



## Executive Board - Meeting Agenda

May 4-5, 2017  
Holiday Inn Airport Grand Rapids

### Call to Order

Lorenz

Approval of Minutes

### Kerwin and Jacks

Adjudication

Website and social media updates

Staffing plan

Finances

Audit report from FSU students

District marketing

Calendar development

Other Related Information

Wangeman

Krempski

Holt

Gippert

Scott

VanDyke

Zuech

Executive Director Review

Other Items from the Floor

The next meeting will take place Friday, June 14, 2017 at the Radisson Hotel at the Capital, Lansing.



**Executive Board – Conference Call  
January 7, 2017  
7:00pm**

**AGENDA**

- Present: Deborah Jacks, Ginny Kerwin, Steve Lorenz, Mandy Scott, Bert VanDyke, and Erich Wangeman
  - Julia Holt joined at 7:37 for a brief discussion
  - Not Present: Angel Gippert and Mark Krempski
- Meeting Called to Order via Conference Call 7:07
- Approval of Email Minutes – Sept. 11-Jan.3
  - Scott moved to put on the floor
  - VanDyke 2<sup>nd</sup>
  - Minutes approved unanimously
- Review of Full Board Meeting Agenda
  - Lorenz spend time highlighting who the meeting in January will run
- Review of Full Board Meeting Proposals
  - 16-03 Annual Full Board Meeting Date (Krempski)
  - 16-04 MMC Planning Committee Coordinator (Krempski)
    - A friendly amendment to the proposal would need to included transportation costs
  - 16-05 District Financial Institution Alignment (Krempski)
  - 16-06 District Balanced Budget (Krempski)
  - 16-07 One Official District Manager (Krempski)
  - 16-08 Singing at the Full Board (Cadena)
  - 16-09 Update Sight Reading Guidelines (Scott/Scott/Rowsey/Nowak/Armstead)
  - 16-10 Unclaimed School Packets (Wolf, sent by Kerwin via e-mail)
- SCOTT – SR & Repertoire Update
  - Special thanks to Dennis at Musical Resources for providing packets to be read at MMC Sessions
- VAN DYKE - State Events
- ZEUCH – Summer Conference, Specialized Festivals, MYAF
  - MYAF has hired a new staff member to replace the work an intern was doing. Allison Prewett is an event planner who will be helping to coordinate and promote the festival.
  - VanDyke indicated that the Oakland University East Side Chamber Festival is almost too full. It runs too long and there isn't enough seating capacity. Several of the groups are larger than chamber choir.
  - Lorenz suggested we look into what is happening at other sites.
- GIPPERT – No discussion
- HOLT – Treasurer Report
  - Form 990 discussion

- Scott moved to accept the new form 990
- 2<sup>nd</sup> By Scott
- Motion carried unanimously
  
- JACKS / SEYLER – Central Office Update
  - Deborah encouraged all to volunteer at the booth. The state office is excited about the new offerings. Lorenz will send out a sign up sheet to encourage and organize sign up.
  
- KREMPSKI – No discussion
  
- WANGEMAN – Leep Scholarship Process, Election Committee, 2019 Honors Choir Director
  - Lorenz, Scott, and Zeuch
  - Discussion about the restructuring of the full board for MSVMA and how we get people to volunteer and or step up to leadership.
  - Kerwin suggested we create a culture of volunteerism
  - Discussion about concerns the MMC is held at DeVos. The MMC Executive Board will be discussion the issue at their February meeting.
  
- LORENZ – MMC Needs of the EB
  - Executive Board Members may be asked to help set up/assist, especially on Thursday
  - We have slots for two spots in the conductor symposium
  - Erich will be ready to step in for Ginny at “The View” if necessary
  
- Adjournment
  - Motion to Adjuourn – VanDyke
  - Second – Scott
  - Meeting Adjourned at 8:03

*Next Full Board Meeting:*

Thursday, January 19, 2017  
 1:00pm  
 Amway Grand Plaza Hotel, Imperial Ballroom

*Next Executive Board Meeting:*

May 5-6, 2017  
 7:00pm-3:00pm  
 Location TBD



EMAIL MINUTES  
JANUARY 8, 2017 TO MAY 1, 2017

1. Feb. 3, 2017. Issue: President Elect, Mark Krempski, received a request from Wendy Treacher to add 2 points to the score of one of her soloists at D8 S&E festival on Jan. 13. Action: Wendy was notified that per MSVMA policy, festival scores can't be changed. She was also informed that the issue was also given individual consideration with the same conclusion.

2. Feb. 8, 2017. Issue: Requests to Bert VanDyke for transfer of site for State S&E 2017 festivals.

**The following requests do not meet the stated criteria and need approval from this body. Please advise:**

Request # 2. Saline HS, Sarah Price, 3 LE, 8 solos, move from South to East. Choir is traveling to Chicago same weekend as assigned festival. Because travel arrangements were made prior to official release of MSVMA calendar dates, I recommend YES if scheduling can accommodate. Action: Request approved unanimously.

Request # 5. Grosse Pointe N, Ben Henri, all GPN events or only those specifically conflicted, we can communicate/clarify. From East to South due to travel of band to Disney weekend of assigned dates will lose many performers; because travel was booked prior to MSVMA official release of dates I recommend YES, and it will help offset requests INTO East. Action: Request approved unanimously.

