

**Nebraska Music Educators Association  
Executive Board Meeting  
August 15, 2009  
Country Inn Suites  
Kearney, Nebraska**

The summer meeting of the Nebraska Music Educators Association Executive Board was called to order by President Rex Barker at 9:00 a.m., August 15, 2009 with the following officers present: Rex Barker, Neal Schnoor, Lance Nielsen, Joyce Patch, Bryan Johnson, Kim Wiedeman, Dave Klein, Kelly Meyer, Matt Sheppard, Nicole Chapman, Roger Thaden, Marilyn Godby, Ashley Lawton, Judy Bush, Daniel Laing, Sharon Hoffman and Duane Johnson. Not attending were Doug Bush and Sarah Boeka.

**AGENDA ITEMS**

President Barker shared correspondence he has received since the last board meeting. Board members were asked to indicate the housing arrangements they will need for the 2009 conference.

President Barker asked for additions and corrections to the printed agenda. He asked that Budget be added as an additional item of business. Roger Thaden asked to add an informational item to report on the mentoring committee meeting that took place on Friday evening, August 14.

**It was moved by Lance Nielsen, seconded by Kim Wiedeman, that the amended agenda be approved. Motion carried unanimously.**

**BOARD REPORTS**

Secretary/Treasurer Bryan Johnson presented the minutes of the May 2, 2009 Executive Board Meeting. **On a motion by Neal Schnoor, seconded by Nicole Chapman, the minutes were approved as presented. Motion carried unanimously.**

Secretary/Treasurer Johnson presented a treasurer's report indicating a checking account balance of \$7,319.74, a scholarship account balance of \$2,615.08, and certificates of deposit totaling \$111,444.60. **On a motion by Lance Nielsen, seconded by Roger Thaden, the treasurer's report was accepted as presented. Motion carried unanimously.**

Secretary/Treasurer Bryan Johnson reported that \$10,000 was transferred from the certificates of deposit to the business account. These funds helped pay for the digital recorders and two computers for the Executive Director. Funds in the checking account are currently quite low. This is typical of mid-August – cash flow is at its lowest just before All-State applications, membership renewals, and conference registrations begin to arrive.

**PRESIDENT** – Rex Barker reported on several items:

- The shuttle service has been secured for the 2009 Conference.
- Conference hotel rooms are now being reserved for board members and conference conductors and clinicians. Be sure to reserve the correct nights for your stay in Lincoln and for any clinicians and conductors you are working with.
- Contracts have been extended for photography, videography, apparel and awards.
- Rex, Joyce Patch, and Lance Nielsen attended Music Education Week in Washington DC this summer. This event was held in conjunction with the MENC National Assembly. There were

many positive outcomes from the week and there are some things that will be reviewed and evaluated.

- A meeting has been set with the new Commissioner of Educator, Dr. Roger Breed. NMEA has met with other arts organizations to coordinate our efforts to reinstate a Fine Arts representative at the Department of Education.
- Rex was able to attend summer NSBA and NCDA meetings and pass along updates on NMEA activities.
- The NMEA Young Leaders Retreat was held in Kearney on July 20-21 with thirteen participants.
- During the fall conference the board will have two business meetings and three informal gatherings:
  - Tuesday, November 17 – Informal dinner the night before the conference – No agenda.
  - Wednesday, November 18 – 5:30 p.m. – Dinner meeting – short business agenda.
  - Wednesday, November 18 – 8:00 p.m. – Annual Business Meeting.
  - Thursday, November 19 – 9:00 p.m. – Informal reception with board, clinicians, conductors, and guests.
  - Friday, November 20 – Informal final dinner at the conclusion of the conference.

**PRESIDENT-ELECT** – Neal Schnoor presented an overview of the 2009 conference and an update on the strategic plan. He asked board members to review the existing strategic plan and note concerns, additions, and corrections. Items that have been completed or moved to policy will be eliminated from the next plan, which will be on the agenda of the February 2010 meeting. Prior to that meeting, please consider very carefully anything that will focus on the key initiatives with greatest potential benefit to members, students, music dealers, and music education. What can be done to increase our budget for conference clinicians and All-State conductors in light of declining revenues and increasing costs? All board members are asked to evaluate their position, job description and activities to evaluate benefit to cost effectiveness. What can be done to make the association more cost effective? (For example, is it possible to eliminate one board meeting per year, or go to an on-line meeting?)

