

**KMEA Board Meeting  
June 7, 2014  
Friends University, Wichita, Ks.**

AGENDA	DISCUSSION	FOLLOWUP
I. Call to Order	President Avian Bear called the Kansas Music Educators Association Board Meeting to order.	
II. Approval of Minutes	<p>Minutes from the February 2014 board meeting were reviewed by all present.</p> <p>The following motion was made by Mark Gard:</p> <p><i>I move to approve the minutes from the February Board Meeting.</i></p> <p>No discussion</p>	<p>The minutes are available to view on the KMEA website.</p> <p>The motion was seconded by Shawn Knopp</p> <p>Motion passes unanimously.</p>
III. Introductions and Announcements	<p>President Avian made the following introductions:</p> <ul style="list-style-type: none"> <li>• Lynn Unruh, SW District President</li> <li>• Curtis Mulvenon, NE District President</li> <li>• Bob Haselhuhn, NC District President, who could not be present; Joel Gittle filled in for him</li> <li>• Erin Funk, NAFME Collegiate President (KU)</li> </ul> <p>President Avian noted the following events and deadlines:</p> <ul style="list-style-type: none"> <li>• June 26-30 – National Assembly, Tysons Corner, VA</li> <li>• July 10-12 – KCDA Convention, Topeka</li> <li>• July 17-19 – KBA Convention, Wichita</li> <li>• July 25-26 – KMEA Board Meeting (Friends University)</li> <li>• August 1 – KMR Deadline</li> <li>• September 28-29 – KCOMTEPS, Senseney Music &amp; Wichita State</li> <li>• October 1 – Deadline Clinic Proposal Forms</li> <li>• October 1 – KMR Deadline for District Presidents' Articles</li> <li>• October 1 – All KMEA Awards due to Craig Manteuffel</li> <li>• October 4 – 2015 ISW Scheduling Meeting (Friends University)</li> <li>• October 26-29 – NAFME National Honor Ensembles at the National Convention, Nashville, TN</li> <li>• November 15-16 – Southwestern Division Meeting, Oklahoma City</li> </ul> <p>President Avian announced that James South, SW Division President will be in attendance at the 2015 KMEA ISW; the President's Concert will present the "Boston Brass"</p>	

<p>III. Introductions and Announcements (continued)</p>	<p>President Avian discussed the Music in Washington Week. She noted that the presidents, along with Dr. Taylor, Mike Quilling, and Erin Funk would be traveling to D. C. to visit with the Kansas Senators and Representatives. She expressed her gratitude to the affiliate organization for helping make Kansas a strong state for music education; she mentioned this makes Kansas different from many other states' MEAs who do not have a close working relationship with their affiliates.</p>
<p><b>IV. KMEA BOARD REPORTS</b></p>	
<p>IV. a – Executive Council</p>	<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"> <li>• President, <i>Avian Bear</i> – Report stands as written. President Avian noted the date correction of the Southwest Division Meeting. She commented how much she has enjoyed going to the KSHSAA board meetings, which are interesting and very informative. She brought to the KSHSAA board the request by KASTA to remove the memorization requirement from the state solo festival, and she will have an answer in the coming weeks. Avian also mentioned that she has not yet been able to fill two advisory board positions: General Music Society and SMTE.</li> <li>• President-Elect, <i>Martha Gabel</i> – Report stands as written. President Elect Martha commented on the phenomenal job that Avian did representing KMEA at the KSHSAA board meeting. She noted that she has been receiving applications and recordings for performance groups at the ISW and expressed her appreciation to all involved in organizing the listening rooms</li> <li>• Vice President, <i>Craig Manteuffel</i> – Report stands as written. Vice President Craig added that the Facebook, “Call to A.R.M.S.,” page is up to 1836 members. He announced a goal of reaching 2000 by the end of summer. Craig also noted the October 1 deadline for awards and articles.</li> <li>• Executive Director, <i>John Taylor</i> – Report stands as written. Dr. Taylor noted some additions to his report. Everything is booked for 2015 ISW, including hotels and all building. He has signed 2017 contracts at both the Hyatt and Century II. There are some groups that are moving around this year, such as the ACDA choir and the 1234A band. Dr. Taylor announced that there will be a bank of laptops available at the ISW for onsite registration and for online voting. He explained some the plans for the remodeling of Century II and how that might positively affect the ISW. He noted that, financially, the organization is doing well and will end the year with money in the bank. He plans to move \$10,000 into reserve, splitting between the emergency fund and the KMEA fund. Dr. Taylor will</li> </ul>

