

**Minutes - Ohio Choral Directors Association - Fall Board Meeting**  
September 11, 2010  
Roush Hall, Room 331  
Otterbein University  
10:00 a.m.

Present: Ben Ayling, Gayle Walker, Bill Zurkey, Loren Veigel, Kent Vandock, Andrew Grega, Kevin Manley, Sara Potts, Suzanne Walters, Fred Locker, Jennifer Call, Peter Jarjisian, Chris Venesile, David Tovey, Mel Unger, Rich Schnipke, Kerry Glann, James Vaughn, Nancy Davis, Sheena Phillips, Adam Sheldon, and Dara Gillis

Guests Attending: None

Unable to Attend: Frank Bianchi, Kristen Snyder, Linda Busarow, Robert Jones, Ronald Jenkins, Sandra Mathias, Robert Ward, Sharon Gratto, and Tina Groom

No Response: Eric Richardson and Tyler Young

**Note: BOLD RED print denotes action items.**

I. Preliminary Reports

- Call to Order (Ben Ayling) 10:06 a.m.
  - Introduction of New Board Members (Ben Ayling)
    - NW - Kevin Manley replacing Grant Cook
    - EC - Kristen Snyder replacing Paul Jackson
    - Elementary R&S- Suzanne Walters replacing Tracy Gabrielsen
- Minutes (Loren Veigel)

**Motion:** to accept the minutes as presented.

Made by: Gayle Walker

Seconded by: Dara Gillis

Action taken: passed unanimously

- Treasurer's Report (Kent Vandock)
  - Reviewed printed report, including the checking account register, activity in savings account (interest being the only activity), the new Contingency Fund, summer conference report, Children's Honor Choir, and an income/expense comparison to previous fiscal periods.
  - Reported a significant turn-around in summer conference financial results. 2009 conference resulted in a deficit of \$1,863.87. 2010 conference resulted in a profit of \$3,579.19. The major factors in this change were:
    - income additions from exhibits, graduate registrations, and new members
    - expenses were controlled well by the President and Committee.

- This was all accomplished while maintaining costs to members from the previous year. A two-year downward trend in conference proceeds was reversed with this conference.
- A similar trend was noted in the Children's Honors Choir – 2009 deficit of \$63.23; 2010 balance of \$1,322.47. Programming without a commissioned piece as well as hiring an in-state clinician both resulted in savings.
- Income/Expense balance was positive. We are anticipating an end of the year in the black. Some line-item comparisons were presented to highlight improvements.
- Audit and Taxes were explained. Following the upcoming audit and tax payment, the paperwork will be filed to change our fiscal year to align with the calendar year, as voted by the Board.
- 2011 budget has been sent electronically to the Board, and is filed with the treasurer.

**Motion: to approve Treasurer's report at presented.**

Made by: Gayle Walker  
 Seconded by: David Tovey  
 Action taken: passed unanimously.

**Motion: to approve the 2011 fiscal year budget as presented.**

Made by: Suzanne Walters  
 Seconded by: James Vaughn  
 Action taken: passed unanimously.

Discussion: President Ayling commented on cost measures which have been employed over the last year, especially improving cost controls on the newsletter; sponsorship of the Conference Party is being sought, with \$2500 in sponsorship balancing the budget.

- Newsletter Report (Ben Ayling reporting for Sharon Gratto)
  - Deadlines:
    - Fall Newsletter, September 15
    - Winter Newsletter, January 15
  - Welcome Adam Con, Wittenberg, who has offered help to OCDA. He will be doing the set-up as a volunteer, beginning with the winter issue.
  - We were paying \$84 per page to have the news put into its final form.
  - We have moved from print to on-line news only.
- Webmaster Report (James Vaughn)
  - Reviewed report presented in print.
  - The newsletter will continue to be online. It will be hidden, available to members only.
  - A link has been added to ChoralNet.
  - A Community Choir page has been added.

- Email blast is being developed as a tool of monthly or immediate communication.
- Facebook and Twitter accounts are running for OCDA. All members who are on Facebook should go to the page and “like” it. We are hopeful for increased usage of these media.
- The suggested member-only access area is being abandoned – these are time-consuming and costly to create.

**ACTION: President Ayling will confer with Webmaster Vaughn by phone to discuss updates of emails from the national office.**

**ACTION: Webmaster Vaughn will confer with President-Elect Zurkey to discuss updates on repertoire lists.**

Discussion: suggestion - all Board members annually submit their top repertoire picks for posting on the Website.

