



EXECUTIVE BOARD MEETING JULY 31 – AUGUST 1, 2017 LANSING RADISSON HOTEL CONFERENCE ROOM

The meeting was called to order by President Mark Krempski at 1:05 pm. Present were Executive Director Virginia Kerwin, President Elect Angel Gippert, Past President Steve Lorenz, Treasurer Julia Holt, Director of Honors Choirs Eric Floetke, Director of Repertoire and Sight Reading Brandon Ulrich, Director of State Events Bert Van Dyke, and Director of MYAF, Summer Conference, and Specialty Festivals Kyle Zeuch.

It was moved by Gippert/Holt to approve the meeting agenda.

Activities included singing together, discussing the purpose of the Ex. Bd. and the roles and expectations of the MSVMA staff. Decision: "The Buck Stops Here." That bullet point needs to be added to the Executive Director's job description. It was moved by VanDyke/Gippert to accept the 4 job descriptions as listed. Motion passed.

There is no election's report at this time.

Communications protocol: Google Classroom will be the primary source of communication for the E. Bd. President Krempski is in charge of it. Text messages will indicate that the issue is urgent, while Email is urgent to a lesser degree.

Executive Director Kerwin presented her staffing proposal. Kerwin will retire on June 30, 2019. Treasurer Holt needs to look at all financial issues related to this hire. The Ex. Bd. needs to appoint a Selections Committee of 5 to 7 people. A time line and specific dates are needed for the next two years to ensure a smooth crossover to the new leadership. Possible time line:

- Soon - Appoint a Selection Committee
- May 4, 2018- Determine details at the Ex. Bd. Mtg.
- June 1, 2018 Post the job
- Sept., 15, 2018 deadline for applications
- Sept. 15, 2018 – Dec. 1 phone interviews
- Dec. 1, 2018 – Decide whom to bring to MMC for interviews
- Jan. 24, 2019 – Live interviews
- Feb. 15, 2019 – Offer made and accepted
- July 1, 2019 – New person takes over

Steve Hinz: Strategic Planning. We might provide leadership training for people who want to become confident enough to sign up for a volunteer position with MSVMA.

The meeting was adjourned at 5:30 pm for dinner. The meeting reconvened at 7:20 pm. E x. Bd. members discussed which area of the strategic plan they wish to participate in.

At 7:30 the Ex. Bd. went into executive session to discuss the Kerwin staffing proposal.

The meeting reconvened at 9:15 pm with a discussion of the current board structure and the new structure proposal. The new proposal requires a constitutional change and needs to go to the full board in Sept. with a vote in Jan. 2018 at MMC. A vote on the constitutional changes could then happen by June of 2018. Compensation for volunteers was discussed. Only green people on the new chart are elected.

It was moved by VanDyke/Gippert to adjourn the meeting at 10:25 pm. Motion passed.

On Tuesday, August 1, President Krempski called the meeting to order at 9:03 am. Absent were Steve Lorenz and Angel Gippert.

President Krempski quickly outlined all past proposals. An outline for future proposal deadlines was tabled until the board restructuring plan is in place.

Journal Article deadline dates will be on the website calendar.

A review of what is always done at specific Ex. Bd. meetings was discussed. The calendar due date of March 15 is difficult to meet.

Old Business: Bert Van Dyke gave an update on the piano situation at State festivals. Moved by VanDyke/Holt to reinstate pianos for all solo warm-up rooms at State S&E events and to raise the fee \$5.00 for soloists. This applies to musical theatre as well. Motion passed. Big vendors for state events have a contract through the State Office.

Treasurer Holt: The end of the year financial report shows a year solidly in the black due to the state honors choirs fees, state festival fees, and school membership fees being raised. The 2017-2018 budget discussion is delayed until the Sept. meeting due to staffing questions. All district checking accounts are moving to the Big Rapids Chemical Bank with Julia Holt's name on the accounts.

Issues with Wild Apricot are creating serious criticism of their service. Ex. Bd. members need to constantly check their areas for accuracy, as every update on the part of Wild Apricot creates havoc. Please add this email tag "website error" to Ginny, Debra, and Christy when you notify them of needed changes. Ulrich/Holt moved that we immediately begin searching for a new website host. Passed.

Director Zeuch discussed the adjudication difficulties with the Musical Theatre Intensive. The state office will hire the adjudicator(s) at \$25.00 per hour with 12 slots per hour and to be completed in one weekend. Clinicians will be rotated through the day with a concert at the end of the day and each clinician picking the 2 best performances for performance at MMC.

Ex. Director Kerwin presented the list of prospective new adjudicators. Zeuch/Ulrich moved to accept the recommendation of the Adjudication Committee on the list of new prospective judges. Motion Passed. Ex. Director Kerwin presented the request of the Adjudication Committee to take a closer look at the legality of proposal 17-01. Discussion. Moved by Krempski/Zeuch that we strike and make null and void proposal 17-01 and replace it with a more legally compliant rationale. Motion passed with 1 dissenting vote from Director Ulrich. There was discussion on how to address this issue with the Full Board. Perhaps a new proposal is in order named 17-11.

Director Van Dyke: More presence is needed in the Social Media area. Discussion. It was agreed that anyone with info for social media should send it to the proper Ex. Bd. member who will edit the info and send it on to Christy for publication.

President Krempski presented Ex. Director Kerwin's two staffing proposal plans and the recommendations of the Ex. Bd. on these plans. Discussion.

Kerwin presented the Employee Policy Manual with emphasis on the vacation pay section. Discussion. It was agreed that if Debra Jacks resigns after hearing the Ex. Bd.'s staffing decision, she will be compensated as stated for vacation days she did not take.

The discussion of staffing plans continued after the secretary left at 12:33 pm.

Respectfully submitted,
Nancy Bray, Recording Secretary.