<p>IV. a – Executive Council (continued)</p>	<p>attend the executive director’s meeting in D.C, where he can gain valuable information from executive directors of MEAs across the nation. He mentioned the success they are having with gathering the 6 district executive directors twice a year and giving them opportunities to meet with the KMEA CPA and legal counsel. Dr. Taylor thanked Troy Johnson and Bryan Kirk for the continued work on the Hall of Fame. He gave permission to Randy Fillmore to purchase sets of audition music for each instrument for the live auditions. He also expanded on an idea for an all-state parents event, which would be a small clinic, just for parents, to bolster advocacy efforts and maintain the support that music receives from those parents. He noted that staff evaluations were done at June board meeting and thanked the executive committee for doing that.</p>
<p>IV.b – Presidents</p>	<ul style="list-style-type: none"> <li>• Northeast District President, <i>Curtis Mulvenon</i> – Report stands as written. Curtis mentioned that the NE District is currently without an advocacy chair, and that he is working with Chad Coughlin on distributing information to his membership about the NE District split</li> <li>• Southeast District, <i>Mark Gard</i> – Report stands as written. Mark added that he is looking for a new ML band chair and looking at moving the mini convention to Pittsburg State once their new fine arts center is built.</li> <li>• North Central District, <i>Bob Haselhuhn</i> – (report given by Joel Gittle) Joel noted that the district is financially solvent and that their annual summer meeting is coming up, where he will work with Bob on moving forward in the NC District.</li> <li>• South Central District, <i>Shawn Knopp</i> – Report stands as written. Shawn added that the SC District has moved to having Troy Johnson manage their website. Troy mentioned that the transition was smooth due to Jeff’s work on the old website. Shawn also announced that the SC District is looking for a new place to host the mini convention in Wichita, due to calendar issues.</li> <li>• Northwest District, <i>Vesta Jo Still</i>– Report stands as written. Vesta Jo called attention to her report about Randy Sauer, who won an award for his children’s song this year. Dr. Taylor suggested he do a clinic at the ISW about children’s music composition.</li> <li>• Southwest District, <i>Lynn Unruh</i> – Report stands as written. Lynn commented that she is learning a lot about KMEA processes.</li> <li>• NAFME Collegiate, <i>Erin Funk</i> – Report stands as written. Erin noted that she worked on updating the contact list and that a few chapters</li> </ul>