Request # 7. Skyline HS, Ly CieChanski, 4 solos, 2 LE, from South to East or West. Choir performing out of state on assigned date. I have little to guide this decision. It does not meet stated criteria. Conflict is due to acappella performance opportunity out of state. This director hosts the MSVMA acappella

festival and oversees the special festivals branch of MSVMA so should it be considered an extension/association of those responsibilities and possibly approved on those grounds? Only a handful of events. Your thoughts, please!  
Action: Request approved. 5 Yes votes; 1 no vote; 2 abstentions.

Request # 10. Bloomfield Hills Int, Eric LaNoue, 9-10 solos. Request reads: "Ease of scheduling with shared private voice teacher. Much closer. Works much better with school schedule." I recommend NO, this seems like a simple preference and does not meet criteria.

Action: Request denied unanimously.

3. Feb. 21, 2017. Issue: Angel Gippert re Cathy Brodie SA music list. Cathy Brodie has agreed to conduct the 2018 SA HC. She submitted repertoire for review. I put together a small committee to look over her songs and I'm attaching their suggestions. Please let me know ASAP if you approve of their suggestions and I can move forward with Cathy. Basically, they recommend changing the audition and clinic pieces and switching the Walker piece with the Chilcott piece). I agree with these recommendations.

#### **Cathy Brodie Repertoire**

Action: Lorenz, Krempski, Holt, and VanDyke supported the committee's recommendations.

4. Feb. 28, 2018. Issue: Request to Bert VanDyke from Cherub Beard for festival application deadline extension.

I am writing to confess that I realized last night that while I registered all of my students 2 weeks ago in the scheduler, (20 events)

I missed the deadline to submit the paperwork and mail in the check. I thought I had sent it in, but then when I checked with

my bookkeeper a check request was not submitted. For some reason I thought the deadline was today instead of last Tuesday since our State Festival (South) is not until mid-April. I understand a deadline is a deadline, and this is the first time in 14 years I have missed. There is no excuse for it, and I take full responsibility. However, I wanted to ask for the sake of my students if there was any possibility of submitting it today so they can still attend, since it was not their fault. I understand if it is not, but I would be remiss if I didn't ask since they have worked

hard to get to State. Thank you for considering my request. Cherub Beard

Action: Lorenz stated that policy should guide us to allow her events to enter, if space allows, after the original schedule is released.

5. March 23, 2017. Issue: Suggestion from Christy Seyler

Here is a link to a test web page that would be under the Resources tab and would only be available to members.

<http://www.msvma.org/Sight-Reading-Downloads>

The idea is that we would stop charging members for sight reading CDs and

make them available as free downloads. Many members have told me this would be very helpful and a great membership benefit.

Would this impact our bottom line? In the 18 months that I have worked for the MSVMA, we have sold 1 CD. I think we will be giving our members added benefit by making these files easily available.

This page currently can only be seen by the Executive Board. If you think this is a good idea, I can make the page live to membership and announce its availability in Weekly Notes.

Action: Agreement from Kyle Zeuch, Mark Krempski, Julia Holt, and Mandy Scott.

6. April 21, 2017. Issue: Question from Mandy Scott regarding Body Percussion rule at festivals.

The website states: "One selection must be performed a cappella (without pitched or unpitched musical accompaniment)."

Add:

"A cappella selection may include body percussion (clapping, snapping, etc.) as indicated by the score."

Action: VanDyke, Zeuch, Gippert, Lorenz, Krempski, and Holt agreed to add the suggested wording to the website.

