

NCMTA Executive Board Meeting Minutes

Saturday January 20, 2018

11:00 a.m. Isabella Cannon Room
Center for the Arts, Elon University

Please note that written reports submitted prior to the meeting are included here and that motions are underlined and in bold font. Vicky Fischer read partial reports of those not present. Actual discussions at the meeting are in italics and marked with **.

I. **Call to Order and Roll Call:** Meeting called to order by President Vicky Fischer at 11:05 a.m. with all members introducing themselves and their position on the board.

II. **Approval of the Agenda:** There were no objections to the agenda.

III. **Approval of the Minutes from October 5, 2017 NCMTA Board Meeting . Motion made to approve:** Kent Lyman moved and Diane Higgins seconded.

IV. Executive Officer Reports:

a. President: Vicky Fischer

- Establishing the 2017-19 Board of Directors: all the position have been filled! Welcome and thank you to all the new and returning board members! I've talked to most of the board to connect, learn about current issues with each area, and establish our strategies for communication. We have lots to think about!
- Planned, collected and distributed reports for this first Board of Directors meeting of the 2017-19 Board in the Isabella Cannon Room, Center for the Arts, Elon University. Our schedule on Saturday, Jan 20:
 - 10:00 a.m. Finance Committee
 - 11:00 a.m. Full Board meeting
 - (Lunch break 12:00-1:00)
- 2:00 (?) Short meeting of those interested in discussing issues of performance festival
 - Website revisions: I've been going through the website with a fine-toothed comb, and working with our webmaster Carolyn Bryan to get our website up to date. It will require response from several board members to submit updated information, so I'm hoping we can work together to achieve this by the end of January, as well as establish a protocol for keeping it up to date.
 - Sent the December email blast and am preparing one for January.
 - I joined Jeanine Skinner, our conference chair and Pres-Elect, for a site visit to UNCSA, next year's venue, hosted by Allison Gagnon and Dmitri Shteinberg.
 - I have worked with Jeanine and Kerry Carlin to lay the groundwork to secure venues for the next several conferences. We are tentatively booked through 2020.
 - I just got back from the Southern Division competitions at Liberty College in Lynchburg, Va. NC had 2 winners, 3 Alternates, and several Honorable Mentions---Hoorah! Please see the NC results at the bottom of this report.
 - We had a scare in early December---we were scammed, or at least the attempt was made. Thanks to the quick and decisive actions of our clever Treasurer Denise Pugliese, we did not lose any money. But I'd like to alert everyone to the event because we need to be aware that it's going on---Please do not ever request or make any kind of money transaction without confirming through a separate phone call or text that the party at the other end is indeed one of us!

***Vicky Fischer highlighted that we had an email fraud event recently and the website email is not secure. She suggests confirming personally by phone or personal email to Denise Pugliese (Treasurer) any transactions with NCMTA funds.*

- I encourage you to consider attending the national Conference in Buena Vista Springs (Orlando), Florida in March. The national office sent this promotional notice with logo and pr materials, which you can access at <http://www.mtna.org/Secured/Active/Conference/Promote.aspx> Please talk it up!
- We WILL be sponsoring a Gala table at the national conference---I'll be there---who will join me?
- Do we want to be represented in the State raffle at the national conference? If so, how should we proceed?

***It was decided we would be represented in the State raffle. Please give any suggestions for items to Vicky.*

- Spring BOD meeting date and venue? Our next meeting is tentatively set for April 28 at 11:00 a.m. at our conference site, University of North Carolina School of the Arts in Winston-Salem, NC.

b. **President-Elect:** Jeanine Skinner reported the following:

1. Vicky and I scheduled a campus visit to UNCSCA in mid-November. There, we met with our local host chair, Allison Gagnon, to tour the campus and discuss general aspects of the impending conference. We were delighted by the openness, the outstanding facilities and the creative possibilities. Allison is going to be an amazing liaison to the school. Vicky has provided limitless guidance.
2. In addition, with support from Kerry Carlin and Victoria Fischer Faw, I have sent emails of inquiry and received affirmation for venue locations for conferences that are being developed for the near future.
3. In early December, Tonya Kirk and I met in Durham to discuss strategies related to our conference concert artist, budget considerations, and the direction that we wanted to take with a guest pedagogue. We continued to maintain contact as we developed emails and invitations for our guests.
4. Thus far, we have confirmations on our concert artist and our conference pedagogy headliner. Mark Blickenstaff will be our pedagogue for the conference and our concert artist will be Jeffery Biegel .
5. I continue to develop strategies, a possible theme, timeline for accomplishing goals, develop an understanding of the budget and to proceed with fundamental activities such as securing a certificate of insurance from MTNA, filing an official request form for UNCSCA facilities, reviewing menu choices from the schools caterers, and the like.

***The next NCMTA Conference will be held Oct. 10-14, 2018 at UNCSCA. Jeanine welcomes ideas to perhaps wrap the conference around a theme. The State Competitions will be held on site at the conference this coming year.*

***Also sites tentatively scheduled in the future are: 2019 Western Carolina University, 2020 Eastern Carolina University, and 2021 University of North Carolina at Wilmington.*

c. **VP/Membership:** Akiko Yamazaki reported the following:

Current NCMTA Membership as of January 2018: 521/78 certified
NCMTA Membership September 2017: 490, Winter 2017: 531/89 certified
NCMTA Membership October 2016: 502, Winter 2016: 499/84 certified

- The membership form continues to be consistently utilized by interested visitors to the website. She will be sure the links on the website are updated.
- E-blasts from the President, as well as other communications, have been distributed to membership.

d. VP/MTNA Foundation: Dylan Savage reported the following:

As VP Foundation: I will continue to refine the new envelop donation system. This year, I will enclose detailed instructions on all the donation options/procedures along with the envelopes to help streamline the process even more. After listening to lectures, performances, and workshops all day long, the last thing anyone wants to do is listen to more details.

