

**Minnesota Band Directors Association Board Meeting
MMEA State Office Building – Conference Room A
Saturday, November 18, 2006**

Meeting Minutes

- I. Call to Order (President – Liz Jackson)
Members present: Ryan Anderson, Corey Desens, Chris Halvorson, Janet Heukeshoven, Liz Jackson, Scott Jones, Paul Kile, DeAnn Klun, Don Krubsack, Jeremy Mann, David Miller, Terri Svec, Sebastian Tackling, Adam Tervola Hultberg, David Trapp, and Barry Zumwalde. President Liz Jackson called the meeting to order at 10:00AM.
- II. Approval of September 2006 Meeting Minutes (Secretary – Corey Desens)
A motion to accept the minutes as presented was made by Barry Zumwalde and seconded by Paul Kile. Motion passed.
- III. Reports and Updates
- A. Treasury Report (submitted by Betsy McCann)
Although Betsy was not at the meeting, she submitted a report of the current MBDA financial status. Since the September MBDA meeting, \$5455.00 has been received by MBDA (mainly from membership dues). Expenses over the past two months have totaled \$845.05. The current MBDA money market fund balance is \$25,661.51. President Liz Jackson stated that it is good to be in such healthy financial shape heading into the restructuring of MBDA in the coming year.
- B. Membership Report (Alison Haseman)
Alison was not present at the meeting but submitted a written report. Currently, MBDA has 235 paid members and 75 unpaid members. Last year at this time, MBDA had 212 paid members.
- Alison reminds MBDA members that the membership year runs from September 1 – August 31. She stated that members are still having difficulty remembering this fact. Liz Jackson suggested adding the membership dates on both the website and to the Honor Band audition forms.
- Adding membership payment by credit card to the website was discussed again. At this point, it would not be a financial benefit to MBDA to add this option. It was suggested from Scott Jones and Jeremy Mann that the membership chair send an email to all registered but unpaid members on a monthly basis reminding them to send a check for their membership dues.
- Liz Jackson presented a proposal for membership change in regards to collegiate and student membership. Her proposal suggested the following changes:
- For Collegiate Membership (\$100) – With Benefits including:
- 1) Up to four (4) names from a single college or university can be included in the price of the membership, with the following stipulations for each of the four submitted names:
 - a. Must be an active member of the college or university faculty.
 - b. Must be a member of MMEA.
 - c. Must be actively conducting a band or orchestra at the college or university during year of membership.
 - d. One of the four names must be identified as the main contact person from that college or university. This person will be given the official login and password for the collegiate account.

- 2) Free link from the MBDA website to the college or university website.
- 3) Ability to send mass email messages to the MBDA membership
 - a. Message must first be approved by current MBDA president
 - b. Message will then be sent by a member of the MBDA executive board.
 - c. Email lists will NOT be sold under any circumstance.
- 4) Free student membership for all music education majors.

If a college or university does not wish to become a collegiate member of MBDA, music education majors of that college may still join MBDA free of charge by signing up on the MBDA website. Benefits would include receipt of all email communications throughout the year including job announcements, concerts, special events, career building resources and volunteer opportunities. Student members must also be members of their local CMENC chapter and MMEA. Student members may NOT sign off on MBDA honor band applications and will NOT receive the Pepper Music or SmartMusic (or future) membership perks.

A motion was made by Adam Tervola Hultberg, seconded by David Miller to accept the collegiate and student membership proposed changes. Motion passed.

Alison wished to thank David Miller, honor band audition coordinator, for going through the honor band submissions and confirming that each director was a member of MBDA. As always, there were several people who submitted recordings that were not members of MBDA. President Liz Jackson contacted each director who still needed to submit their membership check. Those who needed to become members, promptly complied so all of the audition recording submissions were listened to by the recording judges.

C. Honor Band Report (Don Krubsack, David Miller, and Barry Zumwalde)

Don Krubsack reported the 2007 Honor Band conductor's repertoire and bios have been posted on the MBDA website. Doug Schmitt has contacted publishers regarding donations of Honor Band music. Approximately \$1400 worth of donations have been given to MBDA through Doug Schmitt and these publishers. Doug Schmitt is also willing to donate folders for the honor bands.

David Miller just completed the audition coordinating portion of the Honor Band process. He recommended the following changes:

- 1) Make it very clear that MENC and MBDA are not the same organization so directors become members of BOTH organizations.
- 2) Make it clear that renewing membership is a TWO step process so directors also print their online registration and send their registration check to the membership chair.
- 3) Make it clear that membership is good for one school year.
- 4) Directors who are also submitting their membership checks with their recordings should send them to the audition chair rather the membership chair to avoid the mail delay.
- 5) Could MMEA check on MBDA membership?
- 6) The Honor Band may be held at a different time next year with the move to the regional model. Some aspects of the audition process may change.
- 7) A review of audition etudes/scales is necessary if the audition process remains the same.
- 8)

Discussion occurred regarding David Miller's recommendations. Liz Jackson recommended that membership checks must also be postmarked by the deadline of the Honor Band recordings. It was also suggested that the wording on the audition materials be changed to "recommended" tempo requirements on the scales and etudes to not discourage those who can't meet the tempos from submitting recordings. David Miller

will conduct a survey of recording judges about problems they are hearing with the Honor Band recordings.

