

**PMTA General Board meeting
June 10, 2018
Hilton Garden Inn-Crimson Room,
Indiana, Pennsylvania**

Meeting was called to order at 1:14 PM

Present: Ed Kuhn, Teri Smith, Nanette Solomon, Steven Smith, Henry Wong Doe, Jackie Herbein, Mary Lynne Bennett, Deborah Rodgers, Elaine Friedlander, Patricia Powell, Donna Beech, Christina Shimp, Doug Jurs, and Gilya Hodos (remotely).

Absent: Chris Guzman, Amanda Gunderson, Sue Kuntz, and Wendy Bachman.

Members were directed to use their smart phones to look over the minutes from November 2017 board meeting which were located on the PMTA website. Motion to approve was made by Ed Kuhn. Seconded by Steven Smith. The motion carried and minutes were approved.

President's Report – Mary Lynne Bennett

Attended State Presidential Advisory Council meeting at the MTNA convention in March 2018. Gary Ingle said that Sexual Misconduct Insurance would cost MTNA an additional \$10,000.00 annually just to add PA to the general liability insurance that is already offered. MTNA said that they could not sustain this cost for all of the states that would be requesting it. PMTA pays considerable less than this. (\$2,500.00) The problem is that we have double coverage of the liability insurance. Mary Lynne is not sure if the insurance company is being completely forthright about this since we use the same company as MTNA and have received a completely different price but there is nothing that we can do about it.

Mary Lynne has been working with board members to revise the Policies and Procedures document and combine it with the Job Description Handbook for board members. This is an ongoing process and can be changed as board members see fit. It will be a working document online. We will review this today. New board members can use it to learn their job descriptions. Long time board members can review to verify what is happening with each position.

Mary Lynne thanked Henry Wong Doe and Jackie Herbein for this year's conference. Henry Wong Doe was also thanked for serving as site coordinator.

Welcome was extended to Doug Jurs as the new Foundation Fund Chairperson & Christina Shimp as the new Certification Chair. Doug is also new Jr. Competition Coordinator. Daniel Hall will be Composition Coordinator.

Meg Tinkham resigned as OCE and we hired Joy Carroll as our new Communications editor in May 2018. She has done a great job. The transition has been relatively seamless. She works for the Westmoreland Orchestra, taking care of their website and doing promotions.

Ed and Mary Lynne will attend MTNA Leadership Summit in September 2018 and they can bring items for discussion if board members request this.

See president's report for the entire report.

Collegiate Chapter Report – Patricia Powell

There are 35 collegiate members across the state. This will change in the fall because collegiate dues are not due until Oct/Nov. Hopefully membership will remain the same. The new Duquesne chapter has not yet appeared on the MTNA platform. She will contact Melissa Curtis to find out the reason for this.

Patricia mentioned that it is always a joy to see the collegiate membership at the conference. It seems to improve each year. She would like further ideas on opportunities for different chapters to get together; possibly a group presentation. In the past, the chapter has come together to present something as a group. She requested that similar ideas be passed on to her. A suggestion was made that perhaps a collegiate chapter could organize something for the November competition weekend. Terri mentioned that college students are often used as monitors for the DSPF.

Temple said that they are going to try to reinstate a student chapter. She will follow up on this. The Elizabethtown Chapter will discontinue.

Mary Lynne mentioned that MTNA offers a national collegiate level symposium each year. While it is held in different states and there are travel expenses, this does present an opportunity for college students to gain experience in making a presentation.

Patricia mentioned that it is challenging to find resources for the students. It is hard to find funds. Mary Lynne mentioned the possibility of instituting a PMTA collegiate chapter grant. Jackie said that she would add this to a list for discussion of allocation for investment funds.

Steven asked that the collegiate recital programs list more information on the student. Jackie mentioned that this is the type of job description information that should go in the policies and procedures book.

It was asked if collegiate chapters could submit proposals when there is a call for clinicians for the conference. Jackie said that since collegiate members don't join until the fall it would have to be a separate E-blast from the E-blast sent out to the general membership.

