

**KMEA Board Meeting
June 8, 2013
Friends University, Wichita, Ks.**

AGENDA	DISCUSSION	FOLLOWUP
I. CALL TO ORDER		
	KMEA President Avian Bear called the Kansas Music Educators Association Board Meeting to order.	
II. APPROVAL OF MINUTES		
	Minutes from the February 21, 2013 board meeting were reviewed by all present. The following motion was made by Joel Gittle: <i>I move to approve the minutes from the February Board Meeting.</i> No discussion	The minutes are available to view on the KMEA website. The motion was seconded by Chad Coughlin. Motion passes unanimously.
III. INTRODUCTIONS AND ANNOUNCEMENTS		
III.A – The KMEA 2013-14 Board	President Avian welcomed the new voting members to the KMEA State Board. New members are Vesta-Jo Still, NW District President; Mark Gard, SE District President; Shawn Knopp, SC District President; Erika Clausing, SW District President (for Erica Fleeman); Billy Wicks, NAFME Collegiate President (from Baker University)	
III.B –Upcoming Events and Deadlines	President Avian highlighted the upcoming events and deadlines: <ol style="list-style-type: none"> 1. June 27-July 1–National Assembly, Washington, D.C. 2. July 11-13 – KCDA Convention, Topeka 3. July 18-20 – KBA Convention, Wichita <i>President Avian noted that this year is KBA’s 40th anniversary.</i> 4. August 1st – KMR Deadline 5. August 2-3 – August Board Meeting (Friends University) 6. September 14 – Southwestern Division Meeting, Oklahoma City 7. September 29-30 – KCOMTEP, Senseney Music & Wichita State 8. October 1st – Deadline Clinic Proposal Forms 9. October 1st – KMR Deadline for District President’s Article 10. October 1st – All KMEA Awards Dues to Craig Manteuffel 11. October 5th – 2014 ISW Scheduling Meeting ((Friends University) 12. October 27-30 – NAFME National Honor Ensembles at the 	

III.B – continued	<p>National Convention, Nashville, TN</p> <p><i>President Avian noted that Kansas has 27 students who have applied for the National Honor Ensembles and she is very excited to see how many Kansans will be selected.</i></p>
III.C – ISW 2014	<p>Nancy Ditmer, the current President of NAFME and Dr. Tim Lautzenheiser will be in attendance at the KMEA ISW. President Avian indicated that Dr. Tim was very sad he was unable to attend the convention last year, he and is very eager to return to Kansas for the 2014 ISW.</p>
III.D – NafME Music in Washington Week	<p>President Avian announced that the executive board has been in contact with five of the six Kansas legislators and has already scheduled two appointments. She noted that she is very excited to attend the awe-inspiring national assembly and meet with state presidents and executive directors from across the country.</p>
IV. KMEA BOARD REPORTS	
IV.A – Executive Committee	<p><i>Please go to the Board Book for the June Board Meeting to read all reports in full. Only new and or updated notes will be included in the minutes.</i></p> <ul style="list-style-type: none"> • President, <i>Avian Bear</i> – Report stands as written. President Avian expressed how very enjoyable it has been for her to meet people in her new position. • President-Elect, <i>Martha Gabel</i> – Report stands as written. President Elect Martha commented that she has learned a lot in the last few months and would like to say a special thank you to all those helping with the listening rooms. She noted that there 121 recordings this year. President Avian remarked that it has been a delight getting to know Martha, and she will be a great asset to the board. • Vice-President, <i>Craig Manteuffel</i> – Report stands as written. Vice President Craig commented that he is enjoying this new position as Vice President. He encouraged the board to go to the KMEA website to view the interview he did prior to visiting the Kennedy Center. He noted that it was distributed to all the MEA Presidents via NAFME. Troy commented that the video will be moved from the main page to the advocacy page in the near future. • Executive Director, <i>John Taylor</i> – Report stands as written. Dr. Taylor addressed the financial state of the organization. He reported that after the 2013 ISW, which was heavily impacted by the weather, he spent the next two weeks paying bills and balancing the books; he was happy to report that the organization was able to pay all bills due to the no-refund/no cancellation practices that KMEA employs. Dr. Taylor is requesting that the board vote to turn those practices into policy. He noted that KMEA is offering a 25% discount to any business who will return as an exhibitor to the 2014 ISW. He will