Respectfully submitted,  
Nancy Bray  
MSVMA Executive Board Recording Secretary

**MSVMA**  
**Financial Update**  
**As of March 31, 2017**

Revenue	Budget FY17	Actual	Expenses	Budget FY17	Actual
<b>Events</b>			<b>Events</b>		
<b>Alternative Festivals</b>	6500.00		<b>Alternative Festivals</b>	5500.00	
Chamber Choir and Pops		650.00	Chamber Choir and Pops		175.00
Musical Theatre		15749.00	Musical Theatre		10853.08
<b>Honors Choirs</b>			<b>Honors Choir</b>		
HS Honors Choir			HS Honors Choir		
Supervisor			Supervisor	1500.00	1011.27
Region A	6000.00	6800.00	Region A	5000.00	4501.53
Region B	6000.00	6760.00	Region B	5000.00	4712.73
Region C	6000.00	6480.00	Region C	4000.00	3572.87
Region D	2000.00	1200.00	Region D	1500.00	1772.48
SSAA	8400.00	9345.57	SSAA	8400.00	5769.18
SATB	8400.00	9345.57	SATB	8400.00	5033.01
TTBB	8400.00	9345.56	TTBB	8400.00	5279.08
All-State	3500.00	1877.68	All-State	9000.00	4022.37
JH/MS Honors Choir			JH/MS Honors Choir		
Auditions			Auditions		
North Site	5500.00	5900.00	North Site	3500.00	1934.23
South Site	5500.00	5900.00	South Site	3500.00	2088.25
State	30500.00	28432.91	State	30500.00	21321.44
<b>State Choral Festival</b>			<b>State Choral Festival</b>		
Central Site	11000.00	4680.00	Central Site	11000.00	
East Site	11000.00	10140.00	East Site	11000.00	
South Site	11000.00	9945.00	South Site	11000.00	2872.80
West Site	11000.00	15795.00	West Site	11000.00	1002.60
<b>State S&amp;E Festival</b>			<b>State S&amp;E Festival</b>		
Central Site	13500.00	9390.00	Central Site	13500.00	95.00
East Site	13500.00	15280.00	East Site	13500.00	510.00
South Site	13500.00	16260.00	South Site	13500.00	56.70
West Site	13500.00	13760.00	West Site	13500.00	259.88
UP	2000.00		UP	2000.00	
<b>MYAF</b>	1675.00		<b>MYAF</b>	3000.00	2176.15
<b>Event-related Activities</b>			<b>Event-related activities</b>		
Adjudication			Adjudication	3500.00	2059.01
Awards & medals	25000.00	20018.49	Awards & medals	18000.00	15578.84
Sponsorships (Journal)	3000.00	1000.00	Sponsorships		
Rubrics	1000.00	376.19	Rubrics	1700.00	966.55
Printing	300.00	108.90	CD Compilation		
Sightreading Books	5500.00	2367.50	Printing	2000.00	3500.50
Composition - SR			Composition - SR	2000.00	2035.00
<b>Professional Development</b>			<b>Professional Development</b>		
Carolyn Leep Scholarship		650.00	Carolyn Leep Scholarship	400.00	1000.00
Clinician/Consultant		25.00	Clinician/Consultant	9000.00	2100.00
Library			Library	500.00	
MMC	8000.00	151.51	MMC	5000.00	3928.55
Summer Conference	30000.00	7300.00	Summer Conference	20000.00	17566.42
<b>Organization Management</b>			<b>Organization Management</b>		
Accounting services			Accounting services	3500.00	3400.00
Board - meetings & travel		2090.62	Board - meetings & travel	15000.00	7947.71
Dues			Dues	550.00	591.00
Equipment		16.10	Equipment	1000.00	721.41
Equipment leasing/maint.			Equipment leasing/maint.	4000.00	1589.38
Ex. Board - meetings & travel			Ex. Board - meetings & travel	14400.00	8776.73
Food			Food		50.37

**MSVMA**  
**Financial Update**  
**As of March 31, 2017**

Insurance			Insurance	4000.00	2957.00
Interest income	200.00	124.78	Interest income		
Office rental and utilities			Office rental and utilities	4029.00	4030.02
Legal counsel			Legal counsel	500.00	
Mailing labels		78.00	Mailing labels		
Marketing		165.00	Marketing	3000.00	2592.28
Membership	198000.00	223835.00	Membership	6000.00	7908.37
Miscellaneous		488.76	Miscellaneous		90.24
Petty Cash		3.76	Petty Cash		
Postage			Postage/bulk mail permit	650.00	1479.50
Rebate		3.20			
Resource development			Resource development	3500.00	1509.62
Staff - meetings & travel			Staff - meetings & travel	13700.00	6957.87
Summer Conference savings		100.00	Summer Conference savings		100.00
Supplies			Supplies	2000.00	2716.90
Tax Refund		483.64			
Technology development			Technology development	6301.00	5984.16
Telephone			Telephone	4500.00	3027.63
<b>Compensation</b>			<b>Compensation</b>		
Salaries	44985.00		Salaries	125000.00	90845.09
Taxes			Taxes	43000.00	33078.88
Unemployment insurance			Unemployment insurance	430.00	80.21
<b>TOTAL</b>	<b>514360.00</b>	<b>462422.74</b>	<b>TOTAL</b>	<b>514360.00</b>	<b>314188.89</b>



## 2016-17 MSVMA Financial Assets Report

	<b>9.30.2016</b>	<b>12.31.2016</b>	<b>3.31.2017</b>	<b>6.30.2017</b>
<b>Checking</b>	\$ 208,368.02	\$ 248,312.91	\$ 262,726.28	
<b>Cambridge Investment Research</b>	\$ 106,537.04	\$ 104,188.27	\$ 107,981.13	
<b>Leep Scholarship</b>				
Chemical Bank Savings	\$ 19.81	\$ 19.81	\$ 19.81	
Certificate of deposit 8.30.2016	\$ 1,300.00	\$ 1,301.74	\$ 1,302.99	
Leep Scholarship Endowment	\$ 26,316.21	\$ 26,118.37	\$ 27,056.58	
<b>Resource Development</b>	\$ 2,415.00	\$ 5,005.00	\$ 5,005.00	
<b>Summer Workshop Savings</b>	\$ 514.11	\$ 514.17	\$ 514.23	
<b>Morningstar Managed Portfolios</b>	\$ 354,573.97	\$ 352,000.97	\$ 364,730.57	
<b>Total</b>	<b>\$ 700,044.16</b>	<b>\$ 737,461.24</b>	<b>\$ 769,336.59</b>	

## Executive Board Report Erich Wangeman, Past President Spring 2017

### Michigan Music Conference

MMC The Michigan Music Conference continues to be one of the leading music educator in-service conventions in the country. The Executive Board and the Planning Committee of the Michigan Music Conference are made up of members from MSVMA, MSBOA, MASTA and MMEA. Together these boards continue to refine the MMC to ensure it is both effective and educational. The Executive Board has developed a statement regarding the status of holding the conference in Grand Rapids. This statement will be released by each facet of the organization to its members.

