

MMTA Executive Committee Meeting Minutes

June 14th, 2017

Meeting called to order at 1:30 pm by President Peter Miyamoto.

Members present:

Peter Miyamoto, Robert Carney, Kyu Sim, Shoko Nelson, Chris Vitt, Erica Manzo

Members absent:

Meredith Taylor, Jason Hausback, Sharon Parker, Susan Quigley-Duggan,

I. Approval of Feb. 12th Minutes

Since we have many absences in the member, it was decided to vote via email after the meeting.

Motion: Do we approve the February 12th Minutes as written by Meredith Taylor (Motion by Miyamoto, seconded Nelson)

II. Officer Reports

A. President, Peter Miyamoto

1. Peter reported on an ongoing task to collect the member's bio to attach on the website. He will contact those who haven't submitted their bios within next week again.
2. Peter mentioned voting Constitution and Bylaw update. He will set up a web-base voting tool such as Survey Monkey during September 1st and 15th this year and the change of Constitution and Bylaw will be presented through email and website. To keep all the members informed, each member may remind other members about this update.

B. President-Elect, Robert Carney

Online Registration System:

Robert has been in communication with Handmade Designs LLC, recommended by surrounding state MTAs who also used them in past.

1. Website is mmtaaudition.com (Username is same as MMTA, reset the password by clicking "forgot my password" to obtain new password)
2. Automatic Registration is on Sunday for Pre-collegiate.
3. There are some technical issues (ex. exporting the date with cmv, Duet wasn't included in the filter) may cost about \$200. Robert estimated total \$500 for the full payment immigration for 2018 launch. The transaction fee stays the same as mentioned in the previous meeting.
4. For 2017 events, we need to get by from using the plugin though the website. Testing period may be necessary, possibly held it in July. He will start the registration on August 15th, 2017

Guest Artist:

Robert has confirmed Sean Chen as the guest artist at MMTA Competition Saturday performance. Chen was Bronze Medalist at the Cliburn Competition, lives in Kansas City and was recently named Artist-in-Residence at UMKC.

C. Immediate Past President, Meredith Taylor (presented by Peter)

1. Meredith reported Jennifer McAtee is willing to continue MMTA K-12 Audition Chair. Chris brought a concern about the mileage reimbursement in Jennifer's case since she lives in Dallas, Texas. Robert presented two options for Jennifer's reimbursement for transportation: a) to offer travel expenses (estimated: round

ticket between Dallas and KC and a rental car) up to \$400, and b) to offer the reimbursement of gas if she drives from Dallas up to \$400. Voting was postponed and will be done via email.

Motion: Do we want to allot \$400 travel expenses for Jennifer McAtee to travel from her home in Texas to the MMTA Competitions in Warrensburg this November in order to administer the K-12 MMTA Competitions? *
(Motion by Miyamoto, seconded Nelson)

2. Peter reported Susan Quigley-Duggan decided to step down from VP/Publications and Public Relations. Susan can fill in until the new officer is found. Robert has a lead in new faculty in Missouri from this coming Fall semester.

D. VP Auditions, Kyu Sim

1. Jason will work on the details of hotel in Warrensburg and handbook soon.
2. Kyu bought up the possibility of revising the adjudication form due to the complaints from the judges from the previous year. Some judges said it was unclear, especially for the younger kids, how severely he/she needed to judge. For now, Kyu will ask each chair to communicate with each judge carefully prior to the competitions what the expectations are.
3. Kyu informed us that Lindenwood University in St. Charles doesn't work as the location for competitions in 2018, and must look for different options and asked if anyone knows other suggestions. She will continue look for a venue.
4. Kyu brought up regarding the mileage reimbursement for especially someone from far away and was afraid if it was justified or not.
 - a) Robert opposed to cut the judges' mileage reimbursement because it may lose some judges' interest to participate the competition and rather suggested to cut the food instead.
 - b) Kyu mentioned about the case for Jennifer McAtee who will be driving from Texas and discussed we may offer her a different amount
 - c) Peter mentioned that he feels that mileage is a token amount as a reward for accepting the job and doesn't correspond exactly with the cost of travel. Discounting the rate can save substantial money for the organization

Motion: Should MMTA pay a mileage reimbursement rate of

- a) \$0.535 per mile (Government rate for 2017)
 - b) \$0.40 per mile (large money saving tactic)
- (Motion by Miyamoto, seconded by Nelson)

E. VP Local Associations and Student Chapters, Sharon Parker (No report)

F. VP Publications and Public Relations Report, Susan Quigley-Duggan (presented by Peter)

1. Peter reported Susan is going to step down from the position as soon as the new officer is chosen.
2. Peter reported she still plans to write an article for Fall Notes.