<p>IV. A –continued</p>	<p>not be asking for raises for any of the employees this year and noted what a great job all of the KMEA employees do for the organization. Dr. Taylor explained that KMEA has adjusted to functioning without the financial help of the Kansas Arts Commission, and he believes that he will be able to put as much as \$5000 toward the KMEA Fund this year, which will allow the fund to reach its 10 year goal in half the time. Dr. Taylor advised the board to not change the advertising rates for KMR for the coming year, although he would like to lower them in the future. He announced that all of the all-state conductors have been booked, and he encouraged the district presidents to share those with their membership. Dr. Taylor announced that KMEA has changed who handles its legal counsel, and he will be bringing new IRS forms before the KMEA board for approval. He also noted that the KMEA Hall of Fame will be undergoing a huge transformation, as it is completely digitized and presented via television screens placed all over the convention center at the 2014 ISW. He commended Bryan Kirk for his vision as the KMEA historian.</p>
<p>IV.B - Presidents</p>	<ul style="list-style-type: none"> • Northeast District President, <i>Chad Coughlin</i> – Report stands as written, with one correction. The NE board will meet on June 13, not June 11. Chad noted that this has been a solid year for the NE district. They had their mini convention at 3 different sights, due to the large size of the district, and the main topic of conversation and meetings has been the subject of redistricting. He noted that he put a survey online for teachers to express their views on that subject, and he has gathered a great deal of data from that. • Southeast District, <i>Mark Gard</i> – Report stands as written. Mark remarked that he is looking forward the job and staying on top of things. • North Central District, <i>Joel Gittle</i> – Report stands as written. Joel noted that their media database is also growing and getting more positive fine arts news out to the public. He mentioned that he has spoken with over 20 editors and has started a monthly column with some of them. He also noted the district is in good shape financially, and they will be confirming dates next week at their district meeting. • South Central District, <i>Shawn Knopp</i> – Shawn distributed his report. He thanked Gretchen Bixler for her work in editing the job descriptions for district workers. They are working to streamline the district audition process so that all components operate the same way. He commented that Bryan Kirk and Grant Whitcomb do a great job hosting the mini convention, and they are grateful to the Maize School District for providing the space.

IV.B - continued	<ul style="list-style-type: none"> • Northwest District, <i>Vesta Jo Still</i> – Report stands as written. Vesta Jo commented that her district is meeting on June 17th, and she looks forward to finalizing clinicians and improving communication. • Southwest District, <i>Erika Clausing</i> – Report stands as written. Erika noted a change in that the elementary festival will be January 25, not January 18. President Avian thanked Erika for stepping back in after Erica Fleeman left the district. • NafME Collegiate, <i>Billy Wicks</i> – Report stands as written. Billy corrected his report in that Marcia Neel will be the speaker at KCOMTEP. He also added that he was able to attend the National ACDA convention in Dallas this year. He noted that he is working with chapters to revamp the website and make sure everything is correct. Dr. Taylor thanked Senseney Music for stepping in and assisting with KCOMTEP by giving free clinic sessions and dinner to the college students.
IV.C – Administrative Personnel	<ul style="list-style-type: none"> • Advertising Manger KMR, <i>Robert Lee</i> – Robert made the following changes to his report: The spring issue of KMR now has only \$620 outstanding, down from \$960. He also noted that he had over \$200 coming in that day. He has been in contact with all advertisers who still owe money. He commented that he is still trying to convince some advertisers who were long-time print advertisers to buy space in the online journal. Troy Johnson commented that, starting with the winter issue, he has tracked the number of times an advertisement is clicked. This information will be helpful in getting advertisers interested in buying space in the online journal. • Web & Technology Manager, <i>Troy Johnson</i> - Report stands as written. Troy highlighted the analytics in his report. He noted that the spikes in hits occur around the result postings of live auditions and the convention. He recommended that perhaps the site should contain more information geared toward students, since they are the ones on the website during those times. Troy also noted that the philosophy of the KMR staff has been to duplicate much of the information that is on the KMEA website during the convention. • All-State Manager, <i>Randy Fillmore</i> – Report stands as written. Randy noted that at the start of the 2013 convention, 75% of the all-state musicians were there, and by the end, 95% had arrived. Given the weather, Randy was very happy about this. He mentioned that there are several schools still owing money, and he is working to collect it. The audition dates for 2014 are January 11 and January 18 as the alternative date. He also highlighted the concert rotation schedule for the next four years. Randy mentioned there were a few issues with the audition process, and he is working them out with the