**IMMEDIATE PAST PRESIDENT** – Lance Nielsen reported that the slate for officers includes Judy Bush (Lincoln Public Schools) for President-Elect, Andrew Johnson (Johnson County Public Schools) and Bryan Bohn (North Platte Public Schools) for Apprentice Band Chair, and Annette Mitchell (Norris Public Schools) and Judy Welch (Waverly Public Schools) for Chair of Elementary Affairs.

The corporate sponsor letter and materials have been updated and will be sent out in October. Alltel has been purchased by Verizon and will no longer be an NMEA corporate sponsor. We will not have NMEA-issued cell phones for use at conference this fall. Most board members are now using their personal phone at conference anyway. If a board member needs extra minutes for their calls at conference we will make accommodations. Lance will need a list of everyone's cell phone numbers before the conference so he can make up a master list.

**SECRETARY/TREASURER** – Bryan Johnson reported that there have been a number of major projects this summer.

- The new digital recorders were inventoried, tested, and assigned identification numbers.
- Audition meetings were held with site chairs at the summer NCDA and NSBA conventions.
- The All-State excerpts were created from the All-State repertoire.
- The auditions materials on the NMEA website were revised.
- The Audition Site Operations Manuals were completely revised to reflect the change to instrumental digital auditions. These manuals are posted on the NMEA website.
- The Auditions CD was created and mailed to all high schools by August 1<sup>st</sup>.
- The Auditions Book was completely rewritten in a different format – four audition-specific PDF files that are on the Auditions CD and on the NMEA website.
- The conference database has been adjusted to reflect all changes for this fall's conference.
- The All-State master database has been revised for use this fall.

- All-State student contracts have been added to the master database and will be sent to schools as PDF files this fall. This will save printing and postage costs, as well as getting materials to the schools more quickly.
- The instrumental All-State application forms have been changed to reflect the digital auditions.
- Work continues on digitalizing items from the NMEA Archives.
- The membership database has been revised to allow for CASS certification of addresses. Address labels are now sent electronically for all NMEA mailings from Service Press and Gordon Bernard Co. This process allows for a savings to NMEA.

The first NMEA “email newsletter” was sent in mid-May. The second is scheduled to be sent the week of August 17. These emails will contain information about coming events and deadlines and other NMEA news. If any board member has an item for the newsletter it should be sent to the Secretary/Treasurer at least two weeks before it needs to go to the membership.

All-State CD sales are somewhat lower than in previous years. This may be an indication of lower audition numbers this fall. Membership continues to hold steady at this time but most memberships come up for renewal in the months of September, October, and November.