### Carolyn Leep

The Carolyn Leep Scholarship committee met in January and interviewed 3 outstanding candidates. This year each applicant did an exceptional job during the interview process. The conversations were informative, thought provoking, and inspiring. After consideration and discussion the committee will be awarding two scholarships to Diedra Ross of Reeths Puffer High School and Brett Yzquierdo of Paw Paw High School. Carolyn Leep Applications are Due November 15 of each year. The application process can be completed on the website. District Managers are reminded to ask their members to allocate a donation to the Carolyn Leep Scholarship fund each spring.

### Elections and Emeritus Nominations

District Managers (and members) are reminded that nominations for Executive Board, Teacher of the Year, and Emeritus Members should be solicited at spring meetings. The due date for all nominated parties is June 1, 2017. The following information is REQUIRED and must accompany all nominations. - Confirmation that the nominated person is eligible (see form in Full Board Resources) - Confirmation that the nominated person has agreed to being on the ballot - Proper contact information for each nominated person - A Picture and Biography for each nominated person Failure to submit all required information will void the nomination.

**President Elect Report**  
**April 15, 2017**  
**Mark Krempski, President Elect**

**District Managers**

- Most forms, reports, and manuals for DM's once found at the MSVMA website under 'Board' - <http://msvma.org/FullBoard> are now outdated - Use the MSVMA District Manager Google Classroom!
- District submission of Festival Reports to MSVMA State Office and Treasurer were due within two weeks of the completion of each District Festival... did all get submitted on time?
- District Financial Reports, and all associated banking materials are due to the MSVMA District Manager Google Classroom and Treasurer by July 15, 2017.
- District 2017 Spring Meeting Agenda/Minutes templates have been created and shared with all districts via their MSVMA District Manager Google Classroom. To use the template, DM's need to log onto the MSVMA District Manager Google Classroom and follow the directions for the 2017 Spring Meeting Agenda/Minutes Assignment.
- District Manager Summer Retreat is scheduled for August 1, 2017 9am-6pmish at the Summer Conference site in Lansing. We hope to see all DM's at this fun training retreat.

**2017 Michigan Music Conference Headliners:**

- Dr. David Fryling from Hofstra University, NY will be our headliners for the 2018 MMC. David Fryling is director of choral activities at Hofstra University, where he conducts both the select Hofstra Chorale and Hofstra Chamber Choir and teaches beginning and advanced studies in choral conducting, as well as graduate-level studies in choral conducting and choral literature. In addition, he serves as an adjunct professor for the Hofstra School of Education, where he supervises choral music education student teachers during their field placements. In fall 2014 David was inducted into the Long Island Music Hall of Fame as the "Educator of Note" in recognition of his years of leadership in the Long Island music education community, and in the spring of 2017 David was named the winner of The American Prize in Conducting, Community Chorus Division. <http://www.davidfryling.org/>
- We welcome our new MMC Planning Committee Coordinator, Eric Cadena to serve from 2017-2019.

**Thursday Evening Concert:**

- This concert will feature two collegiate ensembles chosen to each present a 40 minute concert on Thursday, January 25, 8:30 p.m. The concert will be 90 minutes in length. Selected groups will be announced/contacted in June. <https://mmccs2018cfp.hubb.me/>

**Interest Sessions:**

- The MMC was accepting session proposals from all interest/pedagogical areas of PreK-16 music education, for possible presentation at the 2018 MMC, January 25-27 in Grand Rapids. This is the largest music education professional development workshop in Michigan featuring over 175 sessions, 100 + exhibitors and 30+ concerts. We look forward to reviewing your proposal and thank you for your interest in the 2018 MMC. Deadline for consideration through the MMC website was April 15. Selected sessions will be announced/contacted in June. <https://mmc2018cfp.hubb.me/>

### **Choral Hours:**

- The Choral Hours feature high school or middle school choirs. The online application is live and accepted submissions until the May 15, 2017 deadline - Complete the online application - Submit three mp3 recordings as directed using the following guidelines:
  - \*High School Choirs: Two selections must be from the current school year. The third must be from one of the two previous years. At least one of the three selections must be a cappella.
  - \*Middle School Choirs: Two selections must be from the current school year. The third must be from one of the two previous years. At least one of the three selections must be a cappella or a cappella with non-pitched percussion. Selected choirs will be announced/contacted in June.

[www.msvma.org/Choral-Hour-Application](http://www.msvma.org/Choral-Hour-Application)

### **Friday Evening Concert:**

- The addition of this concert was for the new MSVMA State Jazz Honors Choir. As the logistics of this recently created activity are developed for 2019, 'Specialized' non-traditional vocal performances will take its place in 2018. Our MSVMA Specialized Events Supervisor, Lyn CieChanski will be determining the content of events/performers for this concert!
- In addition, a third 'specialized' choral hour is open to non-traditional choral performances, including but not limited to Jazz, Pop, A Cappella, Gospel, Show Choir, Musical Theater, Barbershop, Non-Western traditional, and other alternative genres. The selected choir will perform 20 minutes of music on Friday January 26, 2018 at the 8pm-9:30pm concert in the JW Marriott Ballroom and will precede other specialized non-traditional performances. The online application was live and accepted submissions until the May 15, 2017 deadline - Complete the online application - Submit three mp3 recordings as directed using the following guidelines:
  - \*HS Choirs: Two selections must be from the current school year. The third must be from one of the two previous years. At least one of the three selections should be a cappella if available.
  - \*MS Choirs: Two selections must be from the current school year. The third must be from one of the two previous years. At least one of the three selections should be a cappella or a cappella with non-pitched percussion if available. <http://msvma.org/MMC-Specialized-Choral-Hour-Performance-Application>

### **Choral Conducting Symposium:**

- Last year's third annual symposium was a success, and included 6 Conductor MSVMA members, 45 Observer MSVMA Members, and 3 Observer Non-members.
- In 2018, the clinician will be Dr. Jerry Blackstone, University of Michigan, Ann Arbor.
- Thursday, January 25, 2018 9:00-11:00am in the President Ford Ballroom, Amway Grand, Grand Rapids. It will include 20-minute sessions with six participant conductors, focusing on conducting and rehearsal technique.