As to the donations themselves: we did quite well this year with almost 1K given (from both state and national-directed donations). For comparison, the 2016 conference total was \$1050.00 and the 2017 total was \$988.00 -- that is especially good considering that we had only 28 people donating in 2017 compared to 39 in 2016. The drop in the number of people making donations was due, in no small part, to having the 2017 conference on the far side of the state.

d. Treasurer: Denise Pugliese

***Denise explained that the past treasurer used a spreadsheet to record all of the financial records for NCMTA. Denise has recreated everything now on QuickBooks so some of the categories on the budget are incomplete. The profit and loss statement shows a loss right now, but it should not once all registration fees are entered.*

***Margaret Fontiveros questioned why there was not a voice section on the budget. Denise asked Margaret to send to her an estimate of the voice registrations for this coming year. Margaret wants registration fees to cover judge fees for the voice competition.*

***Diane Higgins brought to our attention that MTNA Auditions (page 2 of budget) should not be on the budget since it is not paid out of the checking account.*

***Kerry Carlin made a motion to approve the budget with the understanding that it will be fashioned according to past budgets, however, he rescinded his motion. It was decided to table the discussion until Denise has time to make these corrections and she will bring a revised budget to approve at the April meeting.*

e. Secretary: Ravonda Mormann

Her report was the minutes from Oct 2017 meeting recorded by Debra Heath.

f. Past President: Kerry Carlin

***Charles Bath passed away recently. The address to send condolences is 1304 Oakview Dr. Greenville, NC 27858.*

***Committees that were previously formed under Kerry's leadership are now dissolved.*

V. Board of Directors Reports

MTNA Competition Chair: Kent Lyman/Kerry Carlin

The 2017 NC MTNA Competitions took place on Friday and Saturday, October 27/28, 2017

at Meredith College in Raleigh. Local Chair was Kent Lyman, who did an extraordinary job of arranging for the competitions, especially considering that he was out of the country for the month of October and much of his work had to be done from Korea. Competition coordinators were Brad Hunnicutt, Junior Division; Kent Lyman, with Lindsay Tomczak as acting coordinator on the day of the competition, Senior Division; and Cynthia Lawing, Young Artist Division. All ran smoothly, thanks to these coordinators and an excellent roster of judges. The number of entries in each category were:

Junior

Piano 15

Strings 8

Senior

Piano 26

Strings 10

Woodwinds 6

Young Artist

Piano 8

Strings 3

Woodwinds 3

Total Entries: 84

***Kerry Carlin compiled a summary of data regarding NC MTNA Competitions. 2017 saw an increase in participation but that is probably due to the location and that it was on Saturday. He encouraged us to promote more Senior Duet participants as well as the Young Artist Chamber music level. North Carolina had 1 entry this year in Chamber music.*

In addition, there were representatives (single entries) in junior woodwind, senior brass, senior piano duet, young artist voice and chamber music winds. Representatives are automatically moved on to the Division Competitions.

You have received the results of the competitions in a previous email (thanks, Akiko, for distributing that information to the membership), but I am attaching that report to this email as well for you to review at this time. The Southern Division Competitions take place January 12, 2018, at Liberty University in Lynchburg, VA. We wish all of our state winners the best as they proceed to the next level.

And two major points in regard to the NC MTNA Competition:

1. I am very pleased that Kent Lyman has agreed to be Competition Chair for the 2017-2019 biennium. I know that with his incredible work ethic and attention to detail Kent will do a fine job of this. I hope that he will enjoy the connections that he makes with the contestants, their parents and their teachers as much as I did in my five years in this position.

2. In the May 2017 NC Board of Directors meeting we made the decision to restore the NC MTNA Competitions to the time of the NCMTA Conference. I feel that this was an important decision since we were experiencing some negative feedback from potential host schools that were less enthusiastic about hosting future NCMTA conferences without the competitions attached to the event. Presumably the competitions will be scheduled on the Friday of the conference as in the past.

FROM KENT, 2018-19 Competition Chair

My first priority will be to identify judges for the competitions scheduled to be held at the time of the NCMTA Conference at UNCSA, on October 11-14, 2018. I will appreciate suggestions from anyone on how to make this process as smooth as possible. Many of you have seen the announcement of winners at Southern Division, and North Carolina was well represented amongst the winners, alternates and honorable mentions.

WEBMASTER (Carolyn Bryan)(Not Present)

Many thanks to those who regularly submit information to keep each section of the website up to date. If you see out of date information please submit updates or let me know what can be edited.

A few guidelines for submission of updates:

- Be specific about updates.
- Provide information that is typed and ready to be uploaded to the website either in an email text, word document, jpg, or pdf file.
- Include which website page you want the information posted on and if any text should be replaced or deleted.
- If you have changes to be made in a pdf or word document, resend the file with the changes already made. I do not keep copies of files once I have uploaded them to the site.
- Please plan ahead and allow 1-2 weeks for website updates to be posted. I will confirm by email when the updates are posted online. If there are time sensitive updates, please let me know in your email.
- I plan to include a photo for each board member on the leadership page. Please submit a 2x3 or 4x6 (vertical/ portrait orientation) photo of yourself to include on the leadership page to webmaster@ncmta.org. Images may be cropped slightly to make sure they are all the same size

*** Guidelines from Webmaster for submissions. Vicky highlighted submissions need to be an exact copy of what you want Carolyn to post. Include the page number, length, and be sure it is super clear.*

MTNA CERTIFICATION (Eden Esters Brown)

The following three members are in process of achieving MTNA certification:

- | | |
|------------------------------|----------------------------------|
| • Angela Burns, Wilmington | Voice (Teacher Profile Projects) |
| • Megan Craine, Jacksonville | Piano (Teacher Profile Projects) |
| • David Milo Frying, Durham | Piano (Teacher Profile Projects) |

I will be in contact with them by the end of the month to check on their progress, remind them of completion deadlines and offer my support.

Local association chairs, if you are interested in having me attend a meeting to answer questions about Certification, please let me know! I am willing!!!

PLANNING SENATE CHAIR (Paul Stewart)

Attendees at the Planning Senate Committee Meeting:

Paul Stewart, Chair
Frank Pittman
Thomas Swenson, NCMTA Immediate Past President
Victoria Fischer Faw, NCMTA President-elect
Kerry Carlin, NCMTA President
Diane Blanchard, MTNA Southern Division Director-Elect

THE NCMTA PLANNING SENATE IS ADVISORY TO THE NCMTA BOARD OF DIRECTORS AND THE FOLLOWING ITEMS ARE SUGGESTIONS FOR THE BOARD'S AND EXECUTIVE OFFICERS' CONSIDERATION.

Conference Planning:

1. Attendance at the Friday conference sessions was up. The conference planners are encouraged to search for ways to continue those improved Friday attendance numbers when the MTNA competitions are re-inserted back in the Friday schedule.
2. Develop Poster sessions for college students
3. Have Future conference site selection committees continue the exploration of using HBCU schools as conference sites.

Publicity/Marketing:

4. NCMTA should search for additional ways to better inform the community and host school's student body that the Honor's and Winner's concerts and evening conference artist concert are free and open to the public.
5. Efforts should be made to include the conference public concerts and student winner's concerts in the host school's activity calendar.

Governance:

6. In reference to major change proposals for the performance festival that are presented to the Piano Section membership at the conference, ad hoc committees should make every effort to share these proposals with the membership in enough time for careful pre-meeting study and consideration. This ample lead-time would provide the membership, including district chairs, time to prepare alternative viewpoints and counter proposals for the membership's consideration, if deemed needed and appropriate.
7. The importance of board job descriptions and the importance of how to accomplish timely job description updates were discussed.
8. Timelines for various positions need to be refined and updated.
9. The incoming president is encouraged to plan an executive officer's retreat and, also, possibly a special orientation session for the Finance Committee.