**EXECUTIVE DIRECTOR/EDITOR** – Joyce Patch reported on several items:

- Much of June was spent traveling to MENC meetings in Washington DC. During Music Education Week she attended NEB meetings and the National Assembly. At this conference Dan Abrahams, Instrumental Director at Omaha Bryan High School, received the Jupiter Band Award for Teaching Concert Band. Lance Nielsen was asked to serve on MENC’s Professional Development Committee to plan future music education events in Washington.
- MENC is using a new procedure for elections for national president. The final four candidates appeared before the National Assembly. The candidates were ranked; then the nominating committee determined the final two candidates. Perhaps NMEA could model our election process on this format. This could increase attendance at our annual meeting.
- Flights for conductors and clinicians have been booked and the conference database is up-to-date.
- Board members are needed to help preside at conference sessions and concerts. Take a look at the schedule and see where you might be able to help.
- The photo on the 2010-2011 membership calendars in 2010-2011 will be the participants in the 2009 Leadership Retreat.
- Joyce is reserving rooms for both audition day, October 10 in York, and for the instrumental selection process, October 16 in Lincoln. All-State results are scheduled to be posted on Tuesday, October 20.
- There is less advertising in the *Nebraska Music Educator* magazine. The magazines are now mailed using CASS certification. This results in fewer returned magazines and a savings for NMEA. A main discussion topic among state editors is the move to online publication of their magazines. Most do not foresee online publications being the only way state magazines are available.
- Deadlines for the October issue of the magazine (the conference issue) are very important. Please be sure to make all deadlines.
- The postage meter rented from Pitney Bowes has been returned and NMEA will use the post office to send mail in the future. NMEA owns the postage scale used by the Executive Director.
- The principal’s newsletter and the exhibit contracts were mailed on August 4.
- The website has the updated audition manuals, audition site operation manuals, etudes, conference schedules, and updated forms and applications. We are at a standstill on work to expand the website and include a secure “members-only” section. Neither UNL nor our web server has responded to questions. After the conference it is important that we start searching for a new host for our website.
- If not decided by email vote prior to our meeting, NSAA is asking for our help in nominating an individual for the annual National Federation of High Schools State Music Award.
- Nominations for the Distinguished Service Award are made at this meeting.

- Joyce shared a list of deadlines for the *Nebraska Music Educator* magazine and the 2009 Conference Program.

**CHAIR OF CHORAL AFFAIRS** – Kelly Meyer reported that the chorus rehearsal CDs arrived on time and are available for purchase. These rehearsal CDs include an example of the spoken Russian text. As soon as rehearsal notes from the conductor arrive they will be posted on the NMEA website.

**CHAIR OF BAND AFFAIRS** – Kim Wiedeman had no report at this time.

**CHAIR OF ORCHESTRA AFFAIRS** – Dave Klein reported that all of the music for the All-State Orchestra has been rented or borrowed. String parts will be marked with bowings in the next months. Patty Ritchie is working to line up folks to help with the Thursday afternoon chair placements and sectionals.

[It was noted that the duties of lining up conference rooms for rehearsals, chair placements, and sectionals are handled by the President Elect, working with the conference site hosts. Orchestra, Band, and Chorus Chairs should update their job manuals to reflect current practice. NMEA and UNL have a list of all percussion equipment provided at each rehearsal and performance site. Any percussion equipment needed that is not on that list will be the responsibility of the All-State students and their directors or the directors of the ensemble performing at that venue.]

**CHAIR OF AUDITIONS** – Matt Sheppard reported that the digital recorders have been delivered and will soon be sent to the audition sites. Matt has met with Cindy Nichols of UNO. Cindy served on the Third Year Etudes Committee and was under the impression that the board was going to adopt all the etudes that the committee recommended – published works rather than commissioned etudes. Since this committee met while Tom Jaworski was Auditions Chair, Matt has asked Tom to respond to the committee, explaining the board's decision.

Training the audition site hosts to operate the digital recorders is going well. The final few sites will get training within the next week.

Executive Board members are needed to serve as audition site representatives on October 10. A group of people will also be needed to process auditions on the evening of October 10 and the weekend of October 16. Matt shared the list of all individuals who are working on that weekend, along with their audition sites and their job descriptions. [After the conclusion of the formal board meeting, those individuals serving as audition site representatives met with Matt and Bryan Johnson to go over the new materials used for instrumental auditions and to become familiar with the digital recorders.]

The board discussed the possibility of a split voice classification at sites that have a large number of vocal auditions. This practice is highly discouraged and is usually not needed as there are enough cancellations to bring actual audition numbers within acceptable totals.

**CHAIR OF ELEMENTARY/GENERAL MUSIC AFFAIRS** – Nicole Chapman reported that an early email request for conference presiders resulted in eight volunteers covering 14 sessions. There are over fifty more sessions and concerts to cover and another email request will be sent later this month.

**CHAIR OF MIDDLE LEVEL/JUNIOR HIGH AFFAIRS** – Sarah Boeka reported the application for the 2010 Music at the Capitol program is on the NMEA website. Applications and a CD are due by January 15, 2010. The event will be on March 1-5, 2010 and has been approved by the officials at the state capitol. Another request for conference presiders needs to go to the membership in August.