Suggestion - newsletter deadlines should be posted on the website with assignments. Suggestion - deadlines should also be mentioned in Board meetings.

Fall Newsletter assignments – due September 15 – include: President; Treasurer; Newsletter; Summer Conference Coordinator (wrap-up); South Central Region Chair; Music and Worship Chair; Historian (2010 Distinguished Service Award)

Winter Newsletter assignments – due January 15 – include: President; Summer Conference Coordinator; Retired Chair; College and University Chair; Student Chapter Rep; Northwest Region Chair; Show Choir Chair; Conference Registration Form.

**ACTION: Newsletter editor will solicit wrap-ups from chair of events sponsored or endorsed by OCDA.**

**ACTION: Add a link to CPDL to website.**

- Membership Committee (Dara Gillis)
  - Twenty-eight new members attended summer conference, resulting from last year’s membership drive.
  - Committee has suggested the continuation of the state dues waiver for new members for one more year.
  - This year, our membership focus at OMEA needs to be on elementary teachers and children’s choir directors. Presence is needed at OMEA sessions for general music areas. We also need to approach directors personally. **Membership chair seeks church choir children’s choir information from Church and Worship R and S Chair.**
  - We need to promote the strength of our graduate credit hours. We will do so through summer opportunity boards at Universities and also the already-available full page advertisement in TRIAD.

- It is suggested to focus attention on the credit available by an email blast detailing the conference in February or March. **Dara is asked to facilitate this email blast.**
- Reminder: the Membership Committee consists of Dara Gillis, chair and region chairs.

**ACTION: Region chairs are urged to make it their vital challenge to work on new membership. Challenge from President to Membership Committee to raise our summer conference attendance from 160 to 200.**

**ACTION: President Ayling will contact Roger Hall, OMEA Executive Director, concerning a presentation at OMEA sessions, emphasizing the offer of graduate credit for OCDA summer conference. He will also confer with the Membership Chair to develop ideas for highlighting our conference at OMEA.**

**Motion: to extend special new membership offer from 2010 to the conference 2011. The offer includes: first-time members who also purchase a registration for summer conference at the member's registration fee rate, will receive a one-year waiver of state dues (\$21). Also included: referring members receive a \$10 registration fee reduction per referred new member.**

Made by: Dara Gillis  
 Seconded by: Andrew Grega  
 Action taken: passed unanimously.

Discussion: it is suggested that the budget should include funds to facilitate the work of the Membership Committee. A line item should be created. The \$600 needed to have a booth at OMEA is discussed. The Treasurer suggests the addition of \$1,000 for the Membership Committee, based on increased registrations for Summer Conference.

**Motion: to amend the budget to include a Membership Committee line item of \$1,000.00.**

Made by: Andrew Grega  
 Seconded by: Gayle Walker  
 Action taken: passed unanimously

Discussion: Sara Potts highlighted an effort by her conference committee to produce a personal letter to be sent to personal contacts to promote membership and conference. **Sara will send the draft of this letter to all of the Board.**

- Repertoire & Standards Chairs Status Updates
  - High School (Fred Locker)
    - Report on proposed High School Honors Choir at Summer Conference presented in print, with adjustments from the summer board meeting.
    - The chair highlighted adjustments, including:
      - \$500 for church usage.
      - Non-air-conditioned dorm housing.
      - Concert will be combined with the Children's Honor Choir, including one combined number.
    - Peter Jarjisian will be clinician for 2011.

Discussion: It is suggested that we consider a rotation, alternating the mixed high school honors choir with men's and women's high school honors choir. This will be evaluated at a later date. The music budget in the proposal is low, but in-state clinician savings allows us to raise this budget \$1,200. It is also suggested to raise the proposed number of collegiate assistants for the high school honors choir, from four to eight. The compensation for these assistants is yet to be determined.

**Motion:**                                    **to accept the proposal as amended in discussion below.**  
 Made by:                                     Andrew Grega  
 Seconded by:                                Kent Vandock  
 Action taken:                                passed unanimously.