Board Job Assignments and descriptions

10. Explore the possibility of expanding the responsibilities of the Student Activities Chair – For example, develop enrichment activities for the many students who perform in the conference honors recitals so they experience additional benefits and rewards for honors recital participation, such as – A group participatory session on improvisation, an interactive master class (students comment on performances) or social/mixer for students only, etc. etc.

There was a wide-ranging discussion about the NCMTA Performance/Festival that included, - number of ratings, rating names, mission statement, inclusion of performance areas beyond piano, and the ongoing need for teacher education.

Chairman Paul Stewart expressed appreciation to the conference planners for the 2017 conference Program Booklet's inclusion of the "In Memoriam" for Past President Marie Burnette. A Marie Burnette homage tribute was also printed in the "Passages" section of the June/July, 2017 AMT.

EDITOR (Annette Shaw)

When we have our conference the 1st weekend of October, it will have an impact on what we are able to include in the Fall Journal and the Conference Bulletin. These submission deadlines are very important, and any subsequent changes can be noted online.

***Annette will be sending a revised version of the deadlines for the Conference Bulletin. The deadlines in her report are incorrect.*

FALL JOURNAL-DEADLINE JULY 15

ITEM	RESPONSIBILITY	
Front cover building pictures	On Site Chair	
Inside Front cover ad-Meredith	Ad Director ?	
Exec. Bd. (from website)	Editor	
The President's Page	President	
Conference Hotels	President -Elect	
Pres-Elect page - Conference Schedule (abbreviated)-oinly final schedule on Aug 15	President-Elect	
Directions to host school	President-Elect	
Directions from hotels to school	On Site Chair	
Conference Artist Picture	Piano Section Chair	
Conference Artist Bio (SHORT)	Piano Section Chair	
In Memoriam	Editor - Board	
ADS	Ad Director ?	
Back Inside cover Ad	AD DIRECTOR ?	
Deadlines	President	

CONFERENCE BULLETIN-DEADLINE SEPT 1 FIRM! (EARLY CONFERENCE OCT. 5-7)

Host School Welcome Letter	On Site Chair (Pres-Elect)	
NCMTA Welcome Letter	President	
MTNA S Div Welcome Letter	MTNA Competition Chair	
MTNA Welcome Letter	Editor	
Conf Schedule -final on Sep 1	Pres-Elect	
Directions Motels to School	On Site Chair (Pres-Elect)	
Campus Map	Pres-Elect	
Exhibitors-Sponsors	AD DIRECTOR (Pres-Elect)	
Conference Sessions-Presenters - send final draft on Sep 1	Pres-Elect	
CONF ARTIST RECITAL PROGRAM	Piano Teachers Chair	

HOST RECITAL PROGRAM	On Site Chair (Pres-Elect)	
YOUNG COMPOSER RECITAL	Composition Chair	
COMM COMPOSER/COMP WINNERS RECITAL	Composition Chair	
Newly Certified Teacher (s)	MTNA Certification Chair	
In Memoriam	Editor-Board	
Past President picture	Past President	
Ads	AD DIRECTOR ?	
Dates to Remember	President	

PIANO TEACHERS CHAIR (Tonya Kirk)

Much is happening in the Piano Section! Please read on for details.

1. The 2019 PPF Music Selection Committee met on Sunday, January 7th, 2018, and all the repertoire for 2019 has been selected! A huge thanks goes to the committee:
Brenda Bruce, Thomas Swenson, Eden Brown and Marie Humphrey.
2. The 2018 NCMTA Conference Artist, Jeffrey Biegel, has been secured.
3. The Piano Section met at the 2017 state conference in Elizabeth City. The following items were covered:
 - A. A Motion was made and approved to increase judge remuneration from \$45 per hour to \$55 per hour. This was later discovered to be a board decision instead of a piano section decision. A motion was made to add two additional levels to the current rating system- Passing and Comments only. This motion did not pass (9 in favor and 33 against).
 - B. Another motion was made to add two additional levels to the current rating system – Satisfactory and Comments Only. This motion did not pass (16 in favor, 15 against, 2 abstain)
 - C. A motion was made to move Honors Recitals to the day of the East/West State Festivals to include Jr. B, Sr. A, Sr. B, including vocalists as well. Senior will be invited to the State Conference to play on a Performance Conference Recital. The motion was passed- 28 in favor and 5 against.
 - D. A judges' rubric has been developed and will be used in the 2018 PPF and all festivals moving forward. The goal is to provide consistency in judging throughout the state.
4. Registration for PPF is live! The deadline for registration is January 27th at midnight. Enormous thanks goes to Frank Pittman for his work on this!
5. Much discussion occurred during this meeting. Quite a number of ideas and views were brought up during this short time. Later in the spring, piano section members will have an opportunity to express opinions and ideas in a survey including a comments section.

VOICE TEACHERS CHAIR (Annette Stowe)

It has been a busy year for the voice section! In 2017 we partnered with a local composers' group and were able to send out new songs in January, March, and September. We are working with Composer/Theory Chair Zach Zubow to expand this program, to include more composers and eventually more instruments. We will hopefully be adding these pieces to the NCMTA website so that they will be available to the entire membership. We decided that in keeping with the spirit of a music festival, voice students will perform for comments only. Students who present an outstanding performance will be recognized with a gold seal on their certificate and the title of "Highest Honors", and will be invited to perform at the State Conference, either in concert or master class.

We are delighted to announce that we are now offering an e-festival for those districts with fewer than 3 student entries, or travel hardship. This will enable students from far flung areas to participate more fully in our organization.

So far as practicable, we have modified our judging rubric to mirror the piano rubric. This should help further the idea that the Performance Festival is inclusive of all instruments.

***It was questioned whether putting composer's pieces on the NCMTA website has any conflict of interest or if there are any rules from MTNA regarding this. Frank Pittman asked if there are any rules with NCMTA being a 501-C3 organization and promoting these composer's works. Barbara Furr suggested contacting MTNA to check if there is anything that would prohibit putting these compositions on the NCMTA website.*

STRING TEACHERS CHAIR (Gordon Kreplin)

Final Draft proposal for consideration

MISSION STATEMENT FOR NCMTA AND PERFORMANCE FESTIVALS

On the home page of our site:

The mission of NCMTA is to pursue excellence in music education and to advance the music teaching profession through innovative programs that foster excellence in teaching, learning, and performing. Educational and performance activities for both the student musician and the professional teacher include an annual state conference, performance festivals, arts advocacy and scholarships. NCMTA is affiliated with the Music Teachers National Association.

it is important to keep our mission statement short, so as to encourage further exploration of our site. I would then suggest that separate statements for music festivals, arts advocacy, scholarships and the annual convention be presented later in the site as follows:

MISSION STATEMENT FOR NCMTA PERFORMANCE FESTIVALS

On the festivals page of our site:

The NCMTA Performance Festivals promote the development of music education for students of all instruments and disciplines. The Festivals encourage growth and higher standards of achievement through performance and adjudication, on district and state levels. They are not competitions. Students participate to receive evaluations. The NCMTA Performance Festivals encourage a positive experience in music-making and foster artistic growth for students, teachers and communities alike.

