



**Governing Board Meeting**  
**Saturday, September 10, 2022**  
**Virtual Meeting**

**1. Celebrations!**

**2. Welcome new board members - Co Chairs**

- a. Send any Bio/Picture updates for the website to Jacob.
- b. Update CMASC board contact list
- c. District Governors - continue to update the state contact list please
- d. Co-chair elect discussion
  - i. Last meeting we discussed having only one person accept the co-chair elect position. The board reviewed the possibility of a senior and junior co-chair, so there would only be one new person each year. Either Kelly or Deanna would be asked to stay on for an extra year as we transition to this new timeline, or a previous co-chair could serve for one year.
  - ii. Thank you, Michelle, for accepting to be one of our next co-chairs!
- e. Website updates?

- i. If a board member sees anything that is out of date, please email Jacob.

### **3. Hotel/Convention Center Updates**

- a. We were trying to save money by having our rehearsals in the hotel ballrooms instead of the convention center.
- b. Our chairs had not heard from Embassy Suites in a few weeks. This, in addition to having too many unknowns like sound bleed, the board decided to rent out our regular rooms at the Convention Center. Allison volunteered to check out the concerns at the high school All State festival.
- c. We will still be booking our hotel block with Embassy Suites.

### **4. Merchandise - Vicky - Postponed to next meeting**

- a. Vicky was absent today, but she will have things to vote on in October.

### **5. Repertoire, Music Ordering, Practice Tracks - Kelly**

- a. Repertoire
  - i. The lists have been made, the music has been ordered by JW Pepper, and it is in the warehouse. This is done more in advance this year!
  - ii. We only had one piece with a minimum purchase number. We contacted the composer, and he said that he will waive the minimum purchase number for All State.
  - iii. Two songs are being arranged by one of our clinicians, Stephen Ross. He will give us PDFs, and it will be emailed out to directors.
    - 1. Abigail mentioned that we need to be careful about copyright. We will need to make sure that Stephen obtains the rights to arrange a song.

iv. Kelly will forward an email to Jacob about putting the repertoire lists on the website.

b. Tracks

i. We have decided to move forward with Matthew Curtis, who works with Choral Tracks.

1. He is cheaper than our previous practice track company, and he has the majority of our songs already made as tracks.

ii. Stephen Ross asked if he could create his own practice tracks. He said that he would do them free of charge, but Kelly asked if we could give him a small compensation because it will save money this year.

iii. Due to these two things, the practice tracks are almost done as well as ordering music.

**6. Shells/Risers/Equipment - Co Chairs**

**a. Anyone have a contact with movers?**

b. Our chairs are still dealing with the insurance claims regarding the damaged shells last year. It was disappointing that this moving company did not do anything to fix what occurred.

c. Kelly has a list of new moving companies that she will be contacting in the future.

d. The chairs asked District 1 Governors to send out an email to their directors to see if anyone has the travel-type of Wenger shells.

**7. DEIA Updates - Rachael**

a. Our board had a lengthy discussion around situations that prevent a student from being able to audition, and how we could potentially accommodate them.

b. Students without a program at their school:

- i. These students are allowed to audition if a choir teacher from another school is willing to sponsor them.
- c. Students who are homeschooled:
  - i. This student's parent or guardian must become a member of NAFME and CMEA in order to submit their student.
- d. Students who have a private teacher AND a choir program at their school:
  - i. These students must be sponsored by the choir teacher at their school.
  - ii. Vicki elaborated on a specific situation she received about a student who goes to a private religious school. They have a choir that sings at mass, but not a choir program. It was decided that a teacher from that school, even if it is not the music teacher, must sponsor this student.
- e. Students who sing in a community choir AND a choir program at their school:
  - i. These students must be sponsored by the choir teacher at their school.
- f. Students in a choir program whose director is unable or unwilling to sponsor these students.
  - i. We spent time looking through the Bylaws to answer this question.
  - ii. It was suggested that if there is a choir program at a school, we would have to leave it up to the choir director at that school as to if students could submit auditions.
  - iii. Some points both in favor and against the above statement were as follows:

1. There was a situation in the past where we allowed a student from a school to audition and travel with another school in the same district. The justification was that the liability and insurance is the same within the same district.
  - a. We were unable to find the forms at the moment, but previous co-chairs had mentioned that forms had been created due to this situation in the past.
  - b. Abby remembered that the paperwork included signatures from the participating school's principal and choir director, the non-participating school's principal and choir director, and HR representative or assistant superintendent from the district, and parent/guardian signature.
2. The board does not want to cause a situation where students transfer schools because a director chooses or is unable to submit auditions.
3. If a director choose or is unable to submit auditions, is that taking opportunities away from students? This could potentially be a large DEIA issue.
4. Perhaps this situation is out of our control. Introducing the ability to audition with any other school, even within the same school district, could also be a liability.
  - a. CMASC only has insurance that covers big-picture items, not individuals. The school

district would need to assume liability for any students traveling.

