

**Pennsylvania Music Educators Association
Executive Committee Meeting Minutes
January 8, 2010
PMEA Executive Office, Hamburg
8:00 a.m.**

Attendance: Fran Nesta, Scott Sheehan, Sue Basalik, Bill Pendziwiatr, Margaret Bauer (non-voting). David Cree, All-State Coordinator attended the meeting from 11: 00 a.m. until 1:45 p.m.

Action Items and Updates

Executive Director's Contract – After discussion, the Executive Committee and Executive Director agreed on a three year contract which includes: \$1000 raise in each of the three years; PMEAs will reimburse a level-term life insurance policy and internet modem costs; PMEAs will pay 1/3 of health insurance policy (which is the current agreement); current levels of vacation and sick leave will be maintained; a reduction in hours worked to 34 per week with flexible scheduling. The contract terms will be presented to the board for approval at tomorrow's meeting.

IAJE Scholarship – Bauer asked the Executive Committee to clarify the deadline dates and status of the IAJE scholarship. Money was given to PMEAs by the PA unit of IAJE to be used for scholarships for Jazz students. It was agreed that a \$1000 scholarship would be given each year until the money is used (the total amount given was \$6,397.56). The deadline will be the same as for the Irene Christman scholarship: March 19, 2010.

Strategic Plan – Discussion of the Governance Task Force and the Festival Task Force was deferred until later in the meeting.

Adjudication Training – Scott Sheehan expressed some concerns about PMEAs's adjudication program. He asked ExCom to think about what the program could be and indicated that he would be consulting Adjudication Chair Tom Snyder about adjudicator training, relationship to festivals, etc. The PMEAs State Board passed a policy in 2007 which stipulated that ALL adjudication judges must go through training by 2011 in order to continue to serve as judges. That leaves one year for all judges to meet that requirement and training is not being offered on a consistent basis at this time. In addition, there continue to be concerns about the financial aspects of adjudication. Executive Director Bauer pointed out that adjudication may end the year in the black instead of in the red for the first time ever. [Expenses and checks were received from the adjudication chair after the meeting, which may alter that prediction - Secretary's note]

Eastern Division/NEB Decision on PMEAs-only membership – Fran Nesta reported that PMEAs's request for a PMEAs-only full active membership category was turned down by the NEB at its meeting in June (we were not apprised of the decision until after the July board meeting). It was disappointing that the rationale for PMEAs's request was not included in the NEB minutes.

Task Force to Develop Guidelines for Partnerships with External Groups – Fran Nesta asked Bill Pendziwiatr to chair the task force. He will ask for volunteers to serve with Bill from the district presidents and C/I chairs.

Eastern Division Ranking Procedure – The procedure developed by the committee will be voted on by the board at tomorrow's meeting. Margaret Bauer raised a concern about the copyright notices on the etudes which were composed specifically for the ranking auditions. She was directed to contact the composers to get permission to copy the etudes for use at the All-State auditions.

Review of Staff Job Descriptions – Scott Sheehan had requested a review of the current staff job descriptions. Those documents were shared with ExCom in advance of the meeting. There were a few duties in the Director of Membership and Meetings position that ExCom suggested be transferred to the Director of Communications and Marketing. Margaret will work on making the changes. It was the consensus of the committee to appoint a Website Advisory Committee of members to assist Dave Weiss with the website. It was also the consensus of the committee to

have the executive director review Content Management Systems and purchase this software to help with keeping the website up to date.

All-State Recording and Sound Reinforcement Bids – Dave Cree distributed summaries for the All-State recording bids. He showed DVDs that were included as examples of the companies' work to ExCom for evaluation. After much discussion, it was the consensus of the committee to award Data Music Services the bid for sound reinforcement and to award Soundwaves the bid for the CD and DVD recordings of the concerts. Dave also asked ExCom to consider why we bid the recordings, since PMEA has no financial stake in the recordings (a future discussion).

All-State Harp Auditions – Dave reported on the results of the harp auditions. The proposed harp audition rubric was used successfully by the harp judges. Next year the harp audition submissions will be on DVD (required).

Piccolo Rotation for All-State Orchestra – It was the consensus of the executive committee to take this issue to the full State Board for a decision.

All-State Jazz Auditions – Dave reported on the numbers of audition DVDs submitted; he reported that there were some problems with the technology this year, with some of the vocal jazz submissions being blank or unplayable. There was only one piano submission (we need 2 piano players) and no bass trombone submissions this year.

Chaperone Charges for Districts – Dave confirmed that we would be charging each district which fails to meet its chaperone requirement \$350 per missing chaperone (the same registration fee as charged to the All-State students).