Gordon and Cathy Kreplin and Lorraine Hale, 1/14/18

*** Also, Gordon Kreplin suggests we should have a goal for our piano festivals to engage the community about what we do. Our mission statement needs a call to action.*

Thanks to Lorraine Robinson who helped formulate the revised mission statement.

WW/PERC/BASS and NC CHAMBER MUSIC TEACHERS (Cathy Kreplin)

1.) Updated Section Chair Job Description for our website and our policy and procedure manual is respectfully submitted:

Woodwind/Percussion/Brass and NC Chamber Chair Purpose: In accordance with the NCMTA constitution, the Chair of the Woodwinds, Brass, Percussion and NC Chamber Section (“the Section”) will advocate fully for activities and interests appropriate for the Section and its area of expertise. The Chair may seek Vice Chairs and other appropriate positions to further the interests of the Section. The Chair of the Woodwinds, Brass, Percussion and NC Chamber Section will work to fully integrate wind and percussion instrumental music, teaching and ancillary activities, including recruitment of wind and percussionist membership into all NCMTA activities. All will be done in accordance with the NCMTA governing documents, the Executive Board, and any established methods and protocols.

Specific Duties:

- Report to the President and attend Board Meetings.
- Provide updates, as needed, to the information on the NCMTA website and in other sources about the Section, its activities and its leadership.
- Arrange one or more educational sessions for the Annual State Conference that are pertinent to members of the section. This includes, but is not limited to, identifying presenter(s) for each session and gaining their commitment; preparing and/or obtaining the course synopsis, blurb, presenter bio and photo, etc. and submitting all to conference chair in a timely manner; identifying and securing all resources needed for successful presentation of the session - equipment, instruments, audio-visual aids, etc.; assisting presenter(s) as needed before and during session. All will be done according to established methods and protocols.
- Prepare and distribute communications during the year in order to engage members of the Section, according to established methods and protocols, e.g., articles in the NCMTA Journal, email blasts.
- Arrange and preside over Section Meeting, typically once per year at the annual conference.
- Provide oversight for Woodwind, Brass, Percussion and NC Chamber Performance Festivals as needed. Assist Performance Festival Director(s) as needed.
- Prepare budget for the Section. Communicate with Treasurer and President as needed/requested for budgetary and other fiduciary matters.
- Seek out new opportunities for recruitment of members to NCMTA and to the Section. Implement these as possible, according to established methods and protocols.

2.) **PROPOSED** Policy and Procedure Manual Outline: In follow-up to the discussion held at our October 2017 Board meeting, I submit the following proposed statement of purpose and outline for a policy and procedure manual.

The purpose of the NCMTA Policy and Procedure Manual shall be to provide a useful reference and ongoing source of continuity for the operations of the organization. Given the reality of frequent turnover of leadership in volunteer-run organizations, and the difficulty maintaining consistency across time and distance between volunteer leaders, this manual is intended to be a helpful compendium of NCMTA policies and procedures. It is hoped that the creation and maintenance of this Manual will have several important benefits, among them unifying the efforts of the organization, easing the difficulty of recruiting new volunteer leadership to cause, facilitating transitions of leadership and handoff of responsibilities,

making transparent the workings of the organization, centralizing the storage of processes and information, and avoiding duplication of effort.

There being no such existing document, I am submitting the following outline as a rudimentary starting point. I also submit myself as willing to head a work group to flesh out the outline into a draft proposal. I request guidance from the President as to the formation and makeup of the work group.

- **Forward/Statement of Purpose**
- **Current President's letter**
- **Table of Contents**
- Section I might be a **brief history** or timeline of the organization.
- Section II might be the **structure of the organization**. A copy of our governing documents can go here.
- Section III might be the **makeup of the leadership**. Copies of the leadership position job descriptions can go here.
- Section IV on **Communications Protocols** might go here. How does information flow? Who is responsible? What methods are used? Who maintains the components and where? How are these responsibilities handed off? A chart for flow of information might be included here. As well, a chart of decision-making might appear here.
- Section V might regard **Advertising, Promotions and Marketing protocols** for the organization. What, who, how, where, when. Include information on access to and handoff of responsibility for the website and its maintenance. Ditto for the NCMTA Journal. Ditto for ad account maintenance.
- Section VI might be about the major **Activities of the organization**. Each type of activity needs its own subsection.
 - **Annual Conference**. Every conference needs a lessons-learned summary from each individual who planned a segment. Board decisions to continue various components or not should be noted. Forms, systems, and processes need to be included and/or described in detail. The names of individuals who designed and/or most recently updated forms, systems, and processes need to be included with contact information.
 - **Performance Festivals**. Forms, systems, and processes need to be included and/or described in detail. The names of individuals who designed and/or most recently updated forms, systems, and processes need to be included with contact information.
 - **Scholarships, commissions, contests, employment** and any other activity requiring application and adjudication for making cash value awards. Forms, systems, and processes need to be included and/or described in detail. The names of individuals who designed and/or most recently updated forms, systems, and processes need to be included with contact information.
- Section VII might identify **Resources**. This could be very wide-ranging. Data of all kinds - membership, attendance, other analyses. What vendors and bank(s) are consistently used on the organization's behalf? Where are the historian's materials currently stored? Likewise supplies from events? What references and examples have we used / do we use as guidelines for complex questions? Names of important contact persons in other organizations with whom we engage and what kind of interactions the organizations have had.
- Section VIII might support **Planning and Visioning**. This might be to keep simple track of large initiatives underway. Perhaps Planning Senate Minutes could go here.
- Section IX might be **Budgeting and Finance**. A copy of the most current budget, current treasurer contact information, indication of location of historical budget information.

- Section X might be **Meeting Minutes**. Indication of most current location of historical meeting minute information. Statements from current and prior secretaries about their techniques for taking minutes, to serve as a guide for future Secretaries. Sample templates for agendas, minutes, etc. might be developed and kept here.

Note: This manual would likely need to be an online resource, rather than a paper one, because we don't have offices.