Donna suggested that collegiate members could present a program at the DSPF in November. Nanette recalled a past conversation about mentoring college students to adjudicate at DSPF but that was before the format of this event changed. Terri mentioned that we often have room for a collegiate recital or program but there has not been any recent interest from the college students. She would offer them the noon hour. Typically the only interest that is demonstrated is a bake sale.

Sponsorship report - (Elaine Friedlander) – Elaine took this position just as it was newly revamped so she had to create new procedures. Renewals are now supposed to be September to September but there were several schools that had to be renewed in December, January & February. Therefore she decided that they will renew when their time is completed; Elaine keeps records for this. She left some logos up as a courtesy of sponsorship members that did not renew because of their budgetary issues. If they do not renew by the end of the summer, she will take the logos down. The current procedure sends out a monthly calendar that lists events. She suggested that sponsors post their events early so that it will show often. This new procedure seems to be working and we are making a profit. She will continue to contact schools to renew and try to get new sponsors. A lot of people still contact the former chairperson Sue Kuntz and Sue then forwards them to Elaine.

Treasurer Report - (Jackie Herbein) - (See report)

Business Green Checking account is our everyday account and it has \$13,000.00 dollars. Business Green Checking #2 is a buffer account. This is an account where we transfer funds from the Pay Pal account. It is currently high (\$19,661.00) because money has recently been transferred for the conference.

The Susan Dorogi Miller estate left money to 5 music organizations. (MTNA, PMTA, York Chapter, York Musicale, and an unknown organization). PMTA will receive the interest from this estate. It has been 7 years. Susan Miller was a member of York MTA and Warren Magid has been overseeing this. In the fall, the executive board decided to hire an attorney to go after the money. There is an attorney from one of the other music organizations that is now involved. He told John Garber, who is the attorney overseeing the Miller estate, that we were going to pull him up on charges unless this estate settled. Last week, Jackie received notice from the person acting as our attorney stating that the accounting was filed on May 16, and is scheduled for adjudication on June 13. It is expected to be approved for adjudication. Then the attorney for the Miller estate (John Garber) should keep us apprised of what is going on and the attorney from the other music organization will follow up on the matter. Gilya suggested that if we look back in the past PMTA minutes from 7 years ago, we might locate the amount. We have thus far received terrible communication from John Garber.

2017 was an anomaly year for investments. Our TD Ameritrade fund is \$141,628.00. We started with \$110,000.00.

Year to date budget – Keystone Chamber Competition only had two groups enter this year but we did not lose money because Elizabethtown College did not charge us for use of their

facilities. This contest has dwindled each year since initiation. We might need to look at this in the future.

The administration costs for the new Online Communications Editor are \$30.00 per hour.

\$1,090.00 was paid to Temple U. for competition weekend.

This year we will have legal and professional fees because our income is over \$50,000 as a result of investments. As a result, we will need to hire an accountant for taxes.

Jackie will switch from Robly to Mail Chimp. Mail Chimp is free. Robly expires in September.

This year we missed the conference ad from Central PA. Many LA's have not advertised for 2 years. Some may not have the funds. (\$50.00) but if they can afford the amount, advertising is a way to show support of the conference. These same LA's are not sending members - they are not supporting PMTA conference in any way.

Jackie is waiting to find out the amount to reimburse Deborah Rambo Sinn for conference travel funds.

Jackie brought a couple of situations for possible refunds for PMTA conference. It was suggested to wait for a requested refund before we automatically send one out.

Jackie proposed that there be a conference registrar position. This does not have to be a board position. She will mentor the person.

Raffle brought in \$267.00. Jackie wants to know if the \$100.00 gift card prize should come out of the proceeds from the Raffle or from the PMTA budget.

Steven Smith made a motion to take \$100.00 from the raffle proceeds for the Amazon gift card that is given to raffle winner. It was not seconded.