- Women's Chorus (Kerry Glann)
  - The All-Ohio Women's Chorus Day is scheduled for Friday, Nov. 19, 2010, at Kent State University. Flyer samples were presented. A mailing list has been supplied from Kent State.
  - Sheena Phillips and Kerry Glann will be clinicians.
  - \$1,000 grant has been given by Young Singer's Foundation (affiliated with Sweet Adelines International).
  - A Men's Chorus event held on campus simultaneously will result in a combined piece during the performance.
  - Registration goal is 160.
  - The chair will request honors choir music purchase reduction from Musical Resources.
- Middle School (Jennifer Call)
  - The Oberlin Choristers and OCDA were planning to work on a boychoirs event. This has been postponed to 2011.
- College/University (Peter Jarjisian)
  - OCDA Collegiate Choral Festival scheduled for Saturday, Feb. 12, 2011.

- Bob Ward is proposing hosting the event at Worthington United Methodist Church without charge. We are waiting on the church's decision.
- Once the site is confirmed, information will go out to all collegiate directors.

**ACTION: OCDA President will explore a policy on OCDA events offered to non-members. He will meet with chairs of children's, high school and collegiate events. A recommendation will be presented to the Board at the winter meeting.**

**NOTE: ACTION ITEM from Summer Meeting still remains on table. President, Secretary, Treasurer and Webmaster are asked to formulate a policy on presentation and passage of proposals. Special consideration is to be given on guidelines for email voting procedures.**

- Elementary Interest (Suzanne Walters)
  - The chair presented the idea of a festival for elementary school choirs. She is encouraged to develop this idea.
- Music/Worship (Ron Jenkins)
  - Chair absent.
- Vocal Jazz (Chris Venesile)
  - The chair is seeking a sponsorship or endorsement.
  - It is suggested that the event works in conjunction with the Ohio Vocal Summit, held in Tiffin and sponsored by Tiffin University.
  - The chair suggests OCDA sponsorship of a clinician to offer clinics concurrent with the festival on vocal jazz techniques. The in-state clinicians are already funded by Tiffin University.
  - The goal is to add two sessions, plus a lunch offered to participating teachers.
  - The event is scheduled for Friday, April 1, 2011.

**Motion: to approve OCDA sponsorship for the OCDA Vocal Jazz Day at the Ohio Vocal Summit in the amount of \$350-500, in order to hire an anchor clinician.**

Made by: Chris Venesile  
 Seconded by: Gayle Walker  
 Action taken: passed unanimously

- Multicultural (David Tovey)

- South African Choral Styles workshop is still planned, but the original clinician, Kumalo, is not well and cannot travel anymore.
    - The clinician recommended by Kumalo as a substitute also has visa problems in regards to travel.
    - The event has been re-scheduled for Saturday, September 24, 2011.
    - OCDA has already voted to allocate funds to this event.
  - Showchoir (Rich Schnipke)
    - No report.
  - Men's Chorus (Bob Ward)
    - Chair absent.
  - 2-Year College (Nancy Davis)
    - Chair would like to research the possibility of putting a two-year college page up on our website, including performance clips.
    - Chair requests regional chairs to identify two-year college directors.
    - In fall, 2011, Lorain County Community College will host a 2-Year College festival.
  - Community (Sheena Phillips)
    - Chair left the meeting prior to reporting.
- Repertoire Notebooks from Reading Sessions (Bill Zurkey)
  - Chair thanks the R and S chairs for their work last summer.
  - Books were extremely popular at conference.
  - R and S Chairs are urged to add each reading session to the notebooks immediately after the event. An extra packet is available at Otterbein.
  - 2011 OMEA reading sessions (Cincinnati, Ohio) –
    - High School Regency Ballroom 5:15 pm Thursday
    - Elementary – CC 206-208 Friday 4:00 p.m.
    - Middle School – 12:15 pm Saturday CC 206-208
    - Deadline for music is October 15, 2010.

**ACTION: Bill Zurkey will inform R and S chairs which pieces have been accepted for the sessions in advance of the OMEA Conference.**

**ACTION: Order one more roll of OCDA stickers (Loren), plus replacements for Table Tents, to be paid from Board meeting funds.**

**ACTION: President proposes that each R and S chair choose one piece from CPDL for each set of reading session titles to be submitted (both OMEA and**

**summer conference). This will raise awareness of CPDL. Pieces (or CPDL Links) will be forwarded to Bill Zurkey for copying.**

- Templates (Peter Jarjisian)
  - Template has been sent out this morning.
  - R and S chairs will adapt the Excel form to their needs.
  - Chairs are asked not to change the cells, to preserve uniformity.
  - The eventual goal is that all of these lists, both reading sessions and binders, will be available on the website.