IV.b – Presidents (continued)	<p>have gone inactive and some have just been established this year. She thanked the board for sending her to participate in collegiate events in D.C. Avian commented that the college students have a one year term, which make little to no time for training. She thanked Billy for helping Erin with the transition.</p>
IV. c – Administrative Personnel	<ul style="list-style-type: none"> <li>• Festival Ensembles Manager, <i>Randy Fillmore</i> – Report stands as written. Randy corrected the 2017 rotation of performance groups and announced he has a suggested rotation complete for all the years up to 2025. He introduced the ensemble chairs to the board and thanked them for their service. Randy also explained that he is in the process of writing guidelines for all the state auditions in order to make things more consistent from year to year. Justin Love described the issue that the band came across was deciding how many octaves all instruments can do of specific scales, as it varies so much from one instrument to another. Justin also suggested a change to the process of re-auditioning students once they arrive at the ISW. He proposed that instead of using the time to re-audition, students should have sectionals that would help better prepare them for the conductor.</li> <li>• KMR Editor, <i>Steve Oare</i> – Report stands as written. Steve elaborated about the meeting of the KMR staff. He asked the board’s opinion on the distribution of a survey about the KMR. He explained that they are seeking ways to expand the readership.</li> <li>• Advertising Manager, <i>Robert Lee</i> – Robert submitted new numbers as of June 6, 2014. He noted that almost all bills are paid and brought a concern about dissatisfied advertisers to the board. He proposed changing the current layout of the ad options so that there is only one ad position in the KMR with one cost. He commented that if KMEA can maintain roughly the same number of advertisers, the KMR can maintain their current financial status under this new advertising plan. He noted that he believes many advertisers chose to buy space in the online KMR because they believe in the work KMEA does, regardless of the number of hits they get on their website.</li> <li>• Web &amp; Technology Manager, <i>Troy Johnson</i>, - Report stands as written. Troy described the process by which he can gain information about membership in migrating it from the NafME site. He is using this information for the assembling of the KMEA Rolodex. Troy elaborated on his development of a membership password as a way to force authentication of the members before they can vote online for KMEA President-Elect or any other election. He also expanded on his work with Elastic Mail, a service KMEA is using to allow for larger rate limits in email distribution.</li> </ul>

<p>IV. c – Administrative Personnel (continued)</p>	<p>Troy explained that domain names for all 6 districts are still available, and recommended that all 6 districts use a different Twitter handle for information that pertains only to each district.</p> <ul style="list-style-type: none"> <li>• ISW Exhibit Manager, <i>Dana Hamant</i> – Report stands as written. Dana commented that the exhibits are near capacity for the room. He announced plans for tripod signs with maps of the layout of exhibitors to aid in finding specific booths.</li> </ul>
<p>IV.d KMEA Advisory Board</p>	<ul style="list-style-type: none"> <li>• Festivals, <i>Dana Hamant</i> – Report stands as written. Dana reported that the KSHSAA judges’ training is in the development stages. He discussed a script that will be used for a session at the ISW; it will be filmed and go online. They have selected a panel of expert teachers who will listen to selected recordings and discuss how they would adjudicate those groups in a festival situation. He expressed hope that this will give people training who might otherwise feel unqualified to judge. Dana also anticipates eventually developing a solo and ensemble judges’ training video in the future.</li> </ul>
<p>IV.e – Affiliate Organizations</p>	<ul style="list-style-type: none"> <li>• KCDA, <i>Laura VanLeeuwen</i> – Report stands as written. Laura noted that their convention is July 10-12 at Ramada for the 4<sup>th</sup> time. She announced that KCDA is trying something new in inviting back 17 Harry Robert Wilson award winners to discuss choral music and strategies and reminisce.</li> <li>• KBA, <i>Dennis Kerr</i> – Report stands as written. (report given by Courtney Williams) Courtney announced that the KBA Summer Convention is July 16-19 at the Marriott. She noted that Michael Map will be taking over as intercollegiate band coordinator.</li> <li>• KASTA, <i>Eric Crawford</i> – Report stands as written. Eric pointed out one change; the new President-Elect is Brigid Mayer from Olathe East. He acknowledged the 2014 award winners, and is looking forward to continuing with the solo competition. Eric noted that the Intercollegiate Orchestra was this year, and it was great. There is some question as to whether it will continue in the future, due to lack of buy-in from college strings teachers. Avian commented that she very much sees the merit in an intercollegiate orchestra and hopes KASTA will continue to sponsor it.</li> <li>• KMEK, <i>Hannah Northerns</i> – Report stands as written. (report given by Lindsay Jervis) Lindsay announced that this is the 10<sup>th</sup> year of certification program at WSU, and they have 3 scholarships given to a teacher at each level. In 2015 KMEK will host the Midwest OAKE conference in October.</li> <li>• Kansas Orff, <i>Linda Rohrer</i> – Report stands as written. (report given by Greg Gooden) Greg reported that there will be Level 2</li> </ul>