MOTION - Lois Svard motioned that the \$100.00 for the Amazon gift card given to raffle winner, be taken from the PMTA budget. It was seconded by Nanette Solomon. It passed unanimously.

Conference - (Henry Wong Doe)

This conference had 49 registered and 2 walk-ins. There were 59 luncheons. IUP will not charge PMTA for the conference. Next year will be at Bloomsburg U. Charisse Baldoria is our contact person. Jackie offered to pay for the tuning of pianos for the conference and Henry suggested that we make a donation to IUP. IUP has a contracted piano tuner who maintains the pianos year round. There were two pianos that were prepared for this conference. There were several IUP student helpers that PMTA paid with a gift card or cash.

MOTION – Steven Smith moved that we donate \$300.00 to IUP Music Dept. for conference. Seconded by Henry Wong Doe. Motion was unanimously approved.

Henry suggested a music around the word theme for next year's conference. It would be a celebration of other cultures. Mary Lynne contacted William Chapman Nyaho to come as the conference artist, presenter, master class clinician and perform a recital. He has not signed a contract yet but he placed the conference date on his calendar. He specializes in African music. He wrote an anthology of African piano music. It contains 5 or 6 volumes consisting of African or African American composers in the diaspora. The range of music is early elementary to advanced. It is published by Oxford University Press. He performs around the world. He also performs duo piano with Susanna Garcia. June 14 – 16, 2019 are the conference dates.

Membership Report. - (Donna Beech)

Membership is 573. 13th largest in the US. Active membership is a little lower but senior active has gone up. Collegiate membership is 35. Philadelphia, Greater Pittsburgh, Northeast, West Moreland, Indiana, and York have all increased. Millennium has decreased. At one point Millennium voted to disband but instead Michele Triaca took it over. Last year their only event was the DSPF. All Millennium members are also part of the Northeast Music Teachers Assoc.

Deborah Rodgers recently spoke to a member of York MTA and heard that they never hold meetings and that there is no communication to members. The only activity that they had was DSPF.

Members with piano listed as primary instrument has gone down. Violin has gone up.

More than half of PA counties have no LA to affiliate with. There is a lot of overlap between the counties and LA associations that serve those counties. This will be useful in pointing newest members to the closest association to where they are located.

Donna brought up that there are a lot of little studios that might be interested in a studio type of membership. Steven Smith stated that he would not support a studio type of membership.

Main Line would like to know about new college graduate membership. Could there be some type of PMTA grant for the new graduates to cover the National fee? Jackie has it on a list for discussion of possible allocation of funds. Jackie clarified that PMTA already offers a one-time new graduate rebate for their state and local membership dues during their first 5 post-graduate years. Most of the rebates were \$70.00. PMTA also offers a conference rebate and members can only receive one or the other. There was one new member rebate. No conference rebates.

Competitions - (Amanda Gunderson sent a report)

State 2017 competitions ran smoothly. PMTA donated 3 checks to service organizations that helped with 2017 MTNA preliminary competitions and one has not yet been cashed.

Next year we will be at Temple and we will need help with monitors and judging.

Division competitions will now be online competitions. Next year the chamber music competitions will be revamped. There will be a later deadline and will be eliminated from the state competition. The colleges have been asking for a later date because the semesters are barely in session when the MTNA deadline hits. There will be an immediate online elimination process. It will not go to the division level but will select the top 7 adjudicated chamber music/wind instruments. This will be a huge help to the states.

Certification - There is a new chair who is Christina Shimp.

We have not yet received an update from Paul Fierro or Melissa Curtice on the status whether there are members currently seeking certification.

Foundation Fund - Doug Jurs -

\$267.00 was raised from raffle. Winner was Christina Illig. She teaches at St. Francis University.

College Faculty – Chris Guzman

No report.

Commissioned Composer/ Arts and Advocacy -- Lois Sward.

Nothing to report from Arts and Advocacy.