**CHAIR OF COLLEGE/UNIVERSITY AFFAIRS** – Doug Bush reported that ten applications for the Student Teacher Grant were received and evaluated. Three students from three different institutions were chosen to receive the grants based on their essays and grade point averages. Doug will be working to update the application, making it more clear and succinct. In addition, he will create a rubric to use in the Student Teacher Grant selection process. One Outstanding CMENC Chapter application has been received.

**CHAIR OF COLLEGIATE MEMBERS (CMENC)** – Ashley Lawton reported that activity has been slow over the summer months. She has updated contact information for new chapter officers and advisors. Planning is underway for Collegiate Day. Topics and activities for the networking session and opening general meeting are being planned.

**HISTORIAN** – Duane Johnson reported that he has spent considerable time working on the Archives. Three music educators will be inducted into the Hall of Fame in November. The process worked very well this year. A questionnaire has been sent to retired music teachers asking them to update their files. Not everyone responded but bios have been created for the majority of our retirees. Retirees were also asked to respond to a questionnaire on their role in mentoring and their personal opinion on how mentoring should be handled.

**ADVOCACY/PUBLIC RELATIONS** – Judy Bush reported that she met with the Nebraskans for the Arts Education Committee in June. Work continues in the effort to fund the position of Fine Arts Coordinator at the state Department of Education. NMEA was represented at the July NCDA convention at Doane College. All-State rehearsal CDs were available for purchase at this convention.

On June 30 Rex Barker and Judy met with Bill Luxford from channel 21 in Lincoln to discuss airing the All-State concerts. There will be no cost to NMEA and Dan Ehly of Mid-America Video has given permission to use his DVD for this program.

Joyce Patch and Judy met with NET Radio Network manager Nancy Finken and Terry Dugas of NET to discuss airing the All-State concerts. Net 2 is available to broadcast the Mid-America Video at no cost to NMEA. Judy will contact Dan Ehly and the Lied Center to determine what other fees may be involved in this broadcast.

**MEMBERSHIP/MENTORING CHAIR** – Roger Thaden reported that the 2009-2010 membership calendar has been completed and will be mailed directly from Gordon Bernard Co in late August. Mentoring discussion continue with NMEA-Retired and Phi Beta Mu.

**TRI M CHAIR** – Becky Wilhelm had no report at this time.

**EXHIBITS** – Marilyn Godby reported that 2009 exhibit charges reflect increases previously voted by the NMEA board. We are now in line with national pricing and no further increases are recommended. Businesses and corporations are being hit hard in the current economic situation and a price increase is not advisable. Current prices are \$250 for the first 8 by 8 foot booth (includes \$25.00 NMEA membership dues); \$225.00 for each additional booth; \$30.00 per electrical outlet; \$20.00 for each additional 1.5 by 6 foot table; and \$45.00 for the booth for affiliate organizations. There is no longer an option for a telephone line. Internet connections will be arranged directly with the Embassy Suites. The prices charged to NMEA from the Embassy Suites have increased \$10.00 per booth (\$45.00 total); \$5.00 per booth "Maintenance/refresh fee" (\$15.00 total); \$5.00 per electrical (\$15.00 total); and \$5.00 per extra table (\$15.00 total). Due to budget cuts the MENC Resource Shop is on hiatus and will not be in attendance this year.

Hospitality costs have increased \$100.00 for a total of \$3,500.00. However, due to the change in schedule this year, the entire amount budgeted for hospitality should not be needed. Tri-M help will not be available for either set-up or tear-down this year due to the change to a Wednesday-Friday schedule. Midwest Tent & Events will provide booth signs and handle pre- and post-shipment of materials.

**RESEARCH** – Daniel Laing reported that he is working on creating interest for a poster session at the November NMEA conference. There is very little original research going on in the state, making it difficult to generate interest in this project. He is also in the first stages of conducting a research project that addresses a lack of male participation in instrumental music ensembles in Nebraska.