IV. C – continued	affiliate organizations. He is also working with a new company for the design and manufacturing of the three-year state medallions.
IV. D – Advisory Board	<ul style="list-style-type: none"> • Fund Manager, <i>Gayle McMillen</i> – Report stands as written • Festivals Committee, <i>Dana Hamant</i> – Dana distributed his report. He highlighted some discussion points from his meeting with the festivals committee. The board discussed changing the minimum number of participants in small ensembles with a conductor at regional/state festival. Dana also described the committee’s discussion of adding a state jazz festival. Early indications are that both KMEA and KSHSAA would be in support of this. Dana also explained the committee’s conversation about switching the 1234A dates with 456A dates to prevent so many ACT conflicts. The possibility of limiting the number of entrants that can be put with one accompanist at festival was also discussed because the huge numbers are making scheduling impossible for the festival managers. Dana asked KMEA if they would be supportive of forming a committee who could advise what could be addressed in an informational KSHSAA music manual online training session and a music adjudicator training session.
IV.E – Affiliate Members	<ul style="list-style-type: none"> • KCDA President, <i>David Gardner</i> - Report stands as written. David’s report was given by KCDA President-Elect, Laura VanLeeuwen. She highlighted that their convention is July 11-13, and they are very excited about the clinicians coming in. She also noted the Treble Chorus’s need for a larger rehearsal space at the ISW. • KASTA President, <i>Karen McGhee-Hensel</i> – Report stands as written. Karen’s report was given by Kathleen McCullough. Kathleen noted that the KASTA board has been surveying their membership about removing the memorization requirement at state festival. • KBA President, <i>Bill Thomas</i> – Report stands as written. Bill expressed his excitement over the summer convention and having Richard Saucedo in to work the middle level honor band. Bill also announced that the jazz chair, Craig Treinen, has approached KBA about reinstating the KBA Honor Jazz Band. Bill plans to determine the level of interest that college jazz directors would have in this before pursuing it further. He mentioned that it would allow more wind players to participate on the years that KASTA hosts the intercollegiate orchestra. • KMEK President, <i>Hannah Northerns</i> – Report stands as written. Hannah noted that KMEK selected 2 scholarship recipients for the

