



LB

South Dakota Music Education Association

Unapproved Meeting Minutes

August 25th, 2018

Williams Elementary, Mitchell, SD

10:00 AM

Board Members Present: Rogene Brown, Mike Bossman, Laura Schenk, Jaime Kessler, Kim Bruguier, Bethany Amundson, Kim Bogart, Spencer Wahl, Angela Larson, Vicki Hyder, Beth Neitzert, Paul Schilf, Erin McFarland, Colby Schuck, Jon Bakken, Wendy van Gent, Dave Sanderson, Molly Stueckrath

Board Members Absent: Kristen Dunlap, Andrea Harstad, Kari Owens, Kourtney Temple, Char Cade

President Bruguier called the meeting to order at 10:17 am.

President Report- Kim Bruguier

New board members need to send a high-resolution head shot to Deb Rohrer for the SD Musician Magazine.

Bruguier reported on details of the National Assembly. Bruguier and Amundson were able to meet with both Noem and Thune. We will be working with other music organizations in the state to help advocate for music education via Hill Day.

Bruguier and Schilf will be submitting a travel request to attend the North Central Division meeting in September.

The board performed the annual review of stipend amounts. Amundson suggested that in the future we create a formal evaluation process for reviewing all positions with a stipend. Bruguier suggested that we contact other states to review their evaluation process. Discussion was held. The board is asking that those in positions with a stipend, document their hours spent doing SDMEA business that pertains to their position.

Current stipend amounts: SD Musician Editor: \$2,400 / Treasurer: \$2,400 / Executive Director: \$2,400 / Conference Chair: \$1,500 / Webmaster: \$2,000

Motion by Sanderson, second by Schuck that 2018/19 stipends will remain the same for individuals paid for their position on the board. Looking long term, we would like to instate a formal evaluation process for reviewing all positions with a stipend. Motion carries.

Motion by Bakken, second by Sanderson to give a one-time stipend of \$150 to the Executive Director and \$300 to the Treasurer to cover extra time spent with current financial transition. Motion carries.

Motion by Sanderson, second by Bakken that in January we retroactively examine the amount of work that went into the conference chair position for proper compensation. Motion carries.

Schilf stated that the by-laws will need to be revised to instate the proposed evaluation process.

Bruguier reported on the Summer Session. There were around 50 attendees and general music teachers were pleased to have a session related to their field that they could afford.

Treasurer's Report-Laura Schenk

Schenk reported on the accounting firm transition to H&R Block that is currently in process. The fee for H&R Block will be \$30 more per month than the previous accounting firm and we will have to pay for our tax preparations.

Motion by Schenk, second by Bossman that we contract Jim Cummings through H&R Block to become our new accountant.

Schenk mentioned that we are currently carrying a bigger balance in our account than we should be as a non-profit organization. Schilf suggested that we put some of that balance into super shares. Bruguier suggested that we could earmark some of those funds for grants for schools based on an application process. Discussion was held on specific grant details.

Motion by Sanderson, second by Brown to earmark \$10,000 into super shares and \$5,000 into grants for schools based on an application process pending approval by our accountant. Motion carries.

Schenk suggested that we set the grant limit per school at \$1,000. Bogart suggested that we set the grant application deadline for January 1st and that the board reviews and votes on applications at the January board meeting.

Schenk reviewed protocol and online location of voucher and deposit guidelines. A prepaid card is available for event expenses, but it needs to be requested in advance.

Secretary's Report – Jaime Kessler

Please review minutes at www.sdmea.net

- May 2018 meeting minutes

Motion by Brown, second by Larson to approve May 2018 meeting minutes.
Motion carries.

Executive Director Report—Paul Schilf

Schilf passed around conflict of interest forms and discussed details of these forms with the board.

President Elect Report- Bethany Amundson

Amundson spoke on what her job currently looks like as President Elect.

LUNCH BREAK at 12:45 pm—Meeting resumed at 1:07 pm

Choral Report – Angela Larson

Larson reported on progress with the new Freshman Choral Festival event. Forms for this event have been sent out to state music teachers and the deadline for submission is September 12th.

