

Minutes of the OCDA Fall Board Meeting

September 12, 2009

10 a.m.

Roush Hall, Room 331

Otterbein College, Westerville, Ohio

NOTE: BOLD RED print denotes action items.

9:00 a.m.

Membership Focus Group Meeting, Dara Gillis, Chair

- Call to Order Ben Ayling at 9:03 a.m.
- Introduced Dara Gillis, new OCDA Membership Chair
- President Ayling expressed concern, despite great success in our organization, about the fact that full potential of our membership has never been fully realized – we need to promote ideas for membership.
- Gillis – membership drive ideas
 - Emphasis on summer conference – greatest real benefit to public school director.
 - Presented three proposals:
 - ONE: Each region chair contacts one person each county who is not a member and promote new membership with summer conference attendance.
 - TWO: Offer a deal on summer conference to members who bring a new member. Also offer deal to new member attending.
 - THREE: Contact National Office to see if national membership fee first time can be a special deal (dispel with state dues)
 - Discussion
 - several members expressed support for state portion of national dues waiver.
 - clarification from Treasurer – we do not need national office waiver to choose this. Our portion is \$21.00.
 - Vandock – conference lost significantly last year.- \$4,465.72 based on significant lower income. Numbers remained the same, but one-day attendance, early reg. etc affect income. It is difficult to predict affect of new member reduction, since it would be volume-based.
 - Suggestion – promote this “special member deal” at OMEA conference. Collect the conference fee there. Member drive begins in January and continues to a specific deadline. OCDA Booth at OMEA. Also drive at reading sessions.
 - Take care of our own – don’t let people slip out of membership fold without follow-up.
 - Phone call to former attendance list would be a start.

- Ask membership to donate a scholarship for new member attendance. Discussion of how to divide this fund or assign scholarships.
- Perception is that OCDA may be elitist or the level of performance at conferences is way above the teachers.
- Board members present at doorways at the beginning of sessions in order to greet and make sure people know who we are – that we are on their level.
- Ayling article TRIAD upcoming covering membership and value of our organization. We also get one page ad in TRIAD. We are able to have four of our own speak at conference. **WE WILL REQUEST THE EXCHANGE OF FREE BOOTH AT OMEA/OCDA**

Summary of Membership Meeting:

- It is proposed that members will be offered \$10.00 off registration fee for each new member attending. **Brian and Sara will have to devise a form and a way to track this.**
- New member will pay full conference fee but free dues for first year.
- If not able to attend conference, then member will receive \$20.00 off yearly membership fee.
- Final suggestion is the request to exchange booths with OMEA.
- Committee will work up the details of these items plus proposal #1, the recruitment by region chairs of county chairs.

10:00 a.m.

Board Meeting

I. Preliminary Reports

- Call to Order (Ben Ayling) 10:04 a.m.

Attending: Ayling, Zurkey, Veigel, Vandock, Bianchi, Jackson, Busarow, Grega, Jones, Locker, Call, Jarjisian, Jenkins, Venesile, Tovey, Unger, Schnipke, Glann, Vaughn, Richardson, Ward, Phillips, Groom, plus new Membership Rep., Gillis

Unable to Attend: Walker, Cook, Potts B., Potts, S., Mathias, Sperry, Davis, Grotto

- Ratification of appointed positions by the Elected Board members

Motion: **to ratify the appointed positions**

Made by: Andre Grega

Seconded by: Paul Jackson

Action taken: Passes unanimously

- Minutes (Loren Veigel)
 - Presented attendance
 - Reviewed minutes of Summer Board Meeting

Motion: Approve minutes

Made by: Kent Vandock

Seconded by: Eric Richardson

Action taken: Passed unanimously

- Treasurer's Report (Kent Vandock)
 - 2009-2010 OCDA Budget
 - reviewed verbally by Mr. Vandock and presented in writing
 - special report on CHC
 - significant financial loss
 - less students involved – expense maintained, difference is presented through lowered registration.
 - Scholarships are not tracked, but do affect registration income
 - Note: Cincy Children's Chorus on tour, diminished registration by app. 30
- Summer Conference
 - Also financial loss
 - Registration, exhibitor income, graduate credit dollars all down
 - Clinician, office, dining, insurance expenses all up
- Summary – long range expectation is to spend about \$5000 more than we take in based on present trends.
 - Addressing balance of two major events – honor choir and conference would go a long way to balancing our budget.
 - IRS – became tax exempt officially. Rules are changed – now must pass public support test. Will be researched by Vandock – we must arrive at 33% of income through membership items.
 - Audit done last month, by independent auditor, with request for close scrutiny. Recommendations of auditor:
 - that only Treasurer usage of debit card.
 - dinner receipts must be itemized.
- Postage receipt also must be filed.
- Total, there were eight items non-receipted – this is really very good.
- In the future – items not receipted will not be approved.
- Taxes will be done in the next month.
- Membership – slight stabilization, but still a loss in one year (minus 59)
Student numbers actually will probably bump us up (we do not see any income from student members

Motion: to approve Treasurer's report

Made by: Eric Richardson

Seconded by: Frank Bianchi

Action taken: Passes unanimously

Request the CHC chair to turn over any leftover office supplies to new chair.