## **INFORMATION ITEMS**

**2009 CONFERENCE** – President Elect Neal Schnoor presented the schedule for the 2009 conference. He asked each board member to review very carefully the details of the conference and bring forth any comments or concerns. The conference schedule is posted on the NMEA web site.

## **CONSENT AGENDA**

**Motion by Lance Nielsen, seconded by Neal Schnoor: The consent agenda will be adopted. Motion carried and the following motion was approved:**

(Offered by Bryan Johnson) **NMEA will donate \$50.00 each to the Scholarship/Grant Fund in memory of Reiner Andreesen and Earl “Pete” Jenkins.**

## **ACTION ITEMS – OLD BUSINESS**

**ALL-STATE MEDALS AND RECOGNITION** – Roger Thaden moved that NMEA purchase lanyards to be included with the All-State participation medallions. The motion was seconded by Nicole Chapman. These lanyards would allow the medallions to be worn at the All-State final concerts. The estimated cost will be about \$1,500.00. Discussion centered on the ability of NMEA to make this purchase at this time since the item is not budgeted for this year. Secretary/Treasurer Johnson indicated that funds are not currently available. **Roger Thaden and Nicole Chapman withdrew their motion.**

President Barker asked for a straw poll of board members on whether or not the lanyards should be purchased at whatever time in the future it becomes feasible to include this item in the budget. The majority of board members indicated that they would be in favor of purchasing the lanyards in the future.

**CORPORATE SPONSOR PLAQUES** – Roger Thaden moved that the corporate sponsor award be redesigned to include an “add-on” configuration for years of sponsorship. The motion was seconded by Lance Nielsen. This change will allow NMEA to present one plaque to corporate sponsors that includes recognition for multiple years of sponsorship, replacing the current practice of presenting a new plaque every year. There will be some extra cost the first year with substantial savings in future years. **The motion carried unanimously.**

**ALL-STATE CONDUCTOR AWARD** – Lance Nielsen moved that NMEA develop an award to recognize our All-State conductors. The motion was seconded by Kim Wiedeman. Discussion centered on the cost of developing a new award and whether a plaque was of value to the conductors. It was suggested that a different sort of gift that had specific meaning for the state of Nebraska would be of more lasting value; for example, a commemorative book. **The motion was defeated with three voting yes and seven voting no.**

**STRATEGIC PLAN** – This item was moved to the New Business part of the meeting.

## **ACTION ITEMS – NEW BUSINESS**

**DISTINGUISHED SERVICE AWARDS** – President Barker asked board members to submit nominations for this year's award. No formal action was taken at this time.

**NFHS MUSIC AWARD** – President Barker and Executive Director Joyce Patch explained that Nebraska music educators have submitted a nomination to the NSAA for this award. An email was sent this past week to NMEA board members asking for their approval of this nomination and all members replied affirmatively. NMEA has replied to Bud Dahlstrom at the NSAA office with our support of the nomination.

**NET AIRING ALL-STATE CONCERTS** – Judy Bush gave an overview of her meetings with personnel at NET regarding the broadcasting of the All-State concerts on NET radio and television. There are still some questions about fees for broadcast rights, as well as possible additional fees at the Lied Center. Otherwise there is no cost to NMEA for these broadcasts. NET would use the video and audio produced by Dan Ehly at Mid-America Video Images for these broadcasts. Dan has been involved in the discussions and has agreed to these broadcasts. His company will receive credit during the programs. Plans are for possible airing during March as "Music in Our Schools" month. They would probably be one hour highlight concerts. The time frame for publicity regarding these programs needs to be adjusted so it does not impact sales of DVDs. Neal Schnoor suggested that some corporate sponsors may be interested in helping sponsor these broadcasts.

