

Minnesota Band Directors Association Board Meeting
Lunds, Plymouth, MN
Saturday, September 17, 2005

Meeting Minutes

- I. Call to Order (President – Liz Jackson)
Members present: Pam Bauman, Corey Desens, Alison Haseman, Liz Jackson, Scott Jones, Don Krubsack, Donald Lovejoy, Betsy McCann, Sandy Merry, Adam Tervola Hultberg, Dot Vick, and Barry Zumwalde. President Liz Jackson called the meeting to order at 10:05AM.

- II. Approval of June 4, 2005 Meeting Minutes (Secretary – Corey Desens)
A motion to accept the minutes as amended was made by Dot Vick and seconded by Adam Tervola Hultberg. Motion passed.

- III. Reports and Updates
 - A. President-Elect Report (Barry Zumwalde)
Barry and Liz Jackson met in August 2005 to discuss MDBA Honor Band and MBDA in general. Barry and Liz challenged the board to answer the question, “Why should anyone join MBDA?”

MMEA has given the MBDA a procedure to send mass emails to band directors in the state. Mass emails should be sent to the current MBDA President who will then forward the information to MMEA. This lets MMEA know it is an official MBDA email. Someone requesting a mass email sent through MBDA needs to be an MBDA member.

 - B. Treasury Report (Betsy McCann)
Betsy reported that there had been little operating expenses over the summer. The Executive Board met and put together a 05-06 budget proposal. The proposal estimated the MBDA income at \$26,100 and expenses at \$25,650. Betsy will prepare a copy of the 05-06 budget proposal for all board members. Liz Jackson recommended that the MBDA future budgets should be completed during the April meeting for implementation in June. Pending any questions board members may have once they receive a printed document of the proposed budget, a motion was made by Donald Lovejoy and seconded by Don Krubsack to approve the 05-06 proposed budget. Motion passed.

Liz Jackson brought up some expenses to be considered by the board. Matt Schlukebier submitted a bill for his website services for \$1500. A motion was made by Betsy McCann to pay the bill submitted by Matt. Alison Haseman seconded the motion. Motion passed.

The board considered options to fulfill the MBDA’s promise to contribute to the Arts Education Consortium of Minnesota. It was decided to have Jeremy Mann establish a tab on the MBDA website to have individuals who are completing the membership process donate to the consortium. MBDA would also budget \$500 on the consortium’s behalf.

Alison Haseman presented a letter she had received from the University of St. Mary’s stating that MBDA had not cashed one of their checks. Betsy McCann will investigate the missing check issue.

 - C. Membership Report (Alison Haseman)
Alison provided the board with an update on the current membership drive for the 05-06 year. A mass email was sent out on September 9, 2005, to all former and current MBDA members reminding them to update their membership and send in their dues. Alison, Corey Desens, and Betsy McCann did a postcard mailing to all band directors in the state about the opportunity to join MBDA. Alison also reported that the Band World subscription perk is not really being used by members. Liz Jackson suggested that MBDA reflect upon the perks offered in our membership drive before going through this

process again. Scott Jones suggested that college band directors also be included in the postcard mailing in future years.

D. Representative Reports

1) Elementary Greater MN (Pam Baumann) – nothing to report.

2) Elementary Metro (Sandy Merry)

Sandy is working on a study comparing MCA scores with her 5th and 6th grade band and orchestra students to non-instrumental students in her school. She is willing to share her research with MBDA.

3) Middle School Greater MN (Dot Vick) – nothing to report.

4) Middle School Metro (David Miller) – not present at meeting.

5) High School Greater MN (Don Pochmara) – not present at meeting.

6) High School Metro (Don Krubsack)

Don has researched SurveyMonkey.com and has established that it would be an effective survey tool that MBDA could use. He also provided results from his summer experimental survey. Scott Jones added that SurveyMonkey.com could be used as a follow up for the MBDA Honor Band participants or for use in the regional restructuring project.

Don also passed along a copy of the email conversation he had with Jim Bartsch, educational outreach coordinator with the MN Orchestra. The MN Orchestra offers several programs for schools throughout the state. It is Jim Bartsch's hope to work with as many schools as possible.

7) Small School (Adam Tervola Hultberg)

Adam shared his frustration with the wide scope of his position as Small School Representative. He is having difficulty connecting to the many small school band programs to feel as if he is representing them. Liz suggested Adam contact the MMEA office to see if they can supply a list of emails for small school programs.

8) College (Donald Lovejoy)

Don reported that the college grant form was not updated on the website. This year's application deadline will be extended to November 15, 2005.

9) College Band Directors Association National Association (Amy Roisum-Foley) – not present at meeting.

10) MMEA Band Vice-President Report (Amy Roisum-Foley)

Although Amy was not present at the meeting, she shared with Liz Jackson via a phone conversation that MMEA is planning on implementing its mentorship program for new teachers. This will take the place of MBDA offering its New Teacher Workshop. MBDA would love to help the MMEA in anyway in their implementation process.