Repertoire (all SATB Primary)  
Jonah, Dilworth, Hal Leonard HL08744462  
Swell the Full Chorus, Handel, Galaxy 1.2144  
Turtle Dove, Vaughan Williams, G. Schirmer HL50299180

Demonstration Choir  
TBD

**OTHER:**

- I received over 100 offers to help MSVMA via an email request from membership. Members submitted interest via a Google Form. Results are available upon request.
- I am ready to appoint Supervisors for 2017-2019. Suggestions from the Executive Board are welcome, but not required.

Supervisor Positions	2017-2019	Executive Board person whom to report to:
<ul style="list-style-type: none"><li>• 6-7-8-9 Honors Choir Supervisor</li></ul>	<ul style="list-style-type: none"><li>• Gail Wordern</li></ul>	<ul style="list-style-type: none"><li>• Honors Choir</li></ul>
<ul style="list-style-type: none"><li>• High School Honors Choir Supervisor</li></ul>	<ul style="list-style-type: none"><li>• Matt Laura</li></ul>	<ul style="list-style-type: none"><li>• Honors Choir</li></ul>
<ul style="list-style-type: none"><li>• Special Events Supervisor</li></ul>	<ul style="list-style-type: none"><li>• Lindsay CieChanski</li></ul>	<ul style="list-style-type: none"><li>• Awards, Summer Conference, Michigan Youth Arts, Specialized Festivals</li></ul>
<ul style="list-style-type: none"><li>• State Solo &amp; Ensemble Festival Supervisor</li></ul>	<ul style="list-style-type: none"><li>• Cindy Hunter</li></ul>	<ul style="list-style-type: none"><li>• State Festival - State Solo &amp; Ensemble Festivals &amp; State Choral Festivals</li></ul>
<ul style="list-style-type: none"><li>• State Choral Festival Supervisor</li></ul>	<ul style="list-style-type: none"><li>• ??</li></ul>	<ul style="list-style-type: none"><li>• State Festival - State Solo &amp; Ensemble Festivals &amp; State Choral Festivals</li></ul>
<ul style="list-style-type: none"><li>• Summer Workshop, Supervisor 1</li></ul>	<ul style="list-style-type: none"><li>• Helen Hansens</li></ul>	<ul style="list-style-type: none"><li>• Awards, Summer Conference, Michigan Youth Arts, Specialized Festivals</li></ul>
<ul style="list-style-type: none"><li>• Summer Workshop, Supervisor 2</li></ul>	<ul style="list-style-type: none"><li>• ??</li></ul>	<ul style="list-style-type: none"><li>• Awards, Summer Conference, Michigan Youth Arts, Specialized Festivals</li></ul>
<ul style="list-style-type: none"><li>• Advocacy Supervisor</li></ul>	<ul style="list-style-type: none"><li>• ??</li></ul>	<ul style="list-style-type: none"><li>• President</li></ul>
<ul style="list-style-type: none"><li>• MI Youth Arts Festival Supervisor</li></ul>	<ul style="list-style-type: none"><li>• ??</li></ul>	<ul style="list-style-type: none"><li>• Awards, Summer Conference, Michigan Youth Arts, Specialized Festivals</li></ul>
<ul style="list-style-type: none"><li>• High School Music Selection Supervisor</li></ul>	<ul style="list-style-type: none"><li>• Brandon Johnson</li></ul>	<ul style="list-style-type: none"><li>• Sight Reading and Music Selection</li></ul>
<ul style="list-style-type: none"><li>• JHMS Music Selection Supervisor</li></ul>	<ul style="list-style-type: none"><li>• Carrie Ledet</li></ul>	<ul style="list-style-type: none"><li>• Sight Reading and Music Selection</li></ul>
<ul style="list-style-type: none"><li>• Student Membership Supervisor</li></ul>	<ul style="list-style-type: none"><li>• Amy Hall (2017-18)</li></ul>	<ul style="list-style-type: none"><li>• Past President</li></ul>
<ul style="list-style-type: none"><li>• Adjudication Supervisor</li></ul>	<ul style="list-style-type: none"><li>• Steve Hinz</li></ul>	<ul style="list-style-type: none"><li>• Executive Director</li></ul>

Respectfully submitted,  
Mark Krempski

## Treasurer Report

Mark Krempski and I are currently updating the DM reporting spreadsheets to be Google docs rather than excel files so that they can more easily be completed through the Google Classroom. The only spreadsheets that are still necessary are the end of year financial report and the yearly budget. The festival reports are now just done by printing out the Quicken report for each festival.

Here are some reminders for DMs – let me know if you have any questions.

