASO and the superintendents of schools to help arts outreach programs and opportunities for music education. They have already met with Dawson Coop superintendents. Arts Partners are on Arts Council roster so you can apply for grants to help offset costs. To receive education literature contact Barbara Burroughs. Woodwinds and brass ensembles have added programs. Coaching for region contests and small recitals are available. Everything they do ties into grade level curriculum. Mike invited them to sign our Joint Statement of the Arts.

Barbara said they would like to do that. Student tickets for October concert available - \$6. Deborah Barber suggested the presentation for our Fall Conference. Patty will be the contact person. I.J. suggested having them present to the elementary honors choir. Dan met with reps from Vic Snyder and Blanche Lincoln's offices to increase funding for the arts and continuing to support music as a core subject. Also met with lobbyist for League of American Orchestras and they give talking points for meeting with your legislators. Their website has many resources for arts. There is a link on our advocacy page.

22. Discussion of strategic plan. Break into groups and discuss questions on handout.
- Group 1 – need to do better job of recruiting new teachers, alternatively certified teachers. Ideas – discount for 1st year teachers or new members, free conference registration. Promote ArkMEA with flyers in the music workshops at the coops. Have exhibits at the other organizations conferences. All-State gives us a booth each year. Email the ACDA/ASBOA, etc when conference schedules are set so they know what will be available. Also set one up at Fall Conference. Contact Rhonda Hawley to set up one at ACDA. Region Chairs – phone to find out who is working in the district and if they know all that is going on in MENC.
 - Group 2 – Pass on the spirit of MENC to younger educators. Ideas – put a calendar of all major state events on the website. Jaree will be working on a calendar with the yahoo listserv. Mike will start researching it for the website. Need to work better together with other organizations. Idea – have president-elects from each organization serve on the ArkMEA board. Mentoring program should be developed – ArkCDA already has a model in place. Tom Street is in charge. Elementary program could be our focus since ACDA already is working with upper grades. Re-word Tri-M so it isn't a focus on music careers. Tri-M is about spreading the word of what music means in the school. For advocating – focus on ArkCDA/ASBOA is a school commitment. ArkMEA is a personal commitment. It is important for the future of musicians, not just the program at the school level.
 - Keep giving quality workshops and sell the college kids on MENC. Jaree would like an article in Segue – Why Join? What does MENC provide that the other organizations don't? Should be written by people who are in more than one organization. Robert and Carrie will work on co-authoring the article.
 - Work on contacting Dept. of Ed to put in a letter to administrators to encourage music teachers to attend the Fall Conference.
 - Group 3 – Look at Preamble to state some things more clearly. Mission – include present and future teachers. Shorten the goals. Maintain electronic resources as networking vehicles. Student opportunities should be addressed in strategic directions. Add a social component to Fall Conference. Maybe Thursday night have a jam session that wouldn't

need a lot of organization, but would provide fun. Set up Tri-M workshops at Fall Conference. Carrie provided the reality check. Maybe offer them on a different day. Provide MENC study session for students taking Praxis – there are 5 or so questions about MENC on the test. If you know of anyone who does something unique who could present, ask them!

- Group 4 – work on wording to add a “How will we do this” section. Change to facilitate, encourage, strengthen instead of ensure. Using electronic resources to get to our membership more often. Add advocate for the state of teaching.
 - We’ll work on revisions at January meeting.
23. Craig Welle is president of SW division and will be speaking at conference.
 24. Peggy will be contacting Rhonda Hawley and Julia Reynolds to get booths at ACDA and All-State. She’ll also get a sign-up sheet for people to man the booths. Jaree will do the calendar on the Yahoo group. Deborah mentioned activating the alert on the yahoo calendar to remind you of upcoming events. Jaree will contact ArkCDA and ASBOA to get representatives on our board. Judy mentioned they wouldn’t be voting members unless they were members of MENC. Carrie specified how to get on the agenda. Robert gave info on ABA. Paige & Peggy volunteered to take on booth presentation materials.
 25. Deborah mentioned DCI group is looking for hosts throughout the I-40 corridor for sleeping. DCI show in Van Buren on July 22nd. Need lodging for one night.
 26. Meet at 9:00 in the morning. Jaree needs suggestions for keynote speaker. Robert suggested Robert Duke from U of Texas at Austin.
 27. Reports from conference breakouts:
 - Group 1 – Weaknesses: Air Force concert not well-attended. Suggestions: videos of sessions on school tube for members only. Round table discussion – email questions ahead of time. Computer Lab available with maybe software to look at. Jaree mentioned sponsor rooms at National. Roland might send some musicians to showcase products.
 - Group 2 – Strength was variety. Sign in sheets/process need to be improved so speaker doesn’t have to sign. Suggestion – have Jaree’s signature at bottom of sheet and then check workshops attended. Have board member badges different to designate who can sign. Could have list of board members names on bottom of sheet also. ArkCDA has individual sheets that are signed and you pick them up at the end of the session. Registration was hard to find and small. Exhibits was crowded. People in charge of workshops need to double check with presenters before conference to make sure needs will be met. Tech person available. Jaree suggested a form with each workshop on who to call if there were problems. Require elementary chorus people to have a chaperone so they can attend the sessions. Have a mixer Thursday night. Have a

session on grant writing – could be panel discussion. Have a session for new teachers.

