

**Minutes of MMTA Board Meeting**  
**Friday, November 8, 2013 – 7:30 pm**  
**Sheraton Clayton Hotel, St. Louis, MO**

**Present:** Cathy Benton, Meredith Taylor, Erica Manzo, Nancy Schaaf, Eunsil Stevenson, Lauren Di Bisceglie, Robert Carney, Hey Jung Hong, Elaina Piccoli, Peter Miyamoto, Charl Louw, Nathanael May.

**Regrets:** Jan Houser, Diane Petrella, Susan Quigley-Dugan

- I. **Approval of Minutes** from June 2 Board Meeting – Lauren Di Bisceglie
  - i. Minutes distributed and read. MAP
  
- II. **Treasurer’s Report** – Nancy Schaaf
  1. Current Balances as of November 8, 2013:  
Checking - \$37,197.57  
Savings (Money Market) - \$4,465  
Investments - \$41,687.97 (reflect a modest increase)  
Total net Worth: \$83,350.54
  2. Upcoming Expenses total \$21,485 (amended)
  3. Discussion: instructions to Audition Chairs should be changed so that reports are submitted in a more timely fashion. Judges’ checks could be ready on audition day providing deadlines are changed.
  4. Discussion: how best to manage Investment accounts.
  5. Treasurer’s job to be more streamlined:
    - a. Executive Secretary to take everyday jobs and be paid
    - b. Treasurer will budget, oversee, make reports to board
    - c. This will provide accountability and safety for both
    - d. This will also ensure that members realize that this is primarily a volunteer organization.

Report approved with one change on total expenses amended to \$21,485.00

**III. Officer Reports**

**A. President** – Cathy Benton

1. Update on Leadership Summit
  - a. Expenses and revenues have not tallied for the past few years. Competitions are costing more and more.
  - b. Important that local organizations keep strict checks and balances
  - c. Should have a 3 –month reserve. Local associations too.
  - d. Lack of volunteers is an issue nation wide
  - e. Should pay judges on the day of the competition
  - f. Audition sites are a big problem .... Some organizations are having to use hotels

2. MTNA – FTC agreement and how it impacts our State and Local Associations was discussed. A settlement has been reached and state and local organizations will receive instructions on how to proceed.
3. Update on Membership, Foundation Fund, Certification Statistics
  - a. As of October 31 – MMTA has 371 members.
  - b. We are ranked 41 out of 51.
  - c. 41 members are certified (11%).
4. Update on Music Development Program
  - a. Was in contact with Andrew Hissey - Is no longer with the organization.
  - b. We are owed \$55 for students entered. Seems that all has fallen through the cracks. Never did receive sponsorship or assessment \$\$\$.
  - c. Contract is due March 1<sup>st</sup>. Organization is probably not doing sponsorships anymore.
  - d. Dr. Benton to follow up on this.
5. MTNA Conference in Chicago-March 22-26, 2014
  - a. Dr. Benton encouraged everyone to attend.
6. MMTA 2014 Auditions will be held at University of Missouri in Columbia- November 6-9, 2014.

**B. President-elect Meredith Taylor**

- a. Anthony Molinaro from Loyola University in Chicago will be the guest artist at State Auditions. He will perform on Saturday, November 9, 2013 in the Desmond Lee Concert Hall at Washington University. Fee agreed and budgeted on was \$2000. However this did not include expenses.
- b. Proposal that some of the advertising surplus be used to cover the artists' expenses. MAP

**C. Immediate Past President – Diane Petrella – no report**

**D. V.P. Auditions – Robert Carney and Hye-Jung Hong**

1. Auditions updates
  - a. Thanked everyone involved in auditions who have made this happen
  - b. Total enrolled this year: 603 (585 in 2012)
  - c. Pre-collegiate MMTA: 451 (444 in 2012)
  - d. Collegiate MMTA: 85 (73 in 2012)
  - e. MTNA: 67 (68 in 2012)
2. Website updates
  - a. A new plug-in system was used for audition registration. Reports indicate that it did not work as well as expected.
  - b. Robert Carney described a different plug-in for Word Press, which has worked much better. Recommended we switch to this one for next year. Peter Miyamoto raised issue : will we still have to do the snail mail paperwork.