### District Manager Financial Reporting Responsibilities

- All district finances will be accounted for using Quicken with the categories set up to reflect the same items on our budget form. Transactions will be downloaded from your bank and then categorized. For judge checks make sure to enter the judges name in the payee line next to the check number so that each judge name will show up on reports.
- Every credit to your account should have a receipt and be categorized in Quicken.
- Every debit should have a receipt/invoice as well as an expense form or independent contractor form and be categorized in Quicken.
- FESTIVAL REPORTS
  - Reports are due by May 1 to Julia Holt
  - This report is generated by simply printing a category report for each festival right from Quicken. It must have all of the line details – not just big categories – so that each judge name and how much they were paid for fees is listed.
- END OF YEAR REPORT
  - Due July 15
  - Includes:
    - Annual Financial Reporting Form
      - Include Quicken Category report
    - Bank Statements
    - Printout of entire Quicken transaction registry
    - Deposits
      - All receipts from deposits
    - Independent Contractor Forms
      - This form is used for paying any people (judges, workers, tuners, etc)
      - Attach any receipts or invoices as applicable
    - Expense forms
      - This form is used for paying for things (supplies, food, reimbursements, etc)
      - Attach any receipts or invoices as applicable
    - Festival Invoices

- The invoices that people send with their checks for each festival registration
- Each district should keep copies of all of these items. Scanning them into a computer is also acceptable.

April 15, 2017  
Executive Board Report  
Sight Reading and Repertoire

- 2017 MMC Reading Sessions were presented by MSVMA Sight Reading and Repertoire chairs.
- Successful District Choral Festival and State Solo and Ensemble sight reading books for this year. Beginning the process for the summer/fall for 2017-18
- Finalizing additions to the repertoire list for 2017-18. These will be updated on the website in June and presented at the MSVMA Summer Conference in August.
- Working on the transition to new Executive Board Director of Sight Reading and Repertoire, Brandon Ulrich! Welcome back to the Executive Board!
- Need to address issue of body percussion in *a cappella* literature at State Choral Festival to clarify policy and language on website.

Respectfully Submitted,  
Mandy Scott  
Executive Board Director of Sight Reading and Repertoire

## 2017 April Board Report – Van Dyke

1. Summary of transfer requests – secondary document
2. Questions/thoughts that occurred during the transfer request process this year
  - Re-examine criteria and deadline (summer retreat)
  - How can we help surprise qualifiers whose qualified event occurred after deadline? For example, having successful SE performances in February without having foresight to fill out the transfer form prior to January 15. How can all directors predict that??
  - Does seniors' last day qualify same as spring break?
  - Did email work properly? Sending twice to Executive Board group got 1 response and 0 responses. All responded when I entered each name.
3. Flesh out EB policy regarding transfer requests:
  - Something like, "No member shall request a transfer to gain an advantage for MYAF consideration. MSVMA expressly forbids the use of a transfer request for this or for any other competitive purpose." (summer retreat)
4. Other things that came up regarding state events:
  - Why do solos qualify for State SE with a lower score? Should it simply be Division I qualifies? The extra category of II-S creates problems.
  - Is it necessary to continue swapping dates back and forth for SE? Is there a competitive advantage to the later dates? 2018 calendar could allow for both sites to be after Easter if we went with April 13-14 and April 20-21. (Work in progress at this time.)
  - Let us please examine the 'no pianos' policy after seeing how it went this year.
    - Follow-up Survey? All member communications to me so far point to YES I would pay \$5 more per solo to support warm-up pianos.
  - Why no State SE for 8<sup>th</sup> graders? Possible to add an 8<sup>th</sup> grade room at State SE? We run MS/HS State Choral Festival with different parameters. Possible for SE?
  - What to do for the growing number of schools with students that have students in one ensemble who are in grades 8-12 or some other configuration that does not align with our structured events.
  - Scanners are not working properly. Add "pause" to instructions for entering events.
  - District festivals scheduled after the state deadlines but wanting state participation. Deadlines cannot be moved any later.

5. Questions from Registration:

- Surprise qualifiers with legit transfer requests.
- Problems with scheduler (qualified event did not have a star.)
- Repeated snow days, snow day on deadline day.
- Surprise qualifiers.
- Problems with scheduler (qualified event did not have a star.)
- OMG I finalized but forgot someone!
- Scheduler – is it possible for the program to include our policies on limits? For instance, directors who insist on entering 12 events for an accompanist when only 5 are allowed, or directors who mark ALL of their events as conflicts. These 2 items put a huge strain on the scheduling process. And maybe we need to introduce actual policy supporting these limits, for example, 'If you enter more than 5 events for an accompanist you will automatically be ineligible to request any schedule changes.' There may be instances of directors purposely disregarding these limits and it is an issue.
- Repeated snow days, snow day on deadline day.
- OMG I forgot, pleasepleasepleaseplease I'll overnight the check, pleasepleaseorI'lldie.....
  - Late registration fee?

6. What should we do with gold medal inventories?

- Consider raising medals to \$5

7. Updating handbooks for festivals:

- Cindy's follow up email, create something like this for all festivals

8. MSVMA Policy discussion: DQ due to measure numbers, time to re-visit this? How about point deduction instead of DQ??

# **MSVMA Executive Board Report- Kyle Zeuch**

## **MYAF, Summer Conference, Specialized Festivals**

### **MYAF- May 18-20, 2017**

- The hiring process for MYAF executive director is underway
  - Ginny Kerwin has been MSVMA's representative on the hiring committee
- Recital at Okemos Presbyterian on April 25, 7 pm
  - Judges lined up to select/rank singers
- Nate Denger reports everything is on track for All-State Choir
- Andy Nowak has done a wonderful job at being very thorough
  - Getting information to selected choirs and soloists
  - Program information, registration, etc...
- A complete list of MYAF performers will be available to add to this report soon
- Next year dates move back to "normal"
  - May 10-12, 2018

### **Summer Conference- August 2-4**

- SCECHS and graduate credit will be available again this year
- Please invite people to come to the social gathering at Lansing Brewing Company. It will be a blast!
- Extra focus has been given to sponsorship and exhibitors. Hopefully it will offer more to the membership!
- Thank you Ginny, Debra, and Christy for all of you have done to help with Summer Conference.