Barry Zumwalde reported that Doug Orzolek's (6-8 Honor Band conductor) comprehensive musicianship handbook regarding his 6-8 Honor Band literature selections has been prepared. Liz Jackson will ask Doug if he is agreeable with an electronic copy being sent to all MBDA members and one hard copy being sent to each school who has students chosen to be members of the 6-8 Honor Band. Barry also reported that the Mary Schneider, 9-10 Honor Band conductor, session at the MMEA clinic is progressing.

D. Beginning Band Festivals Report (Dot Vick)

Although Dot was not present at the meeting, she shared the following information. The 2007 MBDA Beginning Band Festivals and Second Year Band Festivals will be held on May 5th and 12th. The five sites for the Beginning Band Festivals include:

Austin, managed by Tim Davis, May 12th
Moorhead, managed by Pamela Sweet, May 5th
Richfield, managed by Ben Hoehn, May 12th
Thief River Falls, managed by Kristen Buckley, May 5th
Worthington, managed by Jeanette Jenson and Jon Loy, May 12th

The two sites for the Second Year Band Festivals include:

Austin, managed by Tim Davis, May 12th
Worthington, managed by Jeanette Jenson and Jon Loy, May 12th

E. Volunteer Opportunities Report (Adam Tervola Hultberg)

Adam reported that the website has been a great asset in lining up workers for various events. He made note of various upcoming events that were short on volunteers. Board members agreed with Adam that the website volunteer page should separate "Paid Job Opportunities" and "Volunteer Job Opportunities" for clarity.

F. Website Report (Jeremy Mann)

Jeremy presented several options available to MBDA for upgrades in our current web service to accommodate the upcoming changes involved in the regional model. Jeremy Mann made a motion, seconded by Janet Heukeshoven, to hire Matt Schlukebier at the rate of \$20/hour to complete 15-20 hours worth of service to the MBDA website with a cap of \$400 to complete the project. Motion passed.

A motion by Jeremy Mann, seconded by Terri Svec, was made to upgrade the current website service to the Advanced Plan (\$119.40 yearly) and to purchase Additional Mailing Lists (5 for \$10 per year). This will greatly benefit the regional administration to access MBDA email accounts and creating mailing lists. Motion passed.

Liz Jackson presented a rotation of board members to prepare the Featured Member page on the website. Liz was also approached by Herminio Diaz to create a permanent link on the website to the Community Band Resource Center. It was recommended by the MBDA Board that Jeremy add this link to the website.

IV. Old Business

A. Regional Restructuring Plan (Scott Jones)

Scott Jones has been very active in recruiting MBDA members to become regional board members throughout the six new MBDA regions. He has received positive responses. Scott reported on each region and the slate of officers currently willing to serve in various positions. Some regions are almost complete in their executive board. Scott solicited names from the MBDA board for members to contact to fill those regions still needing

spots filled on their administrative team. Scott also identified various board members to serve as liaisons to help each regional administrative team. Board members included:

Ryan Anderson – Region 1
Dot Vick – Region 3
Terri Svec – Region 4
Adam Tervola Hultberg – Region 5
Sabastian Tackling – Region 6

It was agreed that each region would only hold a 6-8 Honor Band during their first year in existence. This will be a paper nomination process rather than a recording process. 2008 Regional Honor Bands will be held in February and the 2008 State Honor Bands will be held in April.

B. MBDA College Grant (Janet Heukeshoven)

Janet Heukeshoven presented a prototype of a revised grant application for the two \$500 grants that MBDA provides college band directors for the creation of experiences that directly benefit MBDA members and/or their students. Janet will explore versions of the grant application used in previous years for more complete details regarding the grant. An updated version of the grant application will be forwarded electronically to the MBDA board.

There was brief discussion about the nature and history of these grants and encouragement to explore making these types of monies available to all MBDA members, not just at the collegiate level. No action was taken on the discussion.

C. MBDA and Mentorship (Ryan Anderson & Chris Halvorson)

Ryan Anderson and Chris Halvorson presented a prototype letter to be sent to the MBDA membership asking for volunteers as experts in a particular aspect of band directing. The responses would then be compiled into a list of experts for mentees to contact regarding a specific aspect of teaching. There was some discussion about the screening of information as it is returned electronically. No action was taken on the discussion.

D. Creating Protocol for MBDA Activities

This item was tabled until the next meeting.

V. New Business

A. 2007 All State Band Camp (Liz Jackson)

This item was tabled until the next meeting.

B. Adjournment

The meeting was adjourned at 12:30PM

Report Submitted by Corey Desens, MBDA Secretary