G. Treasurer's Report, Chris Vitt

1. Chris reported the current balances of checking (\$3792.58), saving (\$464.23), investment (\$43,902.50), and Net worth (\$48,159.31). Investment had a gain of

\$900, compared to June 13th, 2016.

2. Chris asked a question regarding Invesco Fund. Edward Jones agent suggested to switch the type of Share Fund. After her visit to Edward Jones, she felt a suspicion of the profit to switch to A Fund, paying more upfront and 0.5% a year going forward, but she is still unsure. She will send the chart of each Fund to Peter. Voting to switch fund types was postponed and will be done via email.
3. Christ reported unknown fee \$119 from the bank had withdrawn last year. She suspects it may be a fee for a business account. Chris will investigate farther. Robert mentioned.
4. Chris suggested to cut the rate of mileage reimbursements for judge. New Mileage for Auditions (new rate ¢40)

H. Executive Secretary – Erica Manzo

1. Notes Deadline is August 15, 2017.
2. She is collecting Notes detail information, handbook/guest artists and others for NOTES Magazine and requested to share information regarding the events.

III. Committees

A. Commissioned Composer Committee - Peter Miyamoto

New information will be presented in August for email vote.

B. Constitution and Bylaws Committee - Peter Miyamoto

Peter starts this with upcoming Constant Contact announcement.

C. Conference Committee, Meredith Taylor (presented by Peter)

1. Peter informed Sharon Parker is willing to be involved.
2. Peter presented to have the poster session at the conference especially aimed at collegiate member participation, but open to anyone.
 - Robert and Shoko mentioned if it's college students, it must be supervised by a professor.
 - Peter suggested a registration fee discount for Poster presenter. Each presenter's abstract with some plan of poster must be submitted.
 - Erica added perhaps the abstract can include a diagram of the poster.
 - Peter also presented \$20 Registration Fee for one poster, instead of per person.

D. Website – Peter Miyamoto

1. Jason plans to update Auditions Handout, which needs to be presented by VP of Auditions. For now, the basic information should be updated to avoid any confusion.
2. Peter brought up MMTA domain needs to be updated and Auditions site costs \$150 for domain.
3. Robert was investigating about a grant from Missouri Art Council. He thinks MMTA can receive \$1000 but he will look into it further.

IV. Budget - Chris Vitt

1. The accurate Advertising Income is around \$2800.00 but all the other number displayed in her budget overview are slightly under the actual amount.
2. Expenses are over estimated. This is because in case of future cut for judges,

and it is safer to do this way in Chris's opinion. Also, hotels may be cheaper in Warrensburg therefore, she put \$5000.

3. Business Expense: To eliminate the fee, Chris will investigate the website efile.form9110.org
4. Chris recommended \$2000 for Artist honorarium, hotel, and meals included but no travel expenses.
5. Local Assn Grants: Ask Sharon to have accurate information. Chris speculated \$2000 or more.
6. Student Travel looked appropriate as it is.
Chris Vitt is presenting a revised budget to be voted on in another email.

V. Advertising Elaina Piccola (presented by Peter)

A. Forms Peter mentioned the advertisement forms should share with Erica and Shoko and make sure to update them on the sponsor page.

B. Pricing The price of ad hasn't changed for 5 years. Peter suggested it is time to update the price. New price may be \$350/\$300/\$250 (large, medium, and small sizes) to easy and even number. It must be voted via email.

Motion:

New prices for advertising be updated to:

\$350 (from \$335) - 3 MMTA Notes + website ad and 1 eblast

\$300 (from \$292) – 2 MMTA Notes + website ad + 1 eblast

\$250 (from \$225) – 1 MMTA Notes + website ad + 1 eblast

Motion by Miyamoto, seconded by Chris Vitt

C. Website ads must have uniform dimensions (Make sure to inform Susan).

Shoko will establish and we will get word to Elaina and Susan.

D. Logo Peter suggested having a new logo at the same time of the website renewal. Rather than outsourcing to the professional designer, he presented to hold a design competition with \$200 prize for Missouri residents for any ages.

Those present reacted positively to the suggestion.

Motion:

Do we want to sponsor a \$200 prize for the design of a new MMTA logo?

(Miyamoto motion, seconded by Nelson)

VI. Auditions Booklets

Many members desire an official booklet so they can look through the repertoire other contestants perform. Peter suggested making a check box at the registration and charge \$5 - 6 based on the price of the printing. Erica will look into the cost of printing. It must be voted via email later. *

Next meeting will be held in Warrensburg. Robert will find a location for November meeting.

Meeting adjourned at 4:15 pm.

***Please see the previous email for the actual motion we will vote on in regards to Audition Booklets.**