Citation of Excellence Procedure – Sue Basalik is in charge of a task force to examine the Citation of Excellence process and determine if changes are needed to that process. There was discussion on the matter; her task force will come back with recommendations.

Video Project Update – Margaret Bauer distributed the newly-revised DVDs from Tom McHugh. The DVD will be shown to the State Board at tomorrow's meeting and will be discussed afterward.

National Guard Request - Fran Nesta reported that he has contacted Jeff Jaworowski concerning his request to meet with ExCom and offered an explanation of PMEA policy on outside groups/schools/companies "recruiting" students at festivals (the practice is forbidden).

Use of PMEA Name and Office for Personal Gain – Fran reported on the issue of a PMEA past president using his PMEA position in a misleading manner to obtain information from other states in order to use it for business purposes. PMEA was contacted by a director in New York state who was very offended by this person's action. A letter was written by President Nesta, asking the past president to cease and desist. A response was received in the day's mail from the past president agreeing NOT to use his PMEA position as past president for business purposes. Fran Nesta will respond to the letter.

Hall of Fame – The Executive Committee recommends that the Hall of Fame committee hold nominees for 3 years, so the nominations do not have to be re-submitted by the nominator. The issue will be taken to the State Board at tomorrow's meeting.

New Business

2010 Conference Issues – Scott Sheehan reported that he is working with Straight No Chaser on their technical rider and that he is looking for sponsors for the gospel brunch on Saturday and/or the Thursday evening concert with Straight No Chaser. Conference Host Job Description was developed to serve as a guide for the person(s) serving in that position. The board will vote on the description at tomorrow's meeting.

Conference Issue left over from the 2008 Conference – Lower Dauphin HS claims that their sound shells were damaged by PMEA at the 2008 Conference in Hershey. Fran has been trying to resolve the issue since then; the sound shells are no longer manufactured by Wenger and parts are not available to fix them. It was the consensus of the committee that Fran should contact the school district superintendent and try to come to an amicable solution.

Outstanding Superintendent Award – There were several nominations this year. After extensive discussion, J. Thomas Masullo, Bellefonte Area School District, was selected as this year's Outstanding Superintendent.

Jim Stewart Award – The executive committee unanimously selected Charles H. Neidhardt as the recipient of the 2010 Jim Stewart Award. Chuck's service to PMEA is unparalleled, including service as adjudication chair, All-State Regional Manager, District President and State President (Vice-President and Vice-President-elect), as well as service in the PMEA Executive Office as a volunteer to assist with conference work.

Application for Tax Exemption (Real Estate) – It was the consensus of the committee that the executive director should apply for exemption from real estate taxes (non-profits typically do not pay real estate taxes, but PMEA has been paying them on the advice of its CPA; with the draw down of PMEA's reserves, the CPA now advises it would be worth it to at least apply).

Pennsylvania School Boards Association – The executive director questions whether or not PMEA should continue to hold membership and participate in PSBA's conference as the dues have increased to \$500 and the cost of exhibiting has increased to \$1600 per booth. The executive committee suggested that Bauer write a letter to PSBA expressing our concern that we have not had the opportunity to present a session at the conference and we are reluctant to continue paying when we're speaking to fewer and fewer people in the exhibit hall.

District Rebates – Bauer asked ExCom to discuss the issue of the district rebates because the district accounts are healthy but the state is looking at having to raise dues this year to cover operating costs. In addition, the executive office is doing more and more work for the districts as more districts choose to operate their festivals through their district accounts. This issue will be taken to the district presidents meeting for discussion.

GoFarUSA – Fran will contact Dale Murdock to discuss his request.

2012 Conference Location – Bauer reported that she is very concerned about our conference location in Valley Forge in 2012 since the facility is currently planning to establish a casino on one level of the convention center. The casino will eliminate our exhibit space, which is critical to the success of our conference. Bauer has consulted our attorney concerning the matter and has received an opinion from him. ExCom will discuss the letter and make a decision at a future point.

Video Proposal from Bill Pendziwiatr – Bill presented his thoughts concerning his proposal to do a promotional-type video. There was discussion.

District 8 Orchestra Issue – ExCom discussed a request from Jeffrey Tedford, Orchestra Director at Williamsport Area High School, to allow his students to participate in District 7 orchestra in light of the fact that there are very few schools in District 8 with string programs. Hence, his program supplies a huge percentage of the string players in District 8 orchestra. There was much discussion, but no action taken. The issue will go to the Festival Task Force.

Governance – Fran presented a possible model for changing the governance structure of PMEA. There was brief discussion, but no action was taken.

The meeting adjourned at 5:40 p.m.