

NDACDA
Summer Board Meeting: August 3, 2009
Valley City, ND

CALL TO ORDER: Leesa Levy, 7:10pm

- ☐ Members present: Mike Seil, Cheryl McIntyre, Jim McMahon, Desiree Bondley, Sheila Zinke, Michael Rockne, Sheldon Weltz, Deb Wald, Verna Brown, Pam Burns, Rebecca Raber, Leesa Levy
- ☐ Members absent: Celia Schmaltz, Vicki Boechler, Bruce Southard, Joshua Bronfman, Sue Gunderson, Keri Hess.
- ☐ Motion to accept minutes from last meeting by Rebecca, seconded by Cheryl, approved.

TREASURER'S REPORT: Sheldon Weltz

- ☐ After one year in office, things went very smoothly. All accounting items were due to National and were turned in prior to the due date. National is seeing an improvement from us in regards to our accounting and records.
- ☐ Review of the treasurer's report and explanation of various listings.
- ☐ **\$15,417.61** is the current amount in the bank.
- ☐ Leesa updated the board with some details from the National Office regarding clinician fees.
 - In State: \$500 for clinician fees plus \$100 to cover expenses.
 - Out of State: \$1000 flat fee clinician fee and meals...we pay hotel and travel.
- ☐ Deb Wald questioned a listing for "Bank Charge" for \$250 in the upcoming budget...Sheldon stated it was just a precaution for the upcoming year.
- ☐ Sheldon asked if anyone wanted to look at the checkbook and verify the accounting.
- ☐ Jo Ann Miller was elected Treasurer of National ACDA.
- ☐ Pam suggested that we budget an extra \$300 in the budget to cover the mailing for "Surround the State in Song." Discussion followed. Motion by Cheryl to add \$300 to the budget...seconded by Verna. Approved.
- ☐ Discussion of honor choir registration fees and the timeliness of sending them. Checks should be from a school, not from individual parents. Suggestion by Sheldon for Convention Honor Choirs only: registration date, 10 day deadline + extra fee (\$50), then no participation possible after that point. Only one check will be accepted from each school. Make sure there is a minimum of three weeks between notification from auditions and the money (registration) due date. The middle schools should have a set date, and the college/men date can be later. Sheila made the motion to change procedure include a registration date, a \$50 fee to those registering 10 days late, and no participation after the 10 day late period. Mike Seil seconded. Motion approved unanimously. This must be announced to teachers, through the mailings and journal.
- ☐ A note to R & S chairs for honor choirs: please send Sheldon the checks as you receive them. Don't wait until you collect them all, as it is better for the state of the accounts.
- ☐ Rebecca made motion to accept the Treasurer's Report. Deb seconded. Approved.

OLD BUSINESS

- ▣ R & S Chairs Appointments: (email any suggestions to Leesa)
 - Need to fill: Website, Men's choir, High School, Community Choirs, Small School Representative
- ▣ Leesa assigned R & S chairs their deadlines for yearly articles...also, sending reminders would help.

- ▣ Reports from the various R & S chairs
 - Michael Stevenson is looking into a Surround the State for church choirs.
 - Bruce Southard wants to do a special interest session for college students.
 - Membership magic date is April 1st for our State Allotment...very important to renew by that time.

NEW BUSINESS

- ▣ NDMEA Conference March 28-30
- ▣ No elections this year
- ▣ Outstanding Choral Director Award Nominations...send in ASAP
 - Put a form on the website with a deadline of December 31st.
- ▣ Website Issues
 - Vicky Boechler has resigned the post of webmaster. There have been issues with the internet webhost for a long time and there was frustration with their avoidance of fixing these issues.
 - Rebecca agreed to be the webmaster to get the updates started with a new webhost. Pam will help as needed. Mike Rockne moved to approve. Seconded by Cheryl. Motion carried.
 - The new webhost will have a startup cost of \$15 and then shall cost \$12/month and will provide plenty of space for an expanded website, including pictures, sound files, etc.. Pam made a motion to amend the budget to allow for the new web fees. Cheryl seconded. Approved.
 - Rebecca made a motion for Mike Seil to send flowers and a thank you card to Vicky Boechler on behalf of the organization in appreciation of her time as our webmaster. Deb seconded. Approved.
 - Several members requested placing a calendar on the website, listing our events.
- ▣ Description of Duty for Officers
 - Budgets for R & S Chairs: know what they are when planning your event.
 - Culminating reports from event chairs are due to the president within 2 weeks of event.
 - Membership Ideas
 - Write up a budget for any new ideas to benefit the organization and submit it
 - Deb Wald will write an article detailing how the membership can submit ideas.

- E-mailing out to superintendents/principals asking them to encourage their music educators to become members of their professional organization or allow them time to attend events.
 - Student/Collegiate chapters
 - Church/Community choirs
 - Ideas may be approved (by the board) via email, rather than waiting for the next meeting.
- ☐ Add to convention...a feedback sheet for teachers
 - We need a list of all teachers, not just the ACDA members.
- ☐ Leesa will write an advocacy letter for the organization to administration
 - Professional development, graduate credit available, testimonials, session ideas that will benefit their schools, advocacy, web address, SAT scores, social, etc.
 - Please allow them the professional day to develop their teaching.
- ☐ Publicity for Surround the State in Sound and Honor Choir events: Prairie Public, PSA, PTA groups. Send to associated press? This will be a duty for the EAST/WEST representatives.
- ☐ Convention business:
 - Rebecca gave a report on the upcoming convention in Grand Forks. The convention board had a meeting three weeks prior and worked out several details.
 - Make sure there are more interest sessions to suit all the membership areas we are targeting.
 - If you have never been in ACDA, you can attend for free if you have a personal invitation from a member.
 - Make sure to welcome and include the new members...have a hospitality person at the convention.
- ☐ Contact Brian Bubach to have him promote joining professional organizations in the fall rules meeting.
- ☐ What are the needs of the membership? Why aren't they joining? Money? Too many things? What do they feel they need? List of mentors? Send Leesa emails about what you think people need...how to serve our choral art and the state of the art in North Dakota
- ☐ Sheldon stated that we should remove Sheila's name from the checking account and have Rebecca's name added. Motion by Mike Seil. Seconded by Pam. Approved.

ADJOURNMENT OF MEETING

- ☐ Movement to adjourn by Deb.
- ☐ Seconded by Sheila.
- ☐ Approved by all.