On average there are 25 to 30 submissions to Commissioned composer per year. The instrument combo that appears most often is the Sax piano duo or a Saxophone quartet. Age limit change – minimum age is 27. No maximum age. This year is the 50th anniversary of the program.

This year there was no announcement of PMTA commissioned composer. We are behind because one member of the committee did not send feedback.

Lois has been very happy with the caliber of composers that have been commissioned since she has been involved with this program. The composers that were selected all have either a National or International reputation. She endeavors to keep the same level. This will depend on receiving good nominations. Lois will try to make contact with performers of new music to make recommendations so that we can get the best possible composer.

MTNA switched to an online platform and has had numerous problems. Another issue is that even though MTNA commits a sizable amount of money to the program and is very supportive of all the states in the commissioning process, the Commissioned Composers concert is placed in a bad time frame at the National conference. There are never more than 30 or 40 people in attendance. Lois feels that this sends a bad message. Why have the program and not feature the winner?

Nanette asked Lois to email her all of the concerns that she expressed and she will bring up at the July division meeting.

Lois said that the PMTA commissioned composer page has to connect to a composer site in order to upload the commissioned works. She wasn't sure how to handle the composition that we commissioned from David Cutler. Anderson and Roe were the performers. It was suggested for her to contact David Cutler.

IMTF - Susan Kuntz

Sue has been trying to get each LA to set up an IMTF liaison on their boards. Main Line MTA is the only association that has fill this position on their board. Mary Lynne is going to suggest that the presidents act as the liaison.

There was a poster board at the conference. The IMTF chairperson at MTNA requested pictures of the poster board. Susan has been contacting MTNA about publicity. (Radio stations, Facebook, newspapers) Sue recommends that the locals try to promote themselves through social media.

Local Associations. - Gilya Hodas

This year there were 3 matching grants administrated for a total of \$1,075.00. The forms have been updated and are currently on the PMTA website. The application deadline is July 1, 2018. All LA presidents have been emailed informing them of the deadline and the location of the application on the website. We have already received 1 grant application.

Regarding survey, Gilya tried several times and only a few responded. The info was that she gathered was passed on.

Gilya has tried to keep up communication by sending updated calendar events and requesting that each LA send in their events for our LA webpage. Gilya will send the LA programs as they come in. Gilya thanked Elaine Friedlander for presiding at the LA forum in her absence.

Old Business –

Mary Lynne wanted to know if we should increase our State dues since our bylaws state that we should review our state dues each November. Some states implement incremental increases. The treasurer recommended that we not increase. We do not need the funds and PA's dues are already the 3rd or 4th highest in the US.

There will be a financial audit committee to review the PMTA books this summer.

Mary Lynne asked that everyone look over the responsibilities for their chairmanship. Terri Smith mentioned the DSPF Concerto festival, and said that she would send a revised version.

Job description handbook suggestions. –

-- Add a conference advertising chairperson. Justin Badgerow has been doing this position for several years. It is necessary to add the job so that there will be a specific to do list for this position.

--Add conference registrar. Jackie Herbein will create the job description for this.

-- Add proof reading the conference ads to the Treasurer's duties.

--Add ordering the plaques for Distinguished Service and Teacher of the Year Awards to Job Description for Immediate Past President

Mary Lynne clarified that we have been deleting unnecessary things from the conference list as they are no longer applicable. Please let her know if there is anything else that was missed but needs to be removed.

Vendors should be removed from the conference list. A vendor was defined as a person that pays to have space to sell their wares. This is different from a sponsor that sells wares. It was mentioned that there are no longer many music stores with a physical presence. It is fine to have presenters sell their goods. It was recalled that the last time there was a conference at IUP the vendors complained that they did not have a lot of sales because they were not placed in a high traffic place.

MOTION – Jackie Herbein made a motion that we do not have vendors at the state conferences. Seconded by Henry Wong Doe. It passed unanimously.

Henry mentioned that it is very difficult to get student helpers during the summertime. It was suggested that we could ask local PMTA members or general board membership for help. This can be delegated before the conference. Secretarial or office help will not be requested.