3.) **Local Association in the Albemarle Area:** As Chair of the Woodwind, Brass, Percussion and NC Chamber Section, I put together a lunch forum on starting a new local professional association at our October 2017 conference. My personal interest was to gain some insight about the process, since we lack a professional group in northeastern NC. My goals are: 1.) local professional support, and 2.) NCMTA recruitment. We had wonderful attendance and a vibrant discussion. Through a poll of the room, I discovered that very few of those in attendance were actually thinking of starting a new local association! Instead, they seemed mostly to be members of one already. Perhaps those attendees were looking for something to re-engage their interest in their local organizations? Perhaps they were looking for some good new ideas? At any rate, I came away more confident about the idea of a local organization in northeastern North Carolina, and clearer than before that the personal touch is what energizes local groups. A good basic suggestion was to start with outreach in the form of a Facebook page, paired with some local news notices and fliers, paired with direct contact with music colleagues I know personally. This is where I will start.

4.) As a strong proponent of the **development of performance festivals inclusive of all instruments**, I attended an ad-hoc meeting at our October 2017 conference headed up by Frank Pittman. The discussion was excellent, and it was evident that there were quite a few talented individuals who would like to work together to see this come to fruition. It was decided first that a mission statement was needed to guide the process, and Gordon Kreplin and Lorraine Hale (not a Board member) volunteered to work together to draft a new statement and submit it to the Board. Gordon has submitted a draft statement in his report.

5.) I **propose some re-thinking of our website**, a project that would go hand in hand with the creation of a Policy and Procedure Manual. For example, the section on job descriptions for our leadership is, right now, almost unusable. It cannot be searched. Rather, it is an endless scroll of information, rather like the Dead Sea scrolls! Also, our site is very lacking in descriptions and statements of purpose, particularly about events like performance festivals. We do not really educate visitors to the site or engage them. We simply provide lists of things.

COMPOSITION/THEORY CHAIR (Zach Zubow)

The 2017 Commissioned Composer's piece was submitted to the National MTNA competition in November. I do not have a report on the Divisional or National results.

I have asked Dr. John Allemeier, Professor of Music at UNC-Charlotte, to be our 2018 NCMTA Commissioned Composer. He has accepted the commission and will begin composing a new work to be premiered at the 2018 NCMTA Conference.

I will begin the process of asking for judges for both the NCMTA Young Composers Competition and the MTNA State Composition Competition.

During the NCMTA Conference in October, I presented on how other states utilize music theory in their programs. The prezi presentation I put together can be found [here](#). From the responses I received, it seems that most people would like to organize a model similar to Virginia's MTA where the theory exam will be tied to competitions at the district level. I think that organizing a pilot program with a district chair would be best. I would like to see what the Board's thoughts are on pursuing this and ask for suggestions on who best to work with.

ORGAN/HARPSICHORD TEACHERS CHAIR (Mary Lou Peebles)

At the conference this year, there will be an organ session in Crawford Hall with Mr. Tim Olsen.

PIANO PERFORMANCE FESTIVAL CHAIR (Frank Pittman)

• Judges pay increase

At its meeting on October 7, 2017 the piano section voted to increase the Performance Festival judges' payment from \$45 per hour to \$55 per hour. The mileage remuneration will remain the same. The NCMTA finance committee approved the fee increase in a subsequent vote.

• Ratings

At the same piano section meeting a proposal for a 4-tiered rating system was rejected. The Piano Performance Festival will keep with the current 3-tiered system of Highest Honors, Merit, and Comments Only. The Comments Only recognition will have the mark of "CO" placed in the rating box on the comment sheet.

• Judging Rubric

A piano section sub-committee comprised of Margaret Louise Norwood, Tonya Kirk, and Frank Pittman met in August 2017 to devise a judging rubric. The sub-committee consulted the performance standards and assessments of many longstanding international competitions and performance festivals. This rubric was the rationale for the proposed 4-tiered system. Although the 4-tiered system was rejected, a modified 3-tiered rubric will still be used for the 2018 festival.

• Performance Festival Webpage

A new, more intuitive site map for the Performance Festival is currently in place. From the main NCMTA page a *Student Events* menu directs to a general *Performance Festival* page. On that page are links to the *Piano Performance Festival*, the *Piano Duet Performance Festival*, and the *Voice Performance Festival* pages. The links on each of those sub-pages are directed to the *Festival Registration*, *Festival Regulations*, and additional pertinent pages.

• Judges

32 judges are confirmed to adjudicate at 8 districts and 2 state divisional festivals.

*** A motion was made by Frank Pittman to increase the Performance Festival Judges rate from \$45 to \$55/hour. Annette Stowe seconded. **Motion Passed.***

VOICE PERFORMANCE FESTIVAL CHAIR (Margaret Fontiveros)

- Met with other NCMTA members at Oct conference to discuss creating a Festival for all instruments
- Made updates to Voice Festival Regulations
- Made updates to Voice Festival webpages
- Secured judges for Raleigh District Voice Festival and Eastern Regional Festival; waiting for close of registration to determine if judges are needed for other districts
- Looking forward to organizing the upcoming District Voice Festivals as well as meeting next weekend to take next steps in creating the NCMTA Festival for all instruments

***A motion was made to raise the voice judges fees from \$45 to \$55. Frank Pittman seconded. **Motion passed.** This should be added to the financial policy.*

NC SCHOLARSHIP AND FOUNDATION CHAIR (Diane Higgins)

RECEIPTS

Conference Donations (October 2017)	\$ 508.00
TOTAL RECEIPTS	\$ <u>508.00</u>

DISBURSEMENTS

NCMTA 2016 Conference Competitions (18 @ \$50.00)	\$ 900.00
TOTAL DISBURSEMENTS	\$ <u>900.00</u>

Checking Account Balance: October 5, 2017	\$ 11,002.07
Money Market Balance: October 5, 2017	\$ 17,059.26
Checking Account Balance: January 20, 2018	\$ 8,967.07
Money Market Balance: January 20, 2018	\$ 17,041.84

Diane Higgins, NCMTA Scholarship Foundation Chair

COLLEGE FACULTY CHAIR (Allison Gagnon)

A short survey that is in preparation, to be sent to college faculty members, promises to help jumpstart the New Year; likewise, the list of college admin contacts is being updated.

TECHNOLOGY CHAIR (Eden Esters)

I have created a Google Form application for our new collegiate Technology Chair. If possible, I am asking the Student Activities chair, President, and President-Elect, to follow the link below, complete the application and please email me with any feedback on missing pertinent information, or anything that is not clear in the application.

<https://goo.gl/forms/kyzD7SS4sklYz2U63>

Topic for discussion during my report at the meeting:

- What incentives can we provide for our collegiate technology chair?
- Are there any additional specific responsibilities you would like to see this position cover?
- All email forwarding has been updated with the current members of the board. If you have changed your email, please let me know ASAP so I can update the system. I also have the mailboxes set to keep a copy of all forwarded messages to aid in board transitions.