IV. E – continued	<p>WSU Kodaly Certification. She asked the district presidents to forward on the information sent out about the KMEK convention with guest clinician, David Frego. She mentioned that she is very impressed with the membership’s desire to become leaders in the organization.</p> <ul style="list-style-type: none"> • Kansas Orff President, <i>Linda Rohrer</i> – Linda highlighted KOAK’s two-day workshop coming in August. She expressed a desire to better serve western Kansas teachers, so they will continue to alternate the location of the workshop. 	
V. OLD BUSINESS		
V.A – Recording Submissions	President Avian reminded the board that entries are limited to two ensembles per KMEA member for submission and selection for performing ensembles at the February In-Service Workshop.	
V.B – new KMR Editor	President Avian announced that Steve Oare of Wichita State University will be the new KMR Editor.	
V.C – KMR Advertising Rates	Dr. Taylor advised the board to maintain the current advertising rates for the KMR.	
V.D – Northeast Redistricting	<p>Chad Coughlin reported on the survey that has been passed throughout the NE district redistricting subject. He described the questions on the survey and gave some general feedback to the board. There were 151 responses, and approximately 87% of those who responded saw a need to split the NE district. The other 5 district presidents commented that there has been largely supportive discussion in their respective districts about the idea of a split in the Northeast.</p> <p>The following motion was made by Chad Coughlin:</p> <p><i>I move that KMEA divide the Northeast District into two districts</i></p> <p>Chad commented that he feels confident making this motion and speaking on behalf on the entire NE District. He said he has asked for the membership’s comments and questions and has been very clear in his communication. He noted that if this motion passes, communication will continue to be a key throughout the long process of a split in the NE District.</p> <p>Dr. Taylor recommended that KMEA does not try to put a concrete timeline on the redistricting of the NE District. He emphasized how important it is that the</p>	<p>The motion was seconded by Shawn Knopp.</p> <p>Motion passes unanimously.</p> <p>.</p>

V.D – continued	split is done slowly and right; it will be a multi-step process, with each step affecting the next. President Avian commented that KMEA will take the next step of forming a committee that will gather data from other states who have split districts before. She emphasized the need to continually keep the membership informed of where KMEA is in this process.	
V.E – Other	None	
VI. NEW BUSINESS		
VI.A – KMEA Web Permission Form	<p>Dr. Taylor explained that the web permission form was passed in front of KMEA’s legal counsel, and the form will be signed to allow the visual and or aural presence on the KMEA website. This will allow KMEA to post recordings and pictures of performance groups from the convention.</p> <p>The following motion was made by Vesta Jo Still:</p> <p><i>I move that KMEA adopts the website broadcast release form as a presented.</i></p> <p>No discussion</p>	<p>The motion seconded by Mark Gard.</p> <p>Motion passes unanimously.</p>
VI.B – Career Pathway for Performing Arts	President Avian explained that this will be tabled till August when someone from KSDE can be in attendance at the meeting.	No action taken.
VI.C – Dual Applications in both Honor Choirs	President Avian noted that students may audition for the KCDA Treble Choir or the Middle Level Honor Choir, but not for both.	No action taken.
VI.D – Size Limit on Elementary Choir	Dr. Taylor explained that due to fire codes, the elementary choir has too many students participating, however they do not want to lower the number of students who participate, so he is exploring options of a different venue for the next ISW.	No action taken.
VI.E – Electronic Voting for Next President-Elect	Troy explained that in order for electronic voting to work, KMEA needs to have a real-time list of its membership. This would require the API from NAFME, allowing the KMEA website to access information from NAFME’s website. Dr. Taylor commented that there is the option of printing a static list and setting a deadline for registration to NAFME membership in order to vote online. Everyone who missed that date could still vote at the convention.	No action taken.