- Newsletter Report (Sharon Gratto) (Bob Jones substituting)
 - Advertising going well.
 - Board members have been sent calls for articles.
 - Fall articles due this Tuesday, September 15, 2009
 - Winter articles due January 15, 2010
 - Spring articles due April 15, 2010
 -
- Webmaster Report (James Vaughn)
 - Presented in writing.
 - Increase in hits – top is jobs bulletin and conference pages.
 - Lots of OCDA calendar events
 - Bandwidth limit could become problem.
 - Renewal of domain registration is due Feb. 5 2010.
 - Needs from members of Board:
 - Photo – head shots
 - Repertoire lists
 - Article sent to officers from Northwest [Region](#) concerning web based newsletters. Concerns here. Webmaster not in complete agreement with suggestions concerning log-in, members-only areas.
 - Suggestion to explore a host site for lesser cost
 - Suggestion of differential in membership costs based on web based communication vs. mailings. **TABLED DISCUSSION TO JAN.**

Motion: renew registration of domain at 20 year rate

Made by: James Vaughn

Seconded by: Bob Ward

Action taken: Passed unanimously

II.Repertoire & Standards Chairs Status Reports

President Ayling asked that each chair come up with at least one major project to promote the chairs particular area in Ohio.

- Historian – Jones (no report)
- High School – Locker
 - Possibility of HS Honors Choir bi-annually at conference
- Middle School – Call
 - Festival for MS – question of how to involve state.
 - Suggest central location – or multiple events regionally
 - Putting together committee to accomplish
 - Potential resource contacts suggested to chair.
- College – Jarjisian

- Continue festival – to be held March 6, 2010 at OSU
- Music Worship – Jenkins
 - Presently assessing what is needed to avoid duplication
 - Aligning to our mission, this event should benefit non-members.
 - Looking at performance vs. provision of materials.
- Vocal Jazz – Venesile
 - Vocal Jazz day in conjunction with conference
 - Pedagogical emphasis with information on vocal technique
 - Also coverage of sound reinforcement.
 - Comment: Venesile presenting on Vocal Jazz at NEOEA Day at KSU
- Youth – Unger
 - Need a representative to the Board
 - Have a reception at Central Division for Student Chapters
 - Early encouragement for student chapters to send to Division
 - All chairs reminded to publicize events via web page (Vaughn)
- Showchoir – Schnipke
 - Workshop or clinic day on good repertoire, appropriate repertoire, and vocal clinicians who encourage good singing in showchoir
 - Request from Jim Dowdy to provide ad hoc committee on whether OMEA should sponsor showchoir AE.
 - Schnipke interviewed by Columbus Dispatch on “GLEE”
- Children’s (Mathias)
 - Written report in absentia
 - OCDA CHC Conductor for 2010 – Robert Ward
 - CHC Co-Chair – Tyler Young NEED INFORMATION FOR ROSTER
 - Discussion involved not doing commission every year – adding excitement to student members of singing commissioned piece – identifying beginning young composers – grant writing – sponsorship – running it as a competition with budgeted monies as a prize.

President requests that the committee put together a proposal to sponsor a competition; within this scenario, the President asks that the committee decides in discussion with the Guest director whether or not there is a need for the commissioned piece in this season. Further, the committee will take a hard look at the bottom line of this valued endeavor to make sure we stay within budget, given the economic climate and last year’s deficit.

Motion: commission fee for CHC for 2010 only raised to \$750.00

Made by: Sheena Phillips

Seconded by: Bob Jones

Action taken: Declined unanimously

Discussion of questions about cost-cutting at Conference vs. importance of commission to the children. Meeting a composer may be as important to the children.

Motion: to suspend the constitution (to allow the full Board to vote)

Made by: Eric Richardson

Seconded by: Linda Busarow

Action taken: Passed unianimously

Motion: to approve appointment of CHC Co-Chair

Made by: Eric Richardson

Seconded by: Bob Ward

Action taken: Passes unanimously

- Women's Chorus (Glann)
 - KSU Women's Chorus at OMEA – looking for stop night before
 - Nov. 20 – Women's Chorus invitational at KSU – high school
 - Larger event in coming year – Sigrid Johnson next year?
- Men's Chorus (Sperry) – absent
- Retired (Richardson)
 - Discussion of mentorship continuing
- Boychoir (Ward)
 - No report
- Two Year College (Davis) – absent
- Community (Phillips)
 - Choral Festival downtown during Columbus Arts Festival
 - Seeking official relationship here.
 - Could community choir profiles be posted on the website?
 - Concert Exchanges could be facilitated through the website.
- Exhibits (Groom)
 - Looking for people who advertise with us – she is seeking young composers to exhibit.
 - Possibility of offering one day exhibit without cost?
- Repertoire Notebooks from Reading Sessions (Ben Ayling)
 - Templates put together by Jarjisian for website (excel)
 - President Elect (Zurkey) works with Rep. Chairs to update books, which are kept here at Otterbein by Dr. Walker

- Template will be sent to all R&S chairs by James Vaughn, which will allow them to post all information in their repertoire notebook to be posted on the web.
- All R. S. chairs are budgeted \$50.00 to update the notebooks annually.
- Suggestion to include links to publishers so people can see the music as well as perhaps hear a performance.

