

Chinook Music Educators Association

Fall Meeting Minutes
Tuesday, October 7th, 2014
River's Edge, Tumwater

Attendance: Dan Lundberg, Grant Sears, Maria Hoffman, Randy Grostick, Pete Klinzman, Maria Joyner, Jennifer Lyne, Caitlin Sybouts, Kathleen Alviar, Stacy Brown, Kim Brumbaugh, James Harper, Anna Richart, Joe Boertmann, Chad Hocutt, Joe Sokolik, Chip Schooler, Travis Sipher, Austin Schlichting, Andrew Landowski, Jerry Huff, Lisa Pearson, Greg Allison, Brooke Gurrad, Roger White, Susan Peters, Katherine Sartori

General meeting convened at 5:42 pm.

Dan opened and facilitated introductions of the Board and general assembly. Dan asked members to look over the minutes from the Fall meeting, asked for questions or clarifications. Kathleen A. moved to accept the minutes, Chad H. 2nd, all approved.

Maria presented the Treasurer's report and explained that we have a positive balance! Our fiscal year now matches the school year. She noted the money still owed from last year's Festivals, and stated that if a school is not paid up from the prior year, they cannot register for Festival this year. Joe B. moved to approve the Treasurer's report, seconded by Anna R., and all approved.

Old Business:

Marci E. asked that all present be sure to sign in on the sheet provided, and asked for any new information or updates to staff to be added to the back of the sign in sheet.

Grant S. gave an update on Festival dates for the new school year, and confirmed each date, site, and Chairperson. He pointed out the forms online, and recommended that chairpersons call and schedule sites and judges NOW! He advised that all directors follow their paper trail and be sure their end of things is taken care of. He also advised that paperwork is done NOW. If you have an outstanding balance, you won't be allowed to register for Festival. There will also be no refunds. Attach copies of your invoice/registration to EVERYTHING: purchase order, check, chairperson. Dan L. added his affirmation. Follow up when payment is not received. Managers must do their financial report, or their stipend may be held. Be specific on your report and itemize. Check with Maria H. if you have further questions.

Grant S. announced that his duties as past-president of the CMEA are now ended! All applauded.

Maria H. announced our new address – P.O. Box 13169, Olympia, WA 98508. Dan L. asked for a show of hands of all who were going to their respective Festival. All members present raised their hands, and Dan encouraged filling out forms, even if you don't know the titles of the songs you'll be doing.

Maria H. continued by stating that if chairpersons want to pay their adjudicator on the day of the event, they must have the required contract paperwork submitted. Our events must be legal and have a paper trail, including a W-9, a signed contract, and mileage reimbursement forms. Chairpersons must submit a festival report to get their stipend. The WMEA attorney is "scary", so we must do everything required to be legal. If you want to be reimbursed for expenses, you must have a receipt. Reimbursement forms are online, and EVERYTHING goes to the Post Office Box. Maria will email required forms to chairpersons soon. Dan L. added that our WMEA attorney IS SCARY – if you have outstanding fees, talk to whoever you need to multiple times until you get it taken care of!

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Break for ordering food @ 6:15, reconvened at 6:22.

Old Business, cont.:

Dan L. showed the registration forms that are online, explained that they were also the invoices, and opened the table for discussion. Joe B. would've liked to know MUCH SOONER that his festival fees weren't paid. Marci E. clarified the need to follow through with paperwork with the District Financial Office – that is where some of the breakdown is occurring. Chip S. and Chad H. are concerned about the High School Choir Festival being on Thursday and Friday, and raised the question of whether or not that Friday is an in-service day. Travis S. wondered about moving Middle School Orchestra Festival to April, to coincide with the other Middle School Festivals. Discussion ensued regarding possible conflicts with testing windows.

New Business:

Dan again encouraged everyone to get their forms done right away. We've had issues with getting judges, so we all must work together to get the schedules for Festivals sketched out NOW. Randy G. has all the forms online.

Joe B. gave a brief presentation on TPEP. Be pro-active – be informed, and BE the expert in your building. Contact Joe if you want more information or have questions.

Dan L. announced two more in-service opportunities for Friday that are on the website.

Chip S. is now at SPSCC! He says the college is committed to music, and he has successfully started a community orchestra. Other music offerings include 1st year theory, choir, and they would love to include a band offering soon.

Greg A. announced that SOGO is offering a conductor's workshop – he has a flier if anyone is interested. SOGO is also offering free rehearsals for Middle School and High School students. POGO is partnering with the Boys and Girls Club, and is looking for a string instructor and a site coordinator.

Dan asked for news from our area for the Voice magazine – please send him anything you come across.

Dan S. announced that his school is hosting the African Children's Choir, who will present a concert tomorrow night, and they had an exciting work session with them today.

Jennifer L. offered to present a motion to raise the Treasurer and Webmaster stipends. Dan L. requested that we discuss this more at a later date. We want to see if our new processes simplify things.

Dan L. expressed our desire as a Board to keep our Regional business running smoothly, and will open nominations and voting for new Treasurer-Elect and Secretary-Elect positions in the spring.

Maria H. moved to adjourn, seconded by Marci E. Meeting adjourned at 6:54 pm.

Spring meeting will be on Monday, May 11th, at the same location, 5:45 pm.