VI.F – Communication Rolodex	Troy explained again that the rolodex would be a list of KMEA members and non-members. It would function as the most important database on the website as it would drive the registration processes at the district and state level. The rolodex would have the ability for members to edit their own contact information and teaching position. Troy noted that his biggest concern is the rate limit; it is currently locked on 1000/hour and the current KMEA newsletter has over 1200 people. Troy is looking at September as the tentative start date and stated that the next step will be to populate it so it can serve its full purpose. Avian commented that this rolodex has and will attract national attention, and she is thankful for the wonderful things Troy is doing with the website.	No action taken.
VI.G –ML choir Entry Deadline Clarification	Randy Fillmore explained that it would be better for ML Choir to have a participation registration deadline, but not a check post-mark deadline because of the nature of schools’ request for payment procedures and how long they can take. Randy said he will take care of sending all invoices once he receives a list of where to send them.	No action taken.
VI.H – Special Needs Advisory Chair	<p>President Avian expressed her desire to create a Special Needs Chair on the Advisory Board. She hopes the chair could assist and advise schools that do not have access to an expert in teaching special children. She commented on how much music can affect the lives of all children, especially those with special needs. She also noted that it is a part of the strategic plan to provide special needs resources to teachers, and this is one way that can happen.</p> <p>The following motion was made by Billy Wicks:</p> <p><i>I move that KMEA create a Special Needs Chair to serve on the Advisory Board.</i></p> <p>No discussion</p>	<p>The motion was seconded by Vesta Jo Still.</p> <p>Motion passes unanimously.</p>
VI. I Parent Advocacy Group	Vice President Craig explained that some other states have begun putting together parent advocate organizations. There is an existing model of one in Indiana. He noted that legislators listen to parents and they are the best advocates when they are organized. He volunteered to gather more information about how to start and organize the group and bring it back to the August board meeting.	No action taken.

VI.J – Master Teacher Videos on KMR	President Avian noted that she will coming back in August asking board members for suggestions of great teachers in their respective districts who might be willing to create a master teacher video. These videos would serve as models for other teachers and could be a great resource for those who would otherwise have to travel great distances to see others teach.	No action taken.
VI. K - Adopt Strategic Plan	<p>President Avian thanked everyone who came together to create the strategic plan earlier this year. She said she is very excited about how the board can move forward together to promote music education for Kansas teachers and students.</p> <p>The following motion was made by Joel Gittle:</p> <p><i>I move that KMEA adopts the 2013-2015 Strategic Plan.</i></p> <p>No discussion</p>	<p>The motion was seconded by Chad Coughlin.</p> <p>Motion passes unanimously.</p>
VI. L - Conflict of Interest form	<p>The following motion was made by Mark Gard:</p> <p><i>I move that all KMEA voting board members be required to sign the conflict of interest form annually.</i></p> <p>No discussion</p>	<p>The motion was seconded by Erika Clausing</p> <p>Motion passes unanimously</p>
VI. M. – Whistle Blower Form	<p>The following motion was made by Erika Clausing:</p> <p><i>I move that all KMEA voting board members be required to sign the Whistleblower Policy form annually.</i></p> <p>No discussion</p>	<p>The motion was seconded by Vesta Jo Still</p> <p>Motion passes unanimously.</p>
VI. N. – Act of God	<p>The following motion was made by Chad Coughlin:</p> <p><i>I move that KMEA adopt the following policy for the In-service Workshop: KMEA will not refund fees or registration paid to KMEA for participation in the annual In-Service Workshop due to non-attendance of an ISW registrant caused by an Act-of-God. An Act-of-God is deemed to include inclement weather, fire, emergency facility incapacity, or any other even resulting in limited or cancelled participation of the ISW by the attendee. Exceptions to this policy, although not normally granted, may be approved by a majority vote of the KMEA Executive Committee.</i></p>	<p>The motion was seconded by Joel Gittle.</p> <p>Motion passes</p>

VI. N – continued	No discussion	unanimously.
VI. O – Raise Elementary Chair reimbursement to a national convention	<p>The following motion was made by Erika Clausing:</p> <p><i>I move that KMEA raise the reimbursement from \$500 to \$700 for the elementary chair to attend a national elementary meeting.</i></p> <p>No discussion</p>	<p>The motion was seconded by Billy Wicks</p> <p>Motion passes unanimously.</p>
VII. RECAP AND ADJOURNMENT		
VII. Recap and Adjournment	As there was no other issues brought before the Board at this time, it was moved by Joel Gittle to adjourn the June 2013 KMEA Board Meeting. Chad Coughlin seconded the motion. Motion passes unanimously.	