There was discussion as to whether PMTA should require award recipients to register for the conference on the day of the luncheon. Comments were made that this might be a challenging requirement since the awards are made anonymously and the recipients might not know that they were selected to receive an award until late April or May.

There were suggestions that the guidelines for these awards state that PMTA recommends the awardees attend the conference. It was also suggested that supporting PMTA conferences and events be a part of the consideration when selecting an award recipient. Deborah Rodgers mentioned that depending on who and how many persons are nominated, this could be a challenging stipulation. There was general consensus that it is discouraging that the state conferences and events seem to be unsupported.

Mary Lynne said that the newly established rebates for attendance at conference was somewhat successful for the first year; 6 of 16 rebates were awarded. Hopefully, as we continue to offer it, more LA will participate. It was suggested to advertise the rebate in E blasts and

newsletters so that more people are aware of it. There should clarification that the rebate be used to attend the LA forum. In the case that a board member attends the association, the LA can be reimbursed in place of the representative.

Mary Lynne directed the board's attention to the PMTA mission statement located on the last page of the Policies and Procedures Handbook. And inquired if this should be used more prominently on the PMTA website and publications. Comment was made that placement at the end of an E blast was preferred, due to the length of the passage.

Mary Lynne will try to get the new Job Description Handbook online by July.

Website Update Procedure - Only certain board position can send material to the OCE – President, Competitions Chair, Dorothy Sutton Chair, Membership Chair & the Conference Chair. Any updates for the website should be sent to the president.

New Business -

Penn State University will be the location for the 2019 competitions weekend on Nov. 23 - 24, 2019. This is the weekend before Thanksgiving

Conference - The survey results indicated that June is the best time for a conference. Some suggested that later in June is best. Mary Lynne suggested that we could alternate between the 2nd and 3rd weekend of June. The survey also indicated that a 2 day conference is preferred. Mary Lynne mentioned that attendance drops on Sunday and suggested shortening to a 2-day conference; either Friday-Saturday or Saturday-Sunday.

2021 will be the next resort conference. Everyone liked Seven Springs. It is further west. The attendance was 80. It was brought up that moving the piano to the resort was expensive. This should be booked 3 years in advance to receive a discount.

Discussions ensued about the placement of recitals if we move to a 2-day conference.

Mary Lynne proposed that there be a one day or half day workshop held the same day during the November DSPF showcase recitals. It would be held in one classroom. The conference committee would organize a big name clinician to draw in participants. She thought it would appeal especially to teachers that only have one student in the recitals. Members could register for a fee. The PMTA online Registration system can be used to sign up. She doesn't want this to take a lot of planning.

Terri mentioned that this could be a scheduling nightmare for teachers involved in the Showcase recitals. Jackie suggested that the workshop be offered twice in the day. Deborah

asked it could be something that incorporated the DSPF students. Jackie said that it was tried in the past with a piano technician as the presenter and only a handful participated. Lois Svard suggested that it be tried with other presenters such as performance anxiety, mindfulness and then there might be more interest. It was mentioned that the workshop would be free for the students.

Mary Lynne said that she envisioned this workshop for members only. It would be like a mini-conference and draw more teachers to the Dorothy Sutton to enter students because they would have another reason to come.

It was suggested that we pooled our membership at this year's competition weekend at Temple U. to see if there was interest. It was mentioned if we decided to proceed that it be tried more than once. A one day event might get a better commitment.

There was discussion about having the 2020 conference at Penn State University and mention that we should make contact soon.

Seven Springs - There is a discount if we book 3 years in advance. Mary Lynne inquired if we should book this for 2021. There was a suggestion to check into the Hershey Lodge. We will compare prices. Lois brought up that we should consider what to do with commissioned composer when we have a resort conference.

Jackie said that since we are out of time we can discuss allocation for investment funds at next meeting.

Meeting was adjourned at 3:37 PM

Respectfully submitted by Immediate Past President, Deborah Rodgers,