11) Website (Jeremy Mann)

Jeremy was not present at the meeting but submitted a report. He encourages any person having a problem with the website to contact him. He is establishing a "Featured Resources" tab on the website and asks members who have web resources to post on this link pass that information along.

E. Honor Bands (Barry Zumwalde/David Haaverson/Karen Frawley)

Honor Band conductor contracts were sent to Jerry Luckhardt (U of MN), 6-8 Honor Band and Dr. John Ross (U of MN-Morris), 9-10 Honor Band in late August. Barry will check with David Haaverson to see if the contracts have been returned. Barry also shared a report from Karen Frawley.

Liz Jackson shared a proposed Honor Band Selection Statement to the board. The statement is to be posted on the website to answer questions regarding the Honor Band Selection process. Discussion occurred regarding the wording of the statement. Following the discussion, it was agreed that the statement read:

“Students in grades 6-10 must be members of the school band program during the year of audition and have directors who are presently members of both MBDA and MMEA. Students are selected based on ability through the evaluation of audition tapes by qualified music educators, but each school is limited to no more than six (6) students per band (typically each MBDA Honor Band consists of between 70-80 students). Instrumentation is determined by the needs of the guest conductor and by the musical demands of the selected literature. The ranking given to the student by the school director is consulted only when the audition score, instrumentation, and school participant limit are in conflict. It is the intent of MBDA to represent as many schools across the state as possible while functioning within the stated guidelines.”

Adam Tervola Hultberg made a motion to accept the Honor Band Selection Statement. Barry Zumwalde seconded the motion. Motion passed.

Liz recommended that a written system for the selection process be established and passed along to future selection committee members to keep the system consistent.

David Miller is to find section coaches for the 6-8 Honor Band. Don Pochmara is to find section coaches for the 9-10 Honor Band. Barry will communicate with these representatives.

Sandy Merry shared that Hopkins HS would be willing to host the Honor Bands in future years.

Liz recommended that a written document of Honor Band coordinator duties be established to pass on to future coordinators.

F. Beginning Band Festivals

No communication in response to attempted contacts has been received from Katy Linne who has volunteered to be the Beginning Band Festival coordinator. If no communication is received from Katy by October 1, 2005, Dot Vick will assume coordinator duties. Adam reported that a fourth beginning band festival site has been added in Baxter, Minnesota.

G. MMEA Mid Winter Clinic (Scott Jones)

Duties of the Past President will now specifically include MBDA's presence at the MMEA Midwinter Clinic. Chuck Weise has agreed to be the reading band coordinator for the next two years.

H. Regional Model Task Force (Scott Jones)

Members of this committee are Scott Jones, Dot Vick, David Miller, and Don Pochmara. Meetings of the committee are taking place through the use of the conference call technology MBDA acquired last year. The committee has begun work on a proposal for the implementation of a regional model for MBDA. The proposal is being prepared for presentation to the full MBDA board at the June 2006 meeting.

I. Volunteer Opportunities (Adam Tervola Hultberg)

Adam updated the board on his current volunteer list.

IV. Old Business

A. Wal-Mart Band Instruments

Liz Jackson shared with the board the work John Zschunke is doing.

Sandy Merry suggested that MBDA put together an MBDA statement to be available to directors regarding choosing quality band instruments. Liz will ask John Zschunke if he is willing to do this. Dot Vick suggested that we pass this document on to college instrumental education course students as well.

V. New Business

A. Upcoming Board Dates and Locations

Liz proposed a rotation of locations for the MBDA Board meetings. She will be responsible for finding meeting places at the following locations:

September – metro (9/17/05)

November – north (11/19/05)

January – conference call (1/21/06)

April – south (4/15/06)

June – metro (6/3/06)

B. Proposed Budget for 2005-06

More details will be available for review at the next meeting.

C. Reimbursement Policy

Betsy will work on a written policy to state the reimbursement guidelines for board members who are receiving mileage to attend the MBDA meetings. MBDA will follow the IRS guidelines in raising the mileage rate to 48.5 cents a mile.

D. Additional Directed and Appointed Representatives to the Board

Liz will contact someone from ASBDA to see if they would like join our board. The current MBDA by-laws state that a representative from MMEA Jazz, ASBDA, and the NBA should be included on our board.

E. Katrina Relief Request

Liz shared an email she received about a request to submit donated band instruments to the musicians in the New Orleans area. MBDA will spread the word to individual band directors about contact information.

F. Additional Items

Thank you's were extended to Jeremy Mann for his website work; Betsy McCann, Corey Desens, and Alison Haseman for their work in the membership drive; and Karen Frawley and David Haaverson for their Honor Band preparations.

VI. Adjournment

The meeting was adjourned at 12:15PM

Report Submitted by Corey Desens, MBDA Secretary