

## **PMTA BOARD MEETING MINUTES**

June 8, 2014

Gettysburg, PA 17325

7:30 am

**Members present:** Ed Kuhn, Jacqueline Herbein, Deborah Rodgers, Patricia Powell, Mary Lynne Bennett, Elaine Friedlander, Lois Svard, Nanette Solomon, Gilya Hodos, Teri Smith, Steven Smith, Jocelyn Swigger

**Meeting was called to order** by President Steven Smith.

**Approval of minutes:** The following corrections were made: Lancaster PA, was the location of the November 9 meeting; the word "conference" was changed to "weekend" for the DSPF festival; cross out the Arts and Advocacy awareness. *Motion to approve as amended by Nanette Solomon, seconded by Deborah Rodgers, unanimously approved.*

**Conference report:** Elaine Friedlander and Mary Lynne Bennett reported that the conference ran smoothly, and said that having single sessions for the conference worked very well; people enjoyed that it was just one thing at a time. Jackie Herbein reported that accounting numbers were in progress. Suggestions for next year's conference included:

- \*the option of shorter sessions, especially after lunch. Jackie and Mary Lynne will check the policies and procedures in the handbook about session length, revising if necessary.
- \*the conference submission form will go online, with options for clinicians to check a 25 or 50 minute slot
- \*Susan Kuntz suggested in her printed IMTF report that independent music teachers can put up poster boards with interesting pedagogical or business questions, and people can write ideas and solutions on post-it notes.
- \*simultaneous forums: collegiate and local associations.
- \*encouraging more collegiate faculty to enter their students in student recital (see under "membership")

### **President's report:**

**MTNA certification:** *Motion: We submit the certification to MTNA that we have removed all offending clauses from our bylaws and practices, and that we will refer all ethical concerns directly to MTNA. Moved by Jackie Herbein, seconded by Patricia Powell, and unanimously approved by the board.* President Steven Smith signed the certification. See attached document for certification text.

**Keystone Competition:** The Keystone Chamber Music Competition will be held Saturday, March 7, 2015, at Penn State University in State College. Gloriana Sewell will chair with the assistance of Nanette Solomon. The PMTA subsidy will not exceed \$1000. At least three teachers must be registered or the event will be canceled. Teachers who are non-members of PMTA may register a student for the competition, for an additional fee of \$50 per student. Warren Magid and Gloriana Sewell will create an online registration form that includes the information about the non-member fee. PMTA will advertise the event via e-mail blasts, and it will be mentioned in summer and fall newsletters.

**Constant Contact list:** Jackie Herbein reported that we have an updated Constant Contact list, and that she is working with the PMTA website designer to see if it is possible to make the list simple and direct

from MTNA membership, rather than requiring manual entry. Gilya Hodos noted that it is important to give members the possibility of opting out from their information going public. If simplifying the list entry does turn out to be possible, President Steven Smith will send an e-mail to the membership notifying people that they can opt out from having their information be online.

**Dorothy Sutton Festival and MTNA/PMTA competitions** will be at Penn State Nov. 22-23 2014.

**MTNA national conference in Chicago:** President Steven Smith reported that he attended, representing PMTA. In the future, when PMTA members present at the national conference, PMTA will send out an email blast to membership, promoting those sessions.

**Procedure for termination:** It was unanimously agreed that, because the board agrees that PMTA will refer all ethical concerns to MTNA, no action is needed to eliminate the procedure for termination.

**Treasurer's report:** Jackie Herbein noted that ad revenue is down, and there was some discussion about reminding all the usual colleges to advertise in next year's conference booklet. PMTA will reimburse conference planners Mary Lynne Bennett and Elaine Friedlander for their hotel costs, and conference vendor liaison Justin Badgerow for mileage. See attached report.

#### **Commissioned composer/Arts Advocacy:**

**Commissioned Composer:** Lois Svard pointed out that the MTNA contract (which PMTA is required to use) makes the composer financially responsible for the performers both at the state and national level, and makes the composer responsible for securing performers. That has been a big issue at composer forums at nationals, and has caused many composers to turn down the commission. In PA, the hosting venue usually takes care of securing the performers. MTNA has raised the national award from \$3000 to \$5000.