- c. Robert Carney has figured out a way to get every form on a PDF which can be printed automatically and sent, but more discussion is needed.
3. **V.P. Local Associations and Student Chapters** – Eunsil Stevenson
- a. 2013 MMTA Matching Grants:
- i. \$1,000 Matching grant awarded to Kansas City Area Music Teachers Association.
  - ii. \$670 Matching Grant was awarded to the Mid-Missouri Area Music Teachers Association
  - iii. \$830 Matching grant will be awarded in March, 2014, to the St. Louis Area Music Teachers Association
- Total MMTA Local Association Matching grants awarded: \$2,500.**
- b. 2013 Collegiate Chapter Grants:
- i. \$200 MMTA Grant was awarded to the Mid-Missouri Collegiate Chapter to support two of its students members/ attendance at the MTNA National Conference, March 9-13, in Anaheim, CA.
- Total funds granted 2013 \$2,700**
- c. 2014-2015 Matching Grants:  
Application forms for our 2014-2015 Local Association Matching grants are posted on our MMTA Website <http://www.missourimta.org>. Application deadline will be February 1, 2014. Local Associations eligible to apply for 2014-2015 Grants are:
- Rolla Area MTA
  - St. Joseph Area MTA
  - Springfield Are MTA
  - Southeast Missouri MTA
- d. MTNA 2014 National Conference
- i. The MTNA 2014 National Conference will be March 22-26, 2014 in Chicago, Illinois (see <https://members.mtna.org/conference2014/index.html>).
  - ii. Collegiate Chapters in Missouri may apply for MMTA grants to help support costs for student member attendance at this conference. Deadline is February 1, 2014
  - iii. More students are expected to apply because of the location.
- e. MMTA 2013 Collegiate Chapter Luncheon:
- i. Luncheon was held Friday, November 8, 2013 at Cicero's Restaurant in the University City "Loop" district, in conjunction with MMTA 2013 State Auditions at Washington University in St. Louis.
  - ii. Collegiate Chapter members and advisors attended and shared experiences attending the MTNA National Conference in Anaheim, California.
4. **V.P. Publications and Public Relations** – Susan Quigley-Dugan – no report
5. **Secretary** – Lauren Di Bisceglie – no report

#### **IV. Additional Reports**

- A. **Local Association Presidents** – Peter Miyamoto and Lauren Di Bisceglie presented a report on their Local Associations.
- B. **Advertising Manager** – Elaina Piccoli
  - i. Income from Advertising seems to be better now than a year ago.
  - ii. We lost most of our publishers because of a scale back policy.
  - iii. Has directed attention to universities and it has been a good year for it. Response has been positive. Hal Leonard came on board
  - iv. So far \$3300.00 in funds but closer to \$3800 with recent checks.
- C. **Scholarship Foundation Chair** – Jan Houser
  - i. Dr. Benton reported on Jan Houser’s behalf.
  - ii. Richard Cass is our fellow – need to send the \$1,000.00 to national.
  - iii. MTNA has received \$500 from former students of Richard Cass and we have \$250 left over from last year. Asking for ideas for next year – to send info to Erica to disperse to members.
  - iv. Suggestions for next year to be submitted so that board can vote at the next meeting.
- D. **Pre-College Chapters Chair** – Connie Osgood - sent a written report
- E. **Composition/Commissioned Composition Chair** – Mara Gibson- no report
- F. **Executive Secretary** – Erica Manzo
  - i. Only one concern – that not everyone is reading or getting the e-mails.

#### **V. Other Old or New Business**

- 1. Policies and Procedures Manual
  - i. MTNA is doing a revision of their policies and procedures. MMTA waiting for further instructions.
  - ii. Need to get everyone’s updated bio on the MMTA website
- 2. Proposal about Investment Account
  - i. Our investment account with Edward Jones (investment account) has increased annually since it was created.
  - ii. A decision needs to be made whether it should be capped and the balance be made available to make payments for items not budgeted for. The board would still need to vote on any payments made. It is advisable to have some discretionary funds available for expenses that come up.
  - iii. Motion to keep \$33,000 in the Investment account and balance to be used as a discretionary fund. MAP.
- 3. Treasurer and Executive Secretary
  - i. All officers to send job descriptions to Erica.
  - ii. Erica is willing to take on more responsibility to help Nancy. Cathy to send out an e-mail with specifics.
  - iii. Proposal put forward to increase salary for Executive Secretary due to additional responsibilities. To discuss further and vote at a later date.

- iv. Eunsil – 2014 requests for collegiate chapter grants are coming in. To discuss at next meeting in February

- VI. Next meeting: set date, time, location  
Skype meeting date TBA

Meeting closed at 09:40 p.m.

Respectfully,  
Lauren Di Bisceglie  
MMTA Secretary