Orchestra - Beth Neitzert

Neitzert reported that MSASO is February 22nd-23rd at the Mitchell Performing Arts Center. Work is being done for the 2019 SDMEA 2nd Annual String Symposium.

Awards Report—Kim Bogart

Bogart has received very few nominations for awards. All nomination forms can now be accessed online through the SDMEA website. Bogart will post the music educators' years of service database to the website. Bogart is looking for someone to take photos throughout the two days of the State Music Conference.

Middle School Band- Andrea Harstad, Kristen Dunlap

Directors have been lined up for both Honor Band and Festival Band. A list of volunteers have been collected to rewrite the audition etudes for MSASB. This will not be done until after this year's event.

Middle School Band Report- Spencer Wahl

Directors are lined up for Middle School All-State Jazz Band. This event is being held at the Mitchell Performing Arts Center. Audition material is posted on the SDMEA website.

Collegiate Report— Dave Sanderson

Sanderson is working on getting more collegiate students involved with helping with various SDMEA sponsored music events including the State Music Conference. We are still working on building up the Research Event that is held in conjunction with the conference.

NMTP Report –

Van Gent is working on making a database of new teachers and mentors so that those involved in the program can communicate and collaborate with each other.

Middle School Choir Report—Erin McFarland

Kids Sing Camp had 12 students participate. Kim Bruguier was the director. McFarland is looking at other locations for the camp to lower the price and bring in more students. Brown suggested Harrisburg and Brandon for the location of the camp next year. Bruguier suggested marketing it as a music day camp rather than just a sing camp.

McFarland suggested that we find a replacement event for MS Virtual Choir. To take its place, she suggested a 7th-8th grade festival choir with separate directors for the boys and girls.

Tri-M Report- Bethany Amundson & Molly Stueckrath

Stueckrath is working towards getting more Tri-M chapters in the state. The chapters we have are fairly active.

Webmaster/Historian Report- Mike Bossman

Bossman requested that all board members update their pages on the website.

Retired Report- Char Cade

No Report

Elementary Report—Kari Owens/Vicki Hyder

The director is lined up for Elementary Honor Choir and rehearsal tracks will be posted on youtube this year. The director agreed to lead the elementary/middle school reading session at the state music conference. The accompanist and SDPB have been confirmed for the event. Hyder is looking for help selling tickets for the Elementary Honor Choir Event in the morning and before the event.

Membership Chair Report- Schuck

Schuck reported that we are down about 15 members from last year, but it will likely even out once school is in session.

State Music Education Conference 2018 Items

October 25-27, 2018, Rapid City Civic Center

All Conference presenters and performers have been confirmed. Brown shared a tentative schedule of the conference with board members.

The Headliner will be Dallas Brass. Brown might need help carrying the 5-piece drum set needed for their concert.

SDMEA will cover a hotel night for board members that work at the conference for eight hours. Bruguier suggested getting t-shirts for board members working or attending the conference. Van gent will order board member name badges for the State Music Conference.

Only teachers who register for the conference can attend sessions. Those who are registered will have a dot placed on their nametag.

Exhibits – Jon Bakken

Bakken has contacted 36 potential exhibitors (23 from last year and 13 others). So far he has received payment and contract from 11 exhibitors. Bakken suggested the idea of an exhibit passport. Discussion was held.

Bakken mentioned that board members can get 2 free grad credits for being on the board. He will send an email out to board members detailing the process.

Old Business

Bylaw revisions need to be finished up. Board members have had about a year to go in and edit items pertaining to their positions. Bylaws are located in the SDMEA shared folder. Van gent volunteered to edit the bylaws when they are finished and create links from the table of contents to each section of the document.

New Business

E-newsletter info needed by the 15th of each month: sdmea@sdmea.net

Motion by Schenk, second by Bossman to adjourn the meeting. Motion carries.

Meeting adjourned at 3:24 pm.

Next meeting: October 27th, 2018; 7:00 am, Rushmore Plaza Civic Center

Submitted by Kessler, August 25th, 2018