

## Executive Board Dinner Meeting Minutes - Wednesday, May 7, 2015 4:15 pm – Blue Bird Inn

- I. **Welcome - Attendance**
- II. **2015-2016 LLMEA Calendar**
  - a. Calendar Reviewed. Future conflicts - none known at this time .
- III. **2016 Festival Budget/Guest Conductor Approval Process – The conductors and preliminary budgets for each festival were discussed. Conductors were approved.**
  - a. Chorus – Lebanon HS (Mark Naimoli) DATE: January 9, 2016
    - i. Festival Conductor: Matthew Erpelding
  - b. Band North – Mt. Calvary/Donnegal HS (Ray Fitzsimmons/Dale Sellers) DATE: Jan. 23, 2016
    - i. Wind Ensemble Conductor: Brian Norcross
    - ii. Symphonic Band Conductor: Robert Spence
  - c. Band South – Conestoga Valley HS (Jared Daubert) DATE: January 23, 2016
    - i. Symphonic Band Conductor: Brad Genevro
    - ii. MS Band Conductor: Aaron Magaro
  - d. Orchestra – Palmyra HS (Andrew Kurtz – not present) DATE: February 13, 2016
    - i. HS Festival Conductor: Name and Approval TBD
    - ii. Sinfonietta Conductor: Name and Approval TBD
    - iii. MS Festival Conductor: Name and Approval TBD
  - e. MS Band – Host Needed – Date TBD  
Cedar Crest not able to host. Other potential hosts checking on hosting possibilities.
- IV. **Host Reminders – Festival hosts were reminded of the following items:**
  - a. Select Repertoire, Secure Site.
  - b. Send Mechanical Rights Form for Recording Engineers – Return to president after it is signed. (available online)
  - c. Have guest conductors sign and return contracts. Send to president after signatures are completed. (available online)
  - d. Refer to the host guideline manuals from previous year's Festival (binder and flash drive)
  - e. Send Final Budget by **December 1** to the president. Include a copy of director's materials/ info. that are given out at the December county band/orchestra selection meeting.
  - f. Band/Orchestra - distribute all forms and music at the December selection meeting.
  - g. Be sure to include ticket prices with information. (\$6/ 4 for HS festivals, \$5/3 for MS)
  - h. Make sure director deadlines are clearly posted with the director instructions.
  - i. Include instructions concerning bad weather / delays.
  - j. Send public info (conductors/repertoire/concert time/etc.) to LLMEA webmaster for posting to the LLMEA website.
  - k. Email final expenditures report and proceeds to treasurer within **30 days** following the festival. Also cc: a copy of report to the president.
  - l. Return Host Guideline Manuals/Flash Drives to the vice president following the festival and you will receive your \$\$\$.
- V. **2016 Honors Banquet** – Host secured: Sara Masten, Penn Manor on Tuesday, April 19, 2016.

## VI. Old Business

- a. **Universal Budget Excel File:** New file format was discussed. The file needs to be updated to reflect the \$3 per student fee for bars.
- b. **MS Band/Band South Festival Concept:** Discussed the new Band South format that was adopted by the membership this spring to begin at next year's festivals. At the festivals, a committee was formed comprised of South and North directors to evaluate the new system after the 2016 festivals take place.

## VII. New Business

- a. **Festival Host Pairing Proposal:** After much discussion at the 2015 festivals, Frank Caravella created a proposed festival hosting rotation schedule that includes the pairing of schools to share hosting responsibilities for the various festivals. The pairing was created based largely on geographic location. The executive board supported this proposal.
- b. **LLMEA Member Registry:** Discussion about having some sort of online registration form for directors/music teachers to fill out who wish to be included in the membership of LLMEA. This is an attempt to reach out beyond the local MS/HS band, orchestra, & choral directors and pull in more of the elementary and non-traditional music teachers with in our county system. New online software may be a viable solution to this such as what PMEA uses. David Fair will check into this. The executive board supported this idea.
- c. **Website Changes:** Discussed the addition of a page with info about the LLMEA Private Teacher Award, a New Member Info & Mentor Contact page, as well as gaining email access for the LLMEA officers. Davis Fair will work on this.
- d. **Elections:** In light of the new term limits that were approved, discussion was had on the impact on the organization. It was determined that there is now a greater need for Executive Board cooperation since the term limits are now shorter. Current president and vice president have been doing this and it has been working well. Longer terms for treasurer and secretary will remain. Voting opportunity was not reaching al membership – new member registration system should alleviate this problem.
- e. **Officer Honoraria:** Adding small honoraria for the various officer positions was discussed. The exec board is not in favor of implementing such honoraria.
- f. **Committees:** The board discussed the Nominations, Festivals, and Elections Committees. Are these committees implemented and being used effectively? The exec board has functioned as the Nominations and Honors Banquet Committees and the previous year's festival hosts have been considered the Festival Committee.
- g. **Proposed Changes to the Constitution and By-laws:** Frank Caravella compiled a list of items for clarification and/or to be changed. Some discussion was had on how old some of the policy is and if it actually applies or is pertinent to our organization today. Frank will propose changes to the membership for voting at the upcoming GM meetings.
- h. **New Conductor Evaluation System:** Frank Caravella's new system of online conductor evaluation work very successfully and it was decided to continue handling festival conductor evaluations in this way.
- i. **News Letter:** Frank Caravella is working on the LLMEA Newsletter to be distributed in May as per the Constitution and By-Laws. This has not been done in recent years.

## VIII. Items from the Floor

- a. **Commissioned Work:** Jared Daubert suggested LLMEA explore commissioning a piece of music to be accessible by the membership of LLMEA. Discussion was had about how this could work. He will follow up with this idea.

## VIII. Adjournment – meeting was adjourned.

Next General Membership Meeting:

Wednesday, September 9th, 2015 @ Cedar Crest MS (4:15pm)