### **Specialized Festivals**

- A Capella Festival- May 11-12
  - Lyn CieChanski has been wonderful at organizing this event
  - In the future, open up to middle school groups?
- Musical Theatre Intensive- September 30, 2017
  - Committee met to discuss changes for this popular event
  - Adding another faculty member, offering more spots for students
  - Changing the format a little to accommodate suggestions
  - Adjudication?
- Chamber Choir Festivals- Adding another location might be necessary
  - Perhaps something centrally located or North?
- Musical Theatre S and E
  - What feedback did you receive from this year?

**Submitted by Kyle Zeuch 4-15-17**



## **REDUCE REQUIRED NUMBER OF REPERTOIRE COPIES AT SOLO & ENSEMBLE FESTIVALS**

### **Proposal Number 17-01**

February 23, 2017

**PROPOSAL:** Only 1 original piece of music is needed for each solo and small ensemble event. Any conducted large ensemble events will still need 2 originals.

### **RATIONALE:**

1. The cost for each school (or student) is doubled or quadrupled depending on how many events are performing at the same time.
2. The stress on each teacher is compounded because of the constant book juggling that must happen.
3. MSBOA uses 1 original
4. I've personally spoken to music teachers in our surrounding states.
  - a. Indiana- 1 original
  - b. Ohio- 1 original
  - c. Illinois- 1 original
  - d. Wisconsin- 2 originals
  - e. Texas- 1 original (via their website)
  - f. Florida- 3 originals (via their website)
  - g. NATS- 2 originals (via website)
5. Obviously, there is no clear legal precedent for this or everyone would be doing the same thing.

Personal testimony: This year I have 30 events participating and only 4 of these events have private teachers. The stress that comes from shuffling books for 3 events at the same time is really taxing. Three years ago, I started paying a professional assistant to just ensure that there are books at each event (\$150). I was present at the vote for the 2 book proposal and I still do not understand why it passed. Yes, we were trying to take the "high moral ground" but my opinion is that it is an unnecessary burden that makes our jobs more difficult on an already difficult and stressful event day.

**ANTICIPATED COST OF IMPLEMENTATION:** Savings for each member school.

Respectfully submitted,  
Nathan Degner  
Choir Teacher  
Flushing High School

Action:



## **CHORAL FESTIVAL REQUIRED SELECTION REMOVAL**

### **Proposal Number 17-02**

April 1, 2017

**PROPOSAL:** Remove the Choral Festival Required Selection requirement at both District and State Choral Festivals. The new policy would read the same as the large ensemble requirement for Solo and Ensemble Festivals: “Popular, show/musical tunes, vocal jazz, barbershop or novelty selections are not acceptable.” The current Required Repertoire list would be changed to a “Recommended Repertoire” list. New literature would be introduced at conferences and added to the “Recommended Repertoire” list as has been done in the past with the Required List.

**RATIONALE:** The current policy creates an additional hurdle for choral directors as they plan their festival repertoire. The current solo and ensemble policy protects the integrity of the literature required at choral festival without the additional hurdle of a required piece. As professionals, directors can adhere to the guidelines, meet the needs of their students, and have a “Recommended List” to assist them if needed. The choral festival experience will remain the same while allowing the planning to be easier for choral directors.

**ANTICIPATED COST OF IMPLEMENTATION:** There are no costs associated with the implementation of this proposal.

Respectfully submitted,  
Joel Morre  
Three River HS  
Vocal Music Director

Action:



## **DISTRICT CHORAL FESTIVAL SIGHT READING**

### **Proposal Number 17-03**

April 1, 2017

**PROPOSAL:** Change the high school sight-reading guidelines to read: “Choirs will sight read in the same voicing as their two selections. Directors may choose the sight reading proficiency level for their choir.”

**RATIONALE:** If the Choral Festival Required Selection Removal proposal passes, it will be necessary to change the sight-reading requirement at District Choral Festival as the current policy connects the sight-reading proficiency level to the Required Selection.

Choral directors are ultimately going to choose which sight-reading proficiency level that they desire for their choirs. This currently occurs through the selection of their Required piece. This policy will allow directors the opportunity to choose their sight reading proficiency level without the challenge of doing this through their repertoire selections.

**ANTICIPATED COST OF IMPLEMENTATION:** There are no costs associated with the implementation of this proposal.

Respectfully submitted,  
Joel Morre  
Three River HS  
Vocal Music Director

Action:



## CLINICIAN CONSULTANT PROGRAM ADDITION

### Proposal Number 17-04

April 1, 2017

PROPOSAL: Add additional wording to the Clinician Consultant Program policy to include the following: "This program offers member schools the opportunity to bring a clinician/consultant into their classrooms to work with students and directors, or allows a director to leave their school district to observe a clinician/consultant teaching in their own school."