*Motion: PMTA will contribute to the commissioned composer award up to \$1000 for state performance of commission. If the composition wins the national award, the state will cover travel and lodging expense of performers for national performance of up to \$5000. Moved by Lois Svard, seconded by Gilya Hodos, unanimously approved.*

It was unanimously agreed to make the approved motion retroactive for the current conference, thus contributing \$250 each to the four performers of the commissioned piece just performed on June 6 (Jocelyn Swigger, piano; Daniel Levitov, cello; Aaron Scott, clarinet; and Sarah Howes, soprano).

There was discussion of the parameters for commissioned composers. Composers should be professionally established, but may be current students (for example, in a doctoral program). The current language about Pennsylvania affiliation is: "Preference will be given to composers who reside or are principally employed in Pennsylvania."

**Arts advocacy:** Nothing new to report.

**Sutton Festival and Concerto Festival:** Nanette Solomon reported that there were 17 entries in the 2013 concerto festival. Gilya Hodos pointed out that new submissions don't come in till July. Teri Smith reminded the group that the last festival was 888 students statewide.

**Membership:** Deborah Rodgers reported that PMTA currently has 597 members, an increase of 1.36% from June 2013. There is a new local chapter in Indiana, Pennsylvania. Piano continues to be the primary teaching area, with 477 members. As of 2014, PMTA has no members listing French Horn or Music Theory as the primary teaching area. PMTA follows MTNA categories of membership, where dues are slightly higher this year. See attached report.

There was some discussion about making membership affordable for collegiate members, and that the 2012 offer of free national membership to collegiate members is very difficult to track. Mary Lynne Bennett pointed out that in West VA, collegiate members pay only national, not local, fees.

PMTA will send wording to local association presidents, reminding them about the free state and local membership, one time only, for first-time members in the first 5 post-grad years (approved in 2012). Post-grads should e-mail Deborah Rodgers.

*Motion to change the fee for collegiate members for the state from ten to zero from Patricia Powell, seconded by Ed Kuhn and unanimously approved by the board.*

*Motion to strike the 2012 offer of free national membership for collegiate members from Mary Lynne Bennett, seconded by Teri Smith. Unanimously approved.*

**Collegiate faculty:** Patricia Powell reported that the recital at state conference is a very positive thing. In the future, it will be important to communicate that students who play in that recital should be members, and their teachers should be members. Patricia Powell will communicate with Steven Smith and Tim Shafer, the college chapter liaison, about encouraging colleagues to put their students in the recital, and reminding them of membership requirements and the national MTNA money available to support coming to conferences.

**New business:** Jackie Herbein reported that Amanda Gunderson, who is on a tenure track at Lycoming College, has agreed to mentor into the competitions position with Jackie Herbein this year, and will hopefully take over the position next year.

**Motion to adjourn:** *moved by Teri Smith, seconded by Nanette Solomon, unanimously approved by the board.*

Respectfully submitted, secretary Jocelyn Swigger

See below for attachments

**Treasurer's Report**  
**6/8/14**

Balance 5/31/14 – Business Green Checking	\$68,614.26
Balance 10/31/13 – Business Green Checking	\$64,374.06
Balance 5/31/14 – Business Partners Money Market	\$58,074.72
Balance 10/31/13 – Business Partners Money Market	\$58,057.83
Balance in PayPal Account 5/31/14	\$7,667.88
Total assets	\$134,356.86

**2014 Conference Accounting–Preliminary**

Income

Registrations \$9065  
(before PayPal service fees)  
Advertising \$900

Total Income \$9965

Expenses

PayPal Fees \$227.12  
Guest Artist \$2000  
Guest Artist Travel \$613  
Clinician \$600  
Hotel \$904.50  
Breth/Mack/Krantz  
Conference Book \$300.50  
Luncheons \$1950 Estimate  
Gettysburg Facility \$1260  
Sat. Reception \$104.82  
Student Help \$130  
Supplies \$421.45  
(copies/programs/raffle/water)  
Faculty Recital \$1000  
Composer meal