**Rex Barker moved, seconded by Kim Wiedeman, that authority be given to the budget committee and Public Relations Chair to decide if the All-State concerts should be aired over NET – in March 2010 during Music in Our Schools Month – after determining costs and details involved with Net, the Lied Center and Mid-America Video. Motion carried unanimously.**

The board extended thanks to Judy for her work on this project. NMEA has tried to get the concerts on television for many years and it appears that it may finally become a reality

**WEB POSTINGS** – President Barker reviewed current policy regarding postings from non-NMEA companies and individuals on our website. NMEA is receiving an increasing number of requests for assistance in getting information to music teachers in the state, either by email or through a mention or link on the website. How does NMEA determine what can be posted and cannot be posted? Current policy does not allow for any postings on the website and NMEA does not share email addresses. There was discussion on whether or not this policy should be changed. Who would make these decisions and where do they draw the line between what is acceptable and what is not? The board consensus was that there are many ways for individuals and companies to advertise their products, services, concerts, etc. NMEA policy will not be changed.

**STRATEGIC PLANNING (Item moved from Old Business)** – Neal Schnoor reviewed the changes made to the NMEA Strategic Plan since the last board meeting. Board members responsible for the implementation of specific areas of the plan have analyzed those areas and decided whether they should be deleted as not feasible, moved to policy or job descriptions, changed or continued.

**Neal Schnoor moved, seconded by Dave Klein, to approve suggested revisions to the existing Strategic Plan. Motion carried unanimously.**

All board members were asked to move the appropriate line items from the Strategic Plan to their job descriptions and manuals.

## **OTHER NEW BUSINESS**

**BUDGET** – President Barker explained that the budget committee, with the addition of Judy Bush, met for an on-line meeting on Wednesday, August 12 to review all aspects of the NMEA budget and financial situation and try to determine areas where cost cutting was appropriate.

One of the main items discussed during the meeting was the possibility of eliminating one board meeting each year – probably the May meeting. Another possibility is the consolidation of positions to make a somewhat smaller but more efficient board. President Barker and President Elect Schnoor explained some of the rationale for eliminating an on-site meeting in May. That meeting seldom has a full agenda and it is difficult to get many of the board members together as May is busy with other events and commitments. The auditions committee must meet in May but that can be accomplished by an on-line meeting. After considerable discussion the consensus was reached that NMEA will try to have an on-line meeting in May 2010. Several board members emphasized the fact that on-line meetings require advance preparation by all participants. On-line meetings are also rather short so it is essential that all reports be studied before the meeting so as not to take up valuable time. If this experiment is successful it may be possible to have several short meetings on-line rather than one long on-site meeting. There was some discussion of whether this change in the May meeting necessitated moving the January/February meeting to a later date. Concern was expressed about the length of time between a February meeting and an August meeting. Concerns were also expressed about changing the first meeting of the year to a later date as that might cause a delay in approving the NMEA budget. It could also slow the start of work by new board members, especially the President Elect. After discussion, it was decided that no change will be made in the dates of the January/February meeting. That meeting will be set at the best date and time available to most board members.

Board members were asked to search for other areas where expenses can be curtailed. Please consider car pooling and sharing rooms whenever possible. There was some discussion on whether to keep our mileage reimbursement rate linked to the amount set by the IRS.

President Barker urged board members to keep looking for ways to consolidate and be more efficient with NMEA funds. Please send your ideas to him for future consideration.

**MENTORING POLICY** – Roger Thaden shared the results of the mentoring meeting held Friday evening, August 14 at UNK. A proposal to establish a formal mentoring plan was presented to the board, including five foundation points:

1. Music educator involvement must be voluntary.
2. Music teachers must make the first contact with a mentor.
3. College/University Music Education instructors will be actively utilized in fostering communication between music teachers and mentors.
4. Mentors will need to be compensated.

5. Recognizing that implementation will take three to four years and will have substantial costs involved, grant(s) must be pursued for startup and first two years' expenses with the intention of securing additional funding for years three and four.

Discussion followed on ways to implement this policy. Where does NMEA go to get started? Dave Klein suggested that the ESUs be involved. Another question asked was how does NMEA encourage teachers who may need mentoring to ask for it?

After considerable discussion no further action was taken. Roger Thaden will continue to work on this policy.

**A motion to adjourn was made by Kim Wiedeman, seconded by Matt Sheppard, and carried unanimously. President Barker declared the meeting adjourned at 12:25 p.m.**