RATIONALE: The current Clinician Consultant Program is a wonderful service that MSVMA provides for its members. However, in addition to the value of having a clinician come and work in your environment, there is tremendous value in observing a master teacher in his/her environment. A teacher can observe the physical set up and space of the room, classroom management, teaching tools, routines, policies of their program, etc.

Many choral directors are the only choral director in their school district so observing another director is not possible without leaving their school district. Many schools will not allow their vocal music teachers to leave the district due to the cost of substitute teachers, etc. This new addition to the Clinician Consultant Program will provide some financial support to allow choral directors the opportunity to observe a master teacher.

ANTICIPATED COST OF IMPLEMENTATION: There are no additional costs to this proposal. Choir directors or schools can be reimbursed up to \$100.00 on the costs associated with the director travelling to observe a master teacher, which is already the financial commitment of the Clinician Consultant Program.

Respectfully submitted,  
Joel Moore  
Three River HS  
Vocal Music Director

Action:



## **DISTRICT FINANCIAL INSTITUTION ALIGNMENT**

### **Proposal Number 17-05**

April 28, 2017

**PROPOSAL:** All District financials and banking shall operate with the same financial institution as the MSVMA State Office

**RATIONALE:** Currently, all MSVMA Districts use banking with various financial institutions. This proposal has the purpose and intent to:

- provide consistent financial practices for all aspects of MSVMA
- provide unified and easy online access to both District Managers and the State office
- reduce burden of financial reporting for District Managers
- reduce burden of managing financial reporting for State Office and State Treasurer
- reap the financial benefits of larger account balances
- provide accountability, oversight, and assistance for all financial responsibilities of MSVMA leadership

District Managers will still maintain Budgetary and recording fiscal responsibilities for their district Account. This shall begin July 1, 2017.

**ANTICIPATED COST OF IMPLEMENTATION:** No change to existing costs compared to the current cost. Will increase MSVMA investing income. Reduced banking fees.

Respectfully submitted,  
Mark Krempski  
Northville HS

Action:



## ONE OFFICIAL DISTRICT MANAGER PER DISTRICT

### Proposal Number 17-06

April 28, 2017

PROPOSAL: One official District Manager per District

RATIONALE: According to MSVMA Bylaws and Constitution each District has one representative on the Full Board - 16 Districts, 16 votes, must equal 16 District Managers. This proposal has the purpose and intent to:

- standardize, unify, and simplify organization-wide District practices

Division of labor within each District still remains at the discretion of the District Manager, but official accountability and responsibility of the Position of District Manager reporting to the Full Board and Executive Board shall be with one individual elected person per District.

- **ARTICLE IV - OFFICERS,  
Section 2. District Organization**
  - a. Each District shall elect a District Manager and a District Co-Manager, who shall succeed to District Manager, where possible, when the District Manager's term is completed.**
  - b. The term of office for District Manager shall be determined by the District.***
  - c. Each District Manager shall have a seat on the Full Board..***

ANTICIPATED COST OF IMPLEMENTATION: No change to existing costs compared to the current cost. Should significantly reduce costs for each district and cost of Full Board Meetings.

Respectfully submitted,  
Mark Krempski  
Northville HS

Action:



## INCORPORATE ALL OF WAYNE COUNTY INTO MSVMA DISTRICT 12

### Proposal Number 17-07

April 28, 2017

PROPOSAL: Incorporate all of Wayne county into MSVMA District 12

RATIONALE: Just like District 13/14, District 12 and District 15 will become District 12/15. Both Districts will be stronger as a result. Number of participating schools (see below) support the benefits of joining forces. Both are part of the 'South' sites for State events.

ANTICIPATED COST OF IMPLEMENTATION: No change to existing costs compared to the current cost. Should significantly reduce costs for each district and cost of Full Board Meetings.

### FYI Membership 2016-17

Districts	School Systems	JH/HS	HS	MS
1	6		5	1
2	5	1	10	3
3	4	3	10	4
4	19	1	34	17
5	3	1	15	3
6	3	7	5	3
7	5	3	15	7
8	8	2	22	9
9	4	2	5	1
10	19	7	34	23
11	4	5	10	8
<b>12</b>	<b>10</b>	<b>5</b>	<b>31</b>	<b>21</b>
13/14	1		3	
<b>15</b>	<b>16</b>		<b>5</b>	<b>1</b>
16	15	2	38	27

Respectfully submitted,  
 Mark Krempski  
 Northville HS

Action:



## **CHORAL FESTIVAL – INCLUSION OF BIO FOR PARTICIPATING CHOIRS**

**Proposal Number 17-08**

April 29, 2017

**PROPOSAL:** Allow directors to include a 50-100 word biography of their choir for adjudicators at Choral Festival.

**RATIONALE:** As educators, we would not dream of trying to shape and guide our students without some notion of their background. In this same way, sharing background information about a choir would allow adjudicators to tailor their comments to suit the needs of the choir.

This information would not be expected to alter the outcome of the rubric or impact the overall score.

Some sample situations might include:

- Half of our choir speaks English as a second language.
- These students recently lost one of the choir members to cancer.
- This choir rehearses once a week.
- We are struggling with a particular concept and would love some guidance.
- My choir sounds great, but they could really use some critical feedback to curb their overconfidence.

Anticipated cost: None

Respectfully submitted,  
Mandy Scott  
Executive Board Director of Sight Reading and Repertoire

Action: