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## MMEA BOARD OF DIRECTORS MEETING

Perpich Center for Arts Education, Golden Valley, MN  
May 15, 2010

### SESSION I

#### I. CALL TO ORDER

MMEA President Cynthia Shirk called the meeting to order at 9:00 am. Board member not present: Cathy Engbloom, Dan Fretland, Mike Walsh, and Bill Webb.

#### II. MINUTES

President Shirk presented the minutes from the January 9, 2010 board meeting for board approval.

**It was moved by Keitha Hamann, seconded by Michael Scott, and carried unanimously to approve the minutes from the January 9, 2010 Board of Directors meeting.**

#### III. REVIEW AND ADOPTION OF AGENDA

President Shirk presented the written agenda for review and adoption.

**It was moved by Janet Heukeshoven, seconded by Sandra Munson, and carried unanimously to adopt the agenda for the May 15, 2010 Board of Directors meeting.**

#### IV. STRATEGIC PLANNING: COMMUNICATION TASK FORCE

President Shirk presented information on forming a communication task force. Past President Barden presented communication background information from past Midwinter Clinics and the board did a communication survey. The results of this survey will help shape the direction of the communication task force. Barden recapped the results of the survey.

#### V. COMMITTEES

The board broke into two committees – All-State (February 2012/13 planning, jazz auditions, and copyright) and Communications.

#### VI. STANDING COMMITTEE REPORTS

A. Jazz Chair John Greene reported for the All-State committee. The committee discussed changing the process of the jazz auditions from live to recording them on-site. MMEA would hire jazz specialists for each instrument to listen to and rank the recorded auditions. Selection of the students would still occur on Draft Day under the prior process and policies. The cost for jazz auditions would increase to \$30 for the initial deadline and \$40 for the final deadline. This policy change would be effective for the 2011 All-State auditions. Choral Vice President Diane Heaney reported on changing the venue for February 2013 from Orchestra Hall to Bethel University due to the planned renovation of Orchestra Hall.

**It was moved by the All-State committee and carried unanimously to change jazz audition procedures from live to recorded auditions effective for the 2011 auditions. The cost for jazz auditions will increase to \$30 for the initial deadline and \$40 for the final deadline.**

B. Past President Wendy Barden reported for the Communication committee. Barden reported the task force can move forward without doing another survey. The committee discussed members developing a relationship with their region representative, region representatives sending out information to their region, *Interval* articles, updating the MMEA website by assigning a chair on the board, sending emails highlighting topics on the top of the email, and having a person on the task force that has never served on the MMEA board.

#### VII. EXECUTIVE DIRECTOR REVIEW AND SALARAY DISCUSSION

The Board of Directors went into a closed session to discuss the annual review of the Executive Director. In accordance with the Executive Compensation policy, performance was discussed, along with comparison of pay to similar positions.

**It was moved by Dennis Conroy, seconded by Jennifer Krinke, and carried unanimously to increase the Executive Director's salary by 2% effective July 1<sup>st</sup>, 2010, to \$59,657.**

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VIII. CHANGING OF THE GUARD

President Cynthia Shirk presented certificates of appreciation to outgoing board members, Kathi Berggren, Scott Carter, Dennis Conroy, Tim Davis, John Greene, Jennifer Krinke, Matt Oyen, Lee Varpness, and Michael Walsh.

IX. FINANCIAL REPORT

Executive Director Mary Schaefle reported clinic registration was down 10% but there were gains in collegiate and retiree attendance. The Elementary Festivals were down more than expected but the Junior High Festival participation was up. The All-State audition participation and membership remained flat. Schaefle reported accounts receivable has stabilized.

Schaefle reported income was higher than expected for Junior High Festivals, Early Childhood Conference, and All-State Auditions. Income was on track for membership, All-State camps, and the Exhibit Hall. The income for the Midwinter clinic was slightly under budget. Printing costs were down significantly with the new vendor, and the costs for Elementary Festivals, Early Childhood, and Junior High Festivals were under budget. MMEA did not meet minimums for the Hilton contract so as a result MMEA lost the price reduction for Board members hotel rooms. The Midwinter clinic expenses were up for headliner travel and lodging, and food costs. There is a smaller than expected surplus from the Midwinter clinic. This will impact the budget for the remainder of the fiscal year.

**It was moved by Ardis Nelson, seconded by John Myszkowski, and carried unanimously to accept the financial report.**

Schaefle reported there is a new law for Minnesota nonprofit companies with a budget under \$750,000 that no longer require an annual audit. The Executive Committee wanted to balance independent review/oversight with cost containment. MMEA will have a full audit every 3 years, and review audits other years.

Schaefle reported membership will increase to \$112. MMEA is increasing the cost by \$1. Schaefle recommended increasing full conference clinic registration to \$90, Junior High Festival registration to \$130 one group/\$230 for two groups. Schaefle recommended increasing the February accompanist honoraria to \$250.

**It was moved by Michael Watson, seconded by Josh Hogberg, and carried unanimously to approve the recommended program fees and honoraria. Full conference clinic registration will increase to \$90. Junior High Festival registration will increase to \$130 for one group/\$230 for two groups. February accompanist honoraria will increase to \$250.**

X. LUNCH BREAK

**It was moved by Bob Ouren, seconded by Chris Halvorson, and carried unanimously to adjourn the meeting.**

XI. COMMITTEES MEET TO REVIEW PERFORMING GROUP APPLICATIONS

XII. COMMITTEES ADJOURN