**ACTION: James Vaughn will send the template to everyone. Peter Jarjisian will forward instructions for usage to James Vaughn. He will also send the template to Bill Zurkey.**

- Chair Reports
  - Historian (Bob Jones)
    - Chair not present.
  - Youth/Student (Mel Unger)
    - Communication between members of student chapters is encouraged.
    - Adam Sheldon is encouraging Facebook activity among chapters, so students can raise awareness of events and opportunities on other campuses than their own.
    - He is also working with universities to provide funding for student members to attend conferences as professional development.
  - Retired (Eric Richardson)
    - Chair not present
  - Exhibits (Tina Groom)
    - Report by email.
    - Some exhibitors have been suggesting sponsorship of social events.

**ACTION: President will speak with Tina Groom to develop sponsorship possibilities with regards to exhibitors and other outside supporters.**

- Children's Honors Chorus (Sandy Matthias & Tyler Young)
  - No report.

## II. Old Business

- 2010 Summer Conference Recap. (Sara Potts)
  - 160 participants with 28 new members.



- Largest negative responses dealt with box lunches for roundtables. Outside vendors are being sought.
- Hosting Chair: Brandon Moss – it is suggested that we maintain this position. It continues to be volunteer post, but is an asset to the conference.
- OMEA Agreement (Ayling)
  - OMEA, 2011 Conference registration offer has been extended by Roger Hall
  - A special registration fee for OMEA conference of \$95 is offered to OCDA members who are not OMEA members.
  - The offer extends only to pre-registration, for those using the mail-in form.
  - **ACTION: This offer will be extended through email blast (Vaughn).**

### III. New Business

- 2011 Summer Conference (Ben Ayling)
  - Summer conference registration fee
    - Otterbein administrative fee will be stepped up \$1 to \$2 per year until we reach the \$14 per person regular administration fee, from the present rate of \$7 per attendee.
    - It is suggested we can absorb the immediate rise at this time.
    - We will keep the registration at the present amount.
  - Clinicians:
    - Jerry McCoy, ACDA President
    - André Thomas, Florida State
    - Judy Bowers, Florida State
  - Call for interest sessions and performing choirs. Information available on the OCDA website, with a deadline of December 30, 2010.
- Elections (Gayle Walker)
  - Electronic voting worked well.
  - This will be continued, representing a savings to OCDA over sending postcards through the US Post.
- Other New Business
  - It is suggested that we discuss more singing at the All Conference Party.

**ACTION: Agenda item for January considering entertainment at the Conference Party.**

### IV. Adjournment

**Motion:** to adjourn  
Made by: Andrew Grega  
Seconded by: Chris Venesile  
Action taken: passed unanimously.

OCDA board meetings:

- Saturday, January 8, 2011 at 10 a.m. in Roush Hall, Room 331, Otterbein College
- Monday, June 20, 2011 at 10 a.m. in Roush Hall, Room 331, Otterbein College

Other Important Events

## The Ohio Choral Directors' Association CALENDAR

Fall Board Meeting  
Saturday, September 11, 2010 – 10:00 a.m.  
Roush Hall, Otterbein University

All-Ohio Women's Chorus Day  
OCDA-sponsored  
Friday, November 19, 2010  
Kent State University

Winter Board Meeting  
Saturday, January 9, 2011 – 10:00 a.m.  
Roush Hall, Otterbein University

OMEA Conference  
January 27 – 29, 2011  
Cincinnati

OCDA-sponsored reading sessions:  
High School - Regency Ballroom 5:15 p.m. Thursday  
Elementary - CC 206-208 4:00 p.m. Friday  
Middle School - CC 206-208 12:15 p.m. Saturday

OCDA Collegiate Choral Festival  
Saturday, February 12, 2011  
Worthington United Methodist Church

ACDA National Conference!!  
March 9 – 12, 2011  
Chicago

See Choral Journal, ACDA website for details

OCDA Vocal Jazz Day at the Ohio Vocal Summit  
Friday, April 1, 2011  
Tiffin University

Summer Board Meeting  
Monday, June 20, 2011 – 10:00 a.m.  
Roush Hall, Otterbein University

OCDA Summer Conference  
June 20 – 22, 2011  
Otterbein University

Featured clinicians: Jerry McCoy, ACDA President; Andre' Thomas, Judy Bowers,  
Florida State University

OCDA-sponsored Children's Honors Choir and High School Honors Choir  
*See OCDA newsletter and website for details*

South African Choral Styles Workshop  
OCDA and Kenyon College  
Saturday, September 24, 2011  
Kenyon College