***It was discussed that perhaps the technology chair may best be served by an adult board member but both Vicky and Eden agree that there should be a college student representative on the board. Vicky asks that we table the Student Technology Chair for now if Eden will continue the position until we*

decide what to do. We need a rewritten job description . How does it look to have a student help with technology? Eden agreed to continue her position until May.

INDEPENDENT MUSIC TEACHERS FORUM CHAIR (Dottie Buster)

IMTF Scholarship I will be updating the scholarship information on our NCMTA website. Over the next several months, I will contact the local association presidents to ask them to make their members aware of the scholarship and encourage applicants. I welcome any suggestions for publicizing this scholarship. The winner of the IMTF Scholarship is presented at the conference.

***This Teacher Scholarship is \$500 for advanced studies.*

HISTORIAN (Carol Ann Barry)(not present)

I assumed the position of Historian at the fall state conference in Elizabeth City. I then promptly fell outside of the dinner that evening and massively damaged my rotator cuff and biceps. Given that I needed to undergo tests and eventually surgery, Dr. Jeanine Skinner (former Historian) graciously agreed to complete the picture taking of the state conference that she had already begun prior to my agreement to take the role.

Since I was going to need surgery Dr. Skinner agreed to hold on to the boxes and materials for Historian until I was over the surgery. I have been in a sling for 4 weeks and just Wednesday was allowed to remove the sling.

Now that I at least have both hands an official hand-off of the materials will be promptly made and I will contact Jeanine this week to arrange for a transfer and take the reins. I thank her for her patience in allowing me to get on the other side of the surgery before taking my position.

ARTS AWARENESS AND ADVOCACY CHAIR (Dylan Savage)

As chair of Arts Advocacy and Awareness: I will update and add to the site in the coming months. As always, any comments or helpful info is welcome.

***Dylan offers himself as a resource to colleges to come and speak on what he has to offer as a musician to other areas of the business world. He wants to expand the value of what we do as musicians. He can incorporate a performance as well.*

STUDENT ACTIVITIES CHAIR (Yong Im Lee Federle) (Not Present)

- UNCG Collegiate Chapter presented a session titled "Developing Comprehensive Musicianship by Consistently Incorporating Awareness" at the 2017 Conference in Elizabeth City State University.
- UNCG Collegiate Chapter submitted a proposal for the 2018 MTNA National Conference titled, "Beyond the Stage: Involving Students in Extramusical Performance Elements." Unfortunately the proposal was not accepted for this year.
- UNCG Collegiate Chapter was nominated for the MTNA Collegiate Chapter of the Year Award by the NCMTA President. We wish them good luck!!

CONSTITUTION/HANDBOOK CHAIR (Barbara Furr)

***We revisited the Constitution/Bylaws revisions that were approved at the May 2017 Board Meeting. Diane Blanchard suggests that Article 2 of the Bylaws needs to be reworded. The Handbook Committee will have revisions to suggest at the April meeting.*

LOCAL CONFERENCE CHAIR (Allison Gagnon)

Members of UNCSA faculty and staff were happy to host an onsite visit by Vicky and Jeanine in October, as a first step to UNCSA's hosting of the 2018 NCMTA conference.

LOCAL ASSOCIATION PRESIDENTS' REPORTS

CAPE FEAR MTA (Martha Hayes)(Not Present)

Since the October State Conference, here is what has occurred:

October - student recital at a retirement home. This was a Halloween themed recital and some of the pieces were a Halloween theme and some were general piano pieces.

November - our teachers were pleased to have Dr. Kerry Carlin come to meet with us at UNCW and lead us in his thoughts about Piano Pedagogy. Many of the ideas were from his research that he had cultivated from teachers around the country. It gave us some new thoughts in our piano teaching.

December- our annual Playathon for Charity (Lower Cape Fear Hospice) was held at a retirement home here in Wilmington. We had students play from 9:30-4:30 and students played and also paid to play. Parents also came and also some of the residents of the retirement home.

January - we are having our Fun Day Festival at a local church. Elementary and middle school students come and play musical games - board games, relay games, improvisations and a guest teacher will lead us in an activity about the Carnival of the Animals.

CHAPEL HILL MTA (Aviva Enoch)

- New since September: We have a monthly coffee hour called "Crescendo Coffee Hour" at a local coffee place in Chapel Hill on the first Wednesday of each month. Each month we have a focus for discussion—sometimes with a special guest—sometimes just going around the table and each contributing to the discussion. So far, we have had sessions on: How we use technology in our studios, studio policies, Piano Guild, Musical Empowerment (a local non-profit we are partnering with) and an information session on the new non-competitive format that we have developed for our Spring Festival. This has been very well received and we regularly have about 6-10 participants—some regulars and some new people each time. We have had some members show up who have never participated in any of our programs before!
- We have student recitals in October, February and June this school year, and are fortunate to have the use of a lovely recital hall (Person) on the UNC campus.
- In November, we held our second "Masterclass Competition" in which students auditioned to play for an afternoon masterclass with UNC-G Professor Joseph DiPiazza. 9 students auditioned, which was down from closer to 20 last year—so we may need to re-evaluate this event going forward. Five students played in the masterclass.
- In December, we had a highly successful "Playathon" and raised around \$1000---most of which will go directly to a non-profit organization, Musical Empowerment—that pairs UNC students with students in under-served communities to offer free music lessons. We have really enjoyed this partnership with ME. Their members came and volunteered at the Playathon. We are also looking for other ways we can help them—such as mentoring young teachers and donating teaching materials that we aren't using.
- We will be holding our Spring Festival on March 17th. This will be our second year with a format that will be a non-competitive mini-master class setting. For the first time, we are also including a voice division as well as solo and ensemble sessions for piano. Clinicians will be: Laurel Siviglia (private

teacher in Chapel Hill)—working with the younger children; Dr. Paul Nitsch from Queens University Charlotte (working with advanced pianists), and Dr. William Adams (private teacher in Durham), voice clinician. Parents and teachers stay in the room—while small groups of 3-5 students will play for a clinician and receive brief suggestions and comments. Everyone will receive a certificate of participation.

- We are going to be updating our web site this spring and moving to a platform (SquareSpace) that should be easier for us to update and maintain—and will hopefully be more user friendly.
- For the future, I would like to figure out a way that we can recruit new members (particularly younger members) to our organization. I would be interested to know if any other chapters have done a recruitment campaign of some sort, and how you went about it.

Aviva Enoch, CHMTA President 2017-2018

DURHAM MTA (Catherine Alderman)(Not Present)

CHARLOTTE MTA (Margaret Louise Norwood)(Not Present)

Local Association Report – Charlotte MTA

Charlotte MTA's two annual student-oriented projects are again underway.

The Student Musician Certification Program encourages students to perform, observe, and explore music beyond their private lessons. Those who reach their points goals receive engraved plaques in the spring.