- Group 3 – Strength – good clinicians & exhibits. Weakness – crowded in exhibits. Need board members involved in setup. People responsible for presenters need to be responsible for all their needs while there. Need a “person responsible” for students to call. Need longer Keynote time and workshop times.
 - Groups that have applied: Nettleton Jr. High Bel Canto. Wind Ensemble from MO – Drury University Wind Symphony.
 - Exhibits – children shouldn’t be in there. Exhibitors have asked for that.
 - Have a grand finale number with orchestra and chorus. Will require extra help at Ida Waldron for the concert setup/takedown.
28. Jaree will have ADE number to get inservice hours for this meeting available tomorrow. Be sure to sign in.
29. If you need help – send a message to the board group.

Board Meeting June 26, 2009

Present: Jaree Hall, Mike White, I.J. Routen, Patricia Cox, Christine Graham, Judy Hopper, Delynne West, Patty Oeste, Carrie Taylor, Paige Rose, Robert Brown, Judy Rogers, Peggy McDaniel, Rachel Stegall, Susan Bucher

1. Budget committee met. Looked over expenses and conference income to come up with proposal just for conference spending. This year we will have more operating expenses. Increase registration fee recommended to cover operating expenses and honorariums. Band, choral, CMENC, cross-cultural, elem, gen music, orchestra, and tech.
 - *Proposed increasing honorariums to \$400. \$6,654 income from last year. Proposed increase would add \$3200 at 211 attendees. Some areas could combine for clinicians or share if no cost is incurred.
 - *Proposed fees: \$40 early registration, \$50 late registration. Non members \$50 and \$60. Non member student \$10, CMENC members \$5. Retired members free. National dues are \$89, which includes \$12 to the state organization. Concerns expressed about charging CMENC members, but registration includes 2 days plus lunch. Mike suggested getting a quote for a lounge room with refreshments at the student center.
 - *Proposal: Increase in registration fees for the conference, increase in honorariums to cover 8 areas. Evaluate plan after conference and see if we need to adjust for travel expenses. Judy H moved to accept committee recommendation, Peggy 2nd. **Voted and approved.**
2. Patricia C suggested Cynthia Haas come and present to the board about grant writing process.
3. Breakouts – conference, membership
4. Presenter forms need to be uploaded to the Yahoo group. Deborah suggested changing the name of the file to the presenter. Carrie suggested writing a detailed description of instructions for everyone to have so they can access information.
5. Recap of things to do:
 - *contact Rhonda Hawley
 - *develop online calendar
 - *Fill board positions
 - *Deborah will make a flyer for step-by-step instructions for joining yahoo group.
 - *Carrie & Robert – “Why Join?” article.
 - *Judy H & Shelly will work on membership brochure to send to all music teachers on why you should join.
 - *Paige will work on conference schedule and upload to yahoo group.
 - *Membership committee worked on updating the database. State database isn’t useful since it’s 2 years behind and cross-referenced wrong. Judy R is taking NW region and Judy H will take over SW region. **Send all updated lists to Delynne to compile and send to Mike.**Suggested Region Chairs be introduced at conferences so more data can

be obtained there. Also suggested contacting one person in each school district to send names and emails. Peggy asked for a copy of the update form to be sent to her to include with booth.

6. Conference committee: Has a new schedule. Keynote is on Thursday, as well as concert group, maybe 2 concerts. A lot is already filled in. Brainstorm on a theme hopefully concerning unity. Student concert will end with mass performance with choral kids in the audience. Suggestion of getting one of the state legislators to help out – Gilbert Baker, Gov. Beebe. Work on getting tv coverage of the student concert. Meme Hagers has been invited to be NW chair; Brian Fisher for corporate liaison. Robert Duke from University of TX at Austin has been invited to be keynote speaker. Discussed luncheon on both days just to feed clinicians. Thursday is the CMENC luncheon. Discussed possibility of luncheon being in hospitality room for exhibitors. Conference committee will probably meet again in August to wrap up details.
7. Discussion of social gathering. Jam Session away from campus. Patricia C suggested one of the publishers might host a reception. Paige will check out the Hilton Garden Inn for a lounge atmosphere. Jaree will call the publishers to see about sponsorship.
8. Plan on a January board meeting. Jan 9th, 2010 at Mike's church in NLR. Begin at noon. Move to donate \$50 to church – Judy R moved, Patricia 2nd. Voted and approved.
9. Communicate! Communicate! Communicate! Meeting is adjourned.