- iv. Kelly asked to see the paperwork. If we do make a decision on this, we would need to change the bylaws to reflect the decision and create a formal document that would need to be signed by administrators and district personnel.
  - 1. We will vote on this in the future.
- v. It was suggested that should we allow this to occur in the future, we need to be prepared to provide audition scholarships since students may need to be auditioning without the support of their school's program behind them.
- vi. Abby wrote the following to be considered for a future change to the bylaws:

If a student is involved in a choir program that is not participating, another director from the same school district MAY audition them with written permission from the non-participating school's principal and choir director, as well as the participating school's principal and choir director. Upon acceptance, written permission must include the four individuals above as well as a district administration representative and parent/guardian.

If the student attends a private school that either has no choir program, or is involved with a program in which a choir director is not participating, the student may audition if their audition is sponsored and submitted by another registered teacher within that school. This teacher does not need to be a certified music teacher, but must be a CMEA member. Upon acceptance, written permission to travel and participate must come from the submitting teacher, school principal, and parents/guardians per CMASC's standard Code of Conduct form.

## **8. Budget - Cherese**

- a. Cherese reviewed the discrepancies between her records and the ones from Bill at CMEA. She mentioned that they had reconciled their budgets a few years ago, so she is confused and concerned as to how the numbers are now different. There is also not a lot of detail in Bill's numbers. Cherese has asked to meet with Bill again.
- b. Some details that affected our bottom line this year include:
  - i. We had a recording rebate this year for the first time.
  - ii. We did not have a hotel rebate this past year.
  - iii. Merchandise sales were lower than expected.
  - iv. Ticket sales were down this past year as well. We hope they will be up this year as people continue to grow more comfortable with large-group gatherings.
  - v. We had 400 fewer auditions than previous years.
- c. We discussed raising prices for auditions. Many were against this option, and raising ticket prices was the preferred alternative. We also discussed implementing donation links in acceptance documents, programs, and our venue as a first option before raising prices.
- d. CMEA holds non-profit status, so they would be tasked with creating the payment page for donations. Cherese will discuss this with Bill when they meet.

## **9. Audition Tracks - Co Chairs & Jacob**

- a. Finalize Audition Tracks and Scripts
  - i. Listen to/Watch Soprano I as a full group
  - ii. Volunteers to stay on at the end of the meeting to listen to/watch the other parts.
- b. Extended time and visually impaired audition tracks - Email Scott

- c. The board accomplished this and made a few changes to both the aural recall section and one of the sight-reading questions.
- 10. Audition window opens on Monday, Sept. 19th**
- a. **Governors - you will receive an email on Sunday - This has to be sent out Sunday night (Sept. 18th) or first thing Monday morning (Sept. 19th)**
    - i. Governors were asked to cc the co chairs for all email correspondence.
- 11. Look over Acceptance Forms- Co Chairs**
- a. This was moved to the next meeting, or will be emailed out by the co chairs prior to our next meeting.
- 12. Scorecards - Co Chairs & Phil**
- a. **Make sure they are ready to go**
  - b. At the November meeting, we will pass out the judge's scorecards to be divided into districts and schools. We hope to have them available to pass back at CMEA.
  - c. Phil asked to be reimbursed for postage. All reimbursements need to be improved by both our board and the CMEA board, so reimbursement requests should be made in advance. On the website, it can be found under "mileage reimbursement."
  - d. There were no changes to the rubric from last year.
- 13. Judges - Scott & Phil**
- a. Phil sent out an email to last year's judges to see if they are willing to judge for us this year.
  - b. Scott will be the head judge this year due to his judging experience.
- 14. Festival Scores**
- a. **Make sure we're set up and ready to go**

- b. Phil will set this up before the first day of auditions.
- c. Each CMEA district has its own event tag in Festival Scores, so governors were asked to double check that they are sending the correct code.

Next Meeting Dates:

- October 15, 2022 - Virtual - REQUIRED
- November 19, 2022 - Boulder HS
- January 28, 2023 - CMEA
- February 25, 2023 - Virtual
- March 9th and 10th - CMASC 2023
- April 15th, 2023 - Virtual