The Beethoven Student Composition Event ("A Celebration of Musical Creativity") recital will be held on Sunday, January 28, 2018 at Miller Piano Company. Student composers will receive written critiques from this year's judge, Wade Peeples. Participants will have a chance to speak with the judge after the recital.

Respectfully submitted,

Margaret Louise Norwood, MM, NCTM, President, Charlotte MTA

GREENSBORO MTA (Robert Hallquist)(Not Present)

Annual Report of the Greensboro Music Teachers Association (2016-17)

Board of Directors (5): Robert N. Hallquist, President; Lyn Gentry, Vice-President; Anita Trumpler-Rich, Secretary; Denise Pugliese, Treasurer; Pat King, Member-at-Large

Additional Executive Board Members (10): Suzanne Kiorpes (Courtesy Committee); Antonela Frasherri (Facebook/Website); Rebecca Biddle (Fall Recital); Connie Hastings (Festival); Bobbie Cox (Historian); Melissa Zeigler (Membership); Betty Allen (Nominating Committee); Ginny Hotchkiss (Playathon); Sandra White (Refreshments Committee); Nancy Thurston (Yearbook)

Additional Association Members (35): Lydia Bolmer; Erika Boysen; Francine Britto; Christy Brown; Yun Ju Chun, Claire Clark, Mary Alicia Cox; Linda Cykert; Rebecca Lynn Dinkle; James Douglass; Lisa Duerr; Carol Fifield; Merideth Hite; Sarah Johnson; Judy Jolly; Joomi Kim; George Kiorpes; Connie Kotis; Catherine Lamb; Seon Y Lee; Ann Lewis; Fabian Lopez; Margaret McDonald; Samuel Meares; Eloise Sanders; Mary Ann Scherff; Omri Shimron; Evelyn Smith; Paul Stewart; Thomas Swenson; Diane Thompson-Brewer; Vincent VanGelder; Julie Van Wyk; Christy Wisuthseriwong; Amy Zigler

Programs (2016-17):

- 09/14/16 – “Kick-Off Meeting,” with presentations by representatives from the Steinway Piano Gallery and Mitchell’s Piano Gallery
- 10/12/16 – “Healing Blues Project,” with Dave Fox (Greensboro College)
- 11/09/16 – “GMTA’s 50th Anniversary Celebration,” program at Moore Music Company, followed by lunch at Green Valley Grill
- 12/14/16 – Holiday Luncheon at the home of GMTA member Dr. Connie Kotis, in Summerfield
- 01/11/17 – “Teacher Roundtable”
- 02/08/17 – Program “How to Build Healthy Technique with Your Beginning Students through Metaphors and Helpful Exercises,” presented by Dr. Kyoo Hye Lim (UNC Greensboro)
- 03/08/17 – Program “Music During the American Revolution: Celebrating 250 Years,” presented by Dr. Renee McCachren (Catawba College)
- 04/05/17 – Program “The Piano – Inside and Out,” presented by William Hueholt at the Steinway Piano Gallery in Greensboro
- 05/10/17 – “Teacher Showcase & Installation of New Officers”

Activities (2016-17):

- 11/06/16 – GMTA Student Fall Recital
- 02/12/17 – Masterclass by Dr. Kyoo Hye Lim at UNC-Greensboro
- 03/04/17 – GMTA Solo and Ensemble Festival – UNC-Greensboro

N.B. All GMTA events took place at Moore Music Company, unless otherwise stated.

RALEIGH PTA (Jeanine Skinner)

1. We are happy to report that we have 155 members as of December 2017. This is a record high for RPTA and an increase of 11 members from the past 2 years.

2. Our monthly meetings are on the third Wednesday of each month. Due to renovations taking place in Carswell Hall in Meredith, we had the privilege of meeting at Ruggero Piano Company September, October and November. Our return to Carswell was well timed for a teacher musicale in December where 13 of our members performed original compositions and arrangements as well as standard repertoire.
3. Our monthly meetings were:
 - a. September Take Five! Creative Teaching Ideas from RPTA Members
 - b. October Self Care Tips and Pain Relief Techniques for the Pianist (Barbara Aaron, Therapeutic Massage Therapist)
 - c. November How Loose is Too Loose? Joint Mobility Syndrom (Barbara Lister-Sink, Salem College)
 - d. December Teacher Musicale and Holiday Brunch
4. Our organization mourned the loss of two vital members of RPTA, Dana Mallory and Mary Knott. We assisted in sorting and selling books and music from Dana Mallory's estate.
5. In addition, we held a Student Musicale on October 29th in Carswell Hall at Meredith College. Two more will be held in February and April.
6. We continue to offer gently used and new books to the Raleigh Community Music School.
7. We have a two scholarship contests in the horizon, an RPTA Scholarsip
8. Richard and Deborah Ruggero presented the Ruggero Piano Teacher Merit Award to Polly Greene at our October meeting. Polly continues to reach out to her students, her community and our organization. She has also written a book of collected essays on her reflections from lessons she has learned from teaching.
9. Our 2017-2018 RPTA Yearbook is dedicated to Dottie Buster. We are proud of all that she does for us, her students, and her community.

Respectfully submitted,
Jeanine Skinner

VI. EX OFFICIO REPORT

MTNA SOUTHERN DIVISION DIRECTOR-ELECT (Diane Blanchard)

Sept 2017 Summit for MTNA Leadership – Cincinnati

- Attended the MTNA Membership Committee meeting
- Served as the facilitator for the States-by-Size meeting for states with between 401-575 members
- Chaired the nominating committee for the MTNA State Association of the Year Award
- Attended the Southern Division meeting; served as the recording secretary
- Attended the SPAC meeting
- Shared the highlights of the States-by-Size discussions with the Leadership Summit participants prior to the Fireside Chat

Nov 2017

- Communicated with the Southern Division state presidents and/or membership chairs for feedback about membership issues in their state. Shared this information with Peter Mack, membership committee chair, prior to the December MTNA Board of Directors meeting

Dec 2017

- Wrote the January 2018 VIP Newsletter – “Engaging Vocal and Instrumental Members”

Announcement:

The following information was sent to me on Dec 19, 2017:

“On behalf of the MTNA Board of Directors and Competitions Committee, it is my pleasure to inform you of a significant change to the MTNA Division Competitions. Effective with the 2018–2019 competition year, the Division Competitions will move to an online-only Division Competition round.

At its December 2017 meeting, the Board reviewed a proposal from the Competitions Committee, which requested an online-only Division competition as a viable, desirable and timely solution to multiple concerns and problems it has encountered over the years. After much debate and deliberation, the Board agreed with the committee that this revision is necessary, and that it is the right time to make this transition.