III. Old Business

- OMEA/OCDA Reading Sessions (Bill Zurkey)
 - Three confirmed sessions:
 - Elementary, Thurs 1/28, 2:45, CCC Rm. 230
 - High School/Univ., Fri, 1/29, 1:30, CCC Rm. 230
 - MS/JH Sat., 1/30, 9:45, CCC Rm. 230

Chairs submit by October 30 the information on all pieces to Zurkey. There is a form available – excel – will come from Bill.

- Each R&S areas submit five titles with at least one back-up.
- 2009 Summer Conference Wrap up (Brian & Sarah Potts)
 - absent due to other responsibilities.
 - Written report submitted electronically – distributed to all Board members.
- Honors Chorus (Ben Ayling for Sandy Matthias)
 - Remember to have your singers apply for the Central Division Honor Choirs and to encourage your colleagues to also do so.
 - Will be a separate middle school boy choir and girl choir.
- Five of the six OCDA submissions for clinicians at OMEA 2010 were selected to present. OCDA will sponsor Bob Ward, Peter Jarjisian, Frank Bianchi, and Robert Jones. OMEA will sponsor Ethan Sperry. \$100 honorarium is given to each; covers the registration.
- Appearing at OMEA in 2010 will be the Otterbein College Concert Choir, KSU Women's Chorus (both on Thursday), and Cleveland Orchestra Youth Chorus on Saturday; several other OCDA Board members are represented as performers and presenters.

IV. New Business

- OCDA Budget 2010 Fiscal Year (Vandock)

Motion: Mileage for next fiscal year reduced to \$.40/mile

Made by: Eric Richardson

Seconded by: Jennifer Call

Action taken: Vote is 10 for, 8 against, 5 abstain – passed

- budget was submitted to Board via email.

Motion: to approve budget for fiscal year 2009-2010 as presented by the Treasurer.

Made by: Eric Richardson

Seconded by: Fred Locker

Action taken: Budget approval declined

Discussion – suggestion of sending budget first to the Executive Board, with a special examination of deficit and long-term plans.

Concern expressed over where cuts are made and how these decisions are reached – not just the treasurer alone. Suggestion of cutting the food budget.

Executive Board meeting suggested (in the future) prior to the Fall Board meeting to examine the budget line by line.

- Suggestions from Vandock to reduce deficit
 - Raise registration of CHC
 - Reduce clinician expenditures for summer conference
 - Question of raising conference fee \$5.00
 - Reduce newsletter budget \$250.00
 - Reduction of \$500 in sponsorships
 - Travel reduced \$2000
 - OMEA clinician reduced by \$1500
- These suggestions will be summarized and sent to the Executive Committee, who is then charged to bring back to the Board an acceptable budget.
- Membership Committee (Dara Gillis)
 - Numbers dwindling
 - Incentives discussed in earlier meeting presented
 - Added suggestion of OCDA at OMEA conference

Motion: to restructure fees to include incentives for new membership, as presented by Membership Chair – i. e. first time active members pay conference registration fee, but receive first year free for dues—policy to be in place for only the 2010 fiscal year.

Made by: Eric Richardson

Seconded by: Andrew Grega

Action taken: Passes unanimously

- Special OMEA Registration form for OCDA members who are not also OMEA members (Ben Ayling) Note: This is year two of our two-year agreement
- Sponsorship Request (Ben Ayling)
 - Quink Vocal Ensemble at *Arts in the Cathedral*, Cleveland, OH

- \$300.00 request. (with \$4100 budget)
- \$15.00 tickets (OCDA members get them for \$10)
- Feb. 10, 2010 – 8:00 p.m

Motion: to sponsor the above filed request

Made by: Call

Seconded by: Jarjisian

Action taken: Action denied

Motion: to sponsor above at \$150.00

Made by: Eric Richardson

Seconded by: Ron Jenkins

Action taken: Passed unanimously

Motion: to raise dues in all categories \$5

Made by: Kent Vandock

Seconded by: Bob Ward

Action taken: Denied

V. Adjournment

Motion: to adjourn

Made by: Eric Richardson

Seconded by: Bob Ward

Action taken: Passed unanimously

OCDA Winter board meeting:

Saturday, January 9, 2010 at 10 a.m. in Roush Hall, Room 331, Otterbein College

FYI: Upcoming ACDA/OCDA/OMEA Dates

OMEA Professional Conference – January 28-30, 2010 in Cincinnati, OH

ACDA Central Division Conference – February 25-27, 2010 in Cincinnati, OH

OCDA Summer Conferences, Otterbein College

June 21-23, 2010

June 20-22, 2011

June 18-20, 2012

June 17-19, 2013