IV.e – Affiliate Organizations (continued)	certification at Baker this year. He noted that the national conference is November 6-8 in Nashville, and they will give level 2 scholarships. Beginning in January, they will begin using local clinicians in an effort to showcase some of their talented teachers in the area. Greg also noted that they are looking at changing some procedures to policies, and thanked KMEA for their support.
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**V. OLD BUSINESS**

V. a – KMR Advertising Rates	<p>Based on the KMR presentation on advertisers, finances, and goals for the future, Bob Lee recommended an advertising rate change for the Kansas Music Review.</p> <p>The following motion was made by Vesta Jo Still:</p> <p><i>I move that the Kansas Music Review (KMR) advertising positions 2 and 3 be eliminated and the rate for the position 1 be lowered to \$150. The six KMEA affiliates (KBA, KASTA, KMEK, KOC, KCDA, and KMTA) may advertise at the rate of \$100.</i></p> <p>Following discussion, the following amendment was made by Mark Gard:</p> <p><i>I move to amend the motion, now reading: I move that the Kansas Music Review (KMR) advertising positions 2 and 3 be eliminated and the rate for the position one be lowered to \$150/issue. The six KMEA affiliates (KBA, KASTA, KMEK, KOC, KCDA, and KMTA) may advertise at the rate of \$100/issue.</i></p> <p>The new motion was voted on as amended</p> <p>No discussion</p>	<p>The motion was seconded by Mark Gard</p> <p>The motion for amendment was seconded by Shawn Knopp</p> <p>Motion for amendment passes unanimously</p> <p>Motion passes unanimously</p>
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V. b – NE District Split Committee Recommendation	<p>Chad Coughlin, the NE District Split Committee Chair shared about the processes of the committee in the last few months. He explained that the committee tried to focus on the task of finding the most equitable way of splitting the district, in terms of number of teachers and number of students. He noted that his committee included teachers in all content areas, at all age levels, and from all different sizes of schools (1-6A) He explained that the committee tried to divide the district in a way that would not inhibit the two new districts from doing what they want to do. Chad explained that they wanted to keep the districts geographically together and</p>
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V. b – NE District Split Committee Recommendation (continued)	considered KMEA membership, student numbers, geography, and school size. There were some concerns brought up about a socio-economic split; Chad asserted that they do not want any kind of elitism in either district and that the committee unanimously agreed upon the recommendation for the county breakdown. Chad presented the proposed split via map to the board. Dr. Taylor recommended that the NE District make this proposed split available to the membership for their input, and this will be brought up for a vote of approval in August. Avian thanked Chad and his committee for their tireless work thus far in this split of the NE district.	
V. c – Revisit Year Two of the Strategic Plan	President Avian discussed the progress to the strategic plan. She noted that the advocacy group has done a lot of work and that last summer KMEA established the special needs co-chairs. Avian commented that the leadership needs to put more focus toward reaching out to retired members and some minor changes to the website. She also wants to continue work to reach out to new teachers/ college students and the efforts toward developing master teacher videos.	
V. d – other	None	
<b>VI. NEW BUSINESS</b>		
VI. a – Exhibits Registration/ Badges	<p>Dr. Taylor described an issue with teachers using free badges to gain access to the ISW without paying NAFME dues or KMEA ISW registration fees. He explained that badges are provided for people who are there to work the ISW in the booths primarily. He explained that these badges are intended for people such as secretaries from schools, grad assistants, or adjunct faculty; it is not for full time music teachers who do not want to pay for the ISW. Dr. Taylor requested that the board approve a policy that makes the badges unavailable to any full time music teachers in P-12 or colleges.</p> <p>The following motion was made by Erin Funk:</p> <p><i>I move that exhibitors at the ISW may not request badges for people who are full time music educators in p-12 schools or college/ universities. Part-time school employees and full-time employees outside of music may use exhibitors' badges (e.g. adjunct faculty, admissions staff, clerical staff, professors from departments other than music etc.)</i></p> <p>No discussion</p>	<p>The motion was seconded by Curtis Mulvenon</p> <p>Motion passes unanimously</p>
VI. b – ML Choir Late Audition Fees	Erin Buffum requested that the board consider allowing the ML Choir to have multiple payment participation deadlines following the selection of those students to the ML Choir. A concern over the small window of	

	<p>time between selection of the choir and when money was due was brought to the board, with the concern that students not be punished for adults missing deadlines.</p> <p>The following motion was made by Lynn Unruh</p> <p><i>I move that the All-State Middle-level Choir participation fee post mark deadline be moved to a date approximately four weeks after judging is completed to give school districts more time for processing payment. Deadlines may be adjusted as needed upon approval of executive council.</i></p> <p>Following discussion, the following amendment was made by Vesta Jo Still:</p> <p><i>I move to amend the motion, now reading: I move that the All-State Middle-level Choir participation fee post mark deadline be moved to a date approximately four weeks after judging is completed to give school districts more time for processing payment. Deadlines may be adjusted as needed upon approval of the Middle-Level Choir Chair in collaboration with the All-State Manger.</i></p> <p>The new motion was voted on, as amended.</p> <p>No discussion</p>	<p>The motion was seconded by Curtis Mulvenon</p> <p>The motion for amendment was seconded by Mark Gard</p> <p>Motion for amendment passes unanimously.</p> <p>Motion passes unanimously</p>
<p>VI. c – Term of office for NAFME Collegiate President</p>	<p>President Avian expressed concern for the NAFME Collegiate representative on the KMEA board. She explained that because it is a one year position with no time to act as “president-elect,” the student must jump in and figure it out as he/she goes along. Avian asked NAFME Collegiate President, Erin to bring the discussion of a 2 year term to the collegiate membership. Mary Rose Biltz commented that it might be hard to get underclassmen to be willing to serve a 2 year term and concern that some might drop their major during that time. Erin discussed the possibility of the Collegiate President Term not actually starting till June or August board meeting so that the newly elected</p>	<p>This item was tabled until the August Board Meeting</p>



	<p>person might have from February until the summer to learn more about the position and watch the current president plan the first board meeting in June.</p> <p>No action taken</p>	
VI. d – KMEA President’s division of responsibility for non completed term	<p>President Avian discussed the necessity of delineating the responsibilities of the KMEA President in the event that he/she cannot complete his/her term. She suggested that if a president leaves office during his/her first year, the vice-president would take the president’s responsibilities the first year and the president elect would become the president and take the responsibilities the second year.</p> <p>The following motion was made by Vesta Jo Still</p> <p><i>I move that KMEA propose a change to the by-laws to split duties of an unfulfilled KMEA presidential term between the vice-president and president-elect.</i></p> <p>No discussion</p>	<p>The motion was seconded by Lynn Unruh</p> <p>Motion passes unanimously.</p>
VI. e – Conflict of Interest Form	<p>Dr. Taylor explained that all voting members must sign the Conflict of Interest Form so that if an issue comes to the board that might financially benefit a voting member, they can recuse his/herself from the vote.</p>	<p>No action taken</p>
VI. f – Whistle Blower Form	<p>Dr. Taylor explained the Whistle Blower Form must be signed by all voting members because it protects them in the event they “blow the whistle” on any unethical or illegal behavior.</p>	<p>No action taken</p>
VI. g - Other	<p>None</p>	
<b>VII. RECAP AND ADJOURNMENT</b>		
VIII. Recap and Adjournment	<p>Upcoming Board Meetings</p> <ul style="list-style-type: none"> <li>• July 25-26, 2013, Friends University, Wichita</li> </ul> <p>As there were no other issues brought before the Board at this time, it was moved by Vesta Jo Still to adjourn the June 2014 KMEA Board Meeting. The motion was seconded Erin Funk. Motion passes unanimously.</p>	