The Board and the Competitions Committee recognized that, over the years, the existing three-tiered MTNA Competition process has presented increasing financial and logistical challenges for MTNA, the students, their families and teachers, particularly at the Division Level. By eliminating onsite performances at the Division Level, MTNA would be preserving the tradition of live performances that would still take place at the state and national levels, yet addressing the substantial financial outlay for the organization and students, as well as a multitude of logistical challenges.

This change is the result of many years of listening to our members, student competitors and their families. Plus, given the demands of an ever-increasing, technologically based global society, MTNA is constantly striving to utilize current technology in positive ways to reduce costs and to increase efficiency. A recent survey of MTNA leadership regarding the future of the MTNA competitions affirmed the need to make forward-looking, technological revisions that will ensure the MTNA competitions remain the preeminent student competitions in the United States.

For those of you who desire more information, the decision can be summarized in five major issues, which are addressed and ultimately resolved by the online Division Competition:

1. **COSTS:** Division competitions are very expensive, especially for the students. Every year, airline fares and hotel accommodations continue to rise in cost. These costs are even more pronounced when the Division competition is in a smaller or more remote location. It is conceivable that the MTNA competitions are only available to students who can afford the extra expenses for Division competitions. In fact, each year there are state winners who are unable to go to the division round for various reasons (other commitments, unforeseen circumstances and the like). It is entirely possible that some of these “unforeseen circumstances” could easily be attributed to the costs, and the students are avoiding admitting this problem. There are multiple college students who have told us they do not enter the competitions because they would not be able to afford to travel to the division competitions and then the national finals. Official accompanists would not be needed at the division level, which is another saving for the students. Tuning services, custodial services and hospitality costs would be eliminated.
2. **FACILITIES AND LIABILITY:** It is becoming more difficult to find universities to serve as hosts, especially those close to a major airport. Many universities now charge an exorbitant fee to use their facilities. Many universities are now requiring police background checks on everyone who interacts with the students, regardless of the scope of their roles in the competition. In the near future, all competition officials and judges may have to submit to these police background checks.

Also, some universities are already requiring that everyone involved with the competitions take an abuse training course prior to the competition, and MTNA will have to certify that all competition officials and judges have met the requirements. This poses multiple problems, which may be unsurmountable. Judges may not have the time or the inclination to be subjected to police background checks or to take the abuse training. Furthermore, there are always last-minute substitutes for officials or judges who cannot attend due to unanticipated circumstances. Getting the required police background checks and the abuse training at the last minute may be impossible, to the detriment of the students in particular and to the Division competition in general. Beyond the logistical challenges, it is certainly that the costs involved with any of this training or securing the police background checks must be borne by MTNA.

3. VOLUNTEERS: It is becoming more and more difficult to find MTNA members willing to serve as competition officials due to the time commitment required to run the competitions. With online division competitions, it is possible that only two competition officials would be needed for each Division: a Chair and a Composition Coordinator.
4. WEATHER: The uncertainty of the weather in January, especially in the more Northern areas, poses multiple challenges for the Division competitions. The ever-changing forecasts and weather conditions make any decision to continue or cancel the competition subject to challenge by entrants who are already at the competition site or who choose not to attempt a trip due to the adverse conditions. In addition to the problems of rescheduling a postponed competition, there are the safety concerns for both students and officials as well as liability issues in the event of an accident caused by the inclement weather.
5. TECHNOLOGY: Most other national and international competitions, including the Chopin Competitions, Gina Bachauer and Fischhoff Chamber Music Competition, have had video rounds for many years, so students are already accustomed to this practice.

Please let Director of Competitions Linda Stump or me know if you have any questions or comments. Although it is a major revision, it is one that is a natural response in this day of high costs, legal liability, shortage of volunteers and a technologically based student culture.

Gary L. Ingle
Executive Director & CEO

On behalf of:

MTNA Competitions Committee

Linda Stump, NCTM, Director of Competitions
Chris Goldston, NCTM, Composition Competition
Jacqueline Herbein, NCTM, Junior Performance Competitions
Fay Adams, NCTM, Senior Performance Competitions
Jeanne Grealish, NCTM, Young Artist Performance Competitions
James Norden, NCTM, Chamber Music Performance Competitions

MTNA Board of Directors

Scott McBride Smith, NCTM, President
Martha Hilley, NCTM, President-Elect
Peter Mack, NCTM, Vice President
Debra Florian, NCTM, Secretary-Treasurer
Rebecca Johnson, NCTM, Immediate Past President
Christine Steiner, NCTM, East Central Division
Ginger Hwalek, NCTM, Eastern Division
Christopher Hahn, NCTM, Northwest Division

Sherry Frush, NCTM, South Central Division
Kevin Chance, NCTM, Southern Division
Sue Field, Southwest Division
Beth Klingenstein, NCTM, West Central Division
Gary L. Ingle, Executive Director & CEO”

***Diane wishes there was a time for division presidents to meet now that competitions will be online. Barbara Furr relayed that the format for division competition has not been decided.*

VII. Old Business: None

VIII. New Business: (Vicky Fischer)

- *Local associations: Do we need a local association chair- someone to be a liaison to the local board presidents? We need some type of communication when new presidents take office.*
- *Do we need a marketing person? Ads on the website don't look very professional. Where should we put ads on the website?*
- *We need some type of committee to assist Cathy Kreplin with a policy and procedure manual. This would help in transferring leadership, describe job descriptions in detail, etc. It would be helpful to check out other states websites. South Carolina in particular, has an officers handbook with job descriptions including a transitions paragraph for each job. Also, the president elect and conference chair is not the same person. Their president elect is given special project work and is responsibility to update the*

XI. Announcements:

***The passing of 2 members: Andy Whittington and Charles Bath. Diane Higgins remembers we once had a donation of \$50 given to the Scholarship Foundations Fund. We remembered other members who has passed (Marie Burnette, Dana Mallory, Mary Knott), as well as others. Can we reinstate this donation? It was decided to table the discussion until the April meeting to decide if we want to reinstate the policy. Would it be a lump sum for a memorial or per deceased member as before?*

***Tonya Kirk suggested each board member review their job description and submit a final copy to Barbara Furr and Cathy Kreplin before the April meeting.*

X. Adjournment at 2:25 p.m.

Attendance: Vicky Fischer, Jeanine Skinner, Akiko Yamazaki, Dylan Savage, Denise Pugliese, Ravonda Mormann, Kerry Carlin, Kent Lyman, Eden Esters Brown, Paul Stewart, Annette Shaw (via Skype), Tonya Kirk, Annette Stowe, Gordon Kreplin, Cathy Kreplin, Zach Zubow, Mary Lou Peeples, Frank Pittman, Margaret Fontiveros, Diane Higgins, Allison Gagnon, Dottie Buster, Barbara Furr, Aviva Enoch, and Diane Blanchard.

Minutes respectfully submitted by Ravonda Mormann, NCMTA Secretary