Total Expenses \$9680.39 E

Submitted by Jacqueline Herbein, treasurer

PMTA Proposed Budget 2013-2014 EXCLUDING DSPF

INCOME	Projected	Year to date	Comments
Advertising/Sponsor	\$600	\$1000	
Comm. Composer	\$750	\$750	From MTNA
Conference	\$8,500	\$9295	
Dues	\$20,500	\$8943	
Keystone Comp	\$700	\$560	
MTNA Competitions	\$2215	\$2215	
TOTAL	\$33,265		

EXPENSES	Projected	Year to date	Comments
Admin. Ass't	\$500	\$	
Awards	\$150	\$100	Additional Student Chapter plaque?
Board expense	\$7,750	\$4972	Travel, hotel, food, conf.
Comm. Composer	\$1,500	\$1500+hotel	
COMPETITIONS:			
Keystone Composition	\$1000	\$1914	
PMTA/MTNA Composition	\$640	\$641	
PMTA/MTNA Performance	\$2800	\$3429	Incl. \$300 to 3 division winners
Conference	\$11,000	\$6491	
Donations	\$350	\$79	Incl. state pride/raffle
Grants - LA and Student Chapter	\$1000	\$701	
Insurance	\$2000	\$2275	
Legal	\$	\$	Incorporation +
Newsletter	\$750	\$835	Layout, Printing and postage
Officer Expenses	\$175	\$75	
PayPal Fees	\$150	\$262	
Supplies	\$500	\$285	Incl. Constant Contact fee
Website	\$3000	\$1840	
	\$33,265		

Submitted by Jacqueline Herbein, treasurer

## **PMTA Board Meeting**

**June 8, 2014**

### **Membership Year 2013-2014**

**2013-14 as of April 2014** - 597 members (increase of 1.36%)

**June 2013** – 590 members (decrease of 1.99)

**June 2012** – 602 members (decrease of 6.64%)

#### **Membership Category**

Active	444
Honorary	1 (retired status for national portion of dues)
Senior (Active)	97
Retired	31
Retired	1
Collegiate	23
6 month members	18

#### **Chapter Members**

	<u>2012 – 2013</u>	<u>2013 – 2014</u>
Main Line Local	92	96
Philadelphia Local	70	71
Capital Area Local	52	56
Northeast Local(Wilkes-Barre)	46	48
Northern Delaware Valley Local	49	44
Reading Local	44	44
Lehigh Valley Local	43	45
Lancaster Local	39	42
Greater Pittsburgh Chapter	40	38
Central Pennsylvania Local	26	33
Westmoreland Chapter	16	14
Millenium MTA	12	13
York Local	8	10
Erie Local	8	8
Willamsport Local	8	8

Indiana Local	9
No Local Affiliation	64
Out of State	9 (Del.-2), NJ (6) , Ohio (1)

**Primary Teaching Areas**

Accordion	1
Band	1
Cello	3
Choral	1
Clarinet	2
Composition	3
Elem. Music	1
Flute	10
General Music	3
Guitar	2
Harp	2
Keyboard	1
Music Education	11
Music Merchant	1
Musikgarten	2
No Teaching Area	10
Orchestra	1
Organ	4
Piano	477
Piano-Pedagogy	3
Saxophone	3
Suzuki Piano	3
Unknown	2
Violin	13
Voice	37
Woodwinds	1
Lost French Horn and Theory this year	

**ARTICLE III - MEMBERSHIP**

**Section 1. MEMBERSHIP CLASSIFICATIONS**

The following membership classes are open to those who meet the respective qualifications and pay the annual dues provided for the respective classification pursuant to Section 5 hereof. Each individual who accepts membership in MTNA/PMTA agrees to the Bylaws of the organizations. While not a condition of membership, PMTA encourages its members to strive to make the MTNA Code of Ethics an essential part of his or her professional commitment to students, to colleagues and to society.

1. Active Membership shall be open to all professional musicians actively engaged in any field of music. Those persons holding Active Membership shall be entitled to participate in all activities and programs of the Association upon payment of the registration fee, if any, vote, hold office, and receive the official Association publications. Members who reach the age of 70 and are still teaching will receive a 25% discount of state dues.
2. Collegiate Membership shall be open to all full-time (as defined by the student's educational institution) college students currently involved in regular music study. Collegiate student members shall be entitled to participate in all PMTA sponsored activities and programs of the Association upon payment of the registration fee, if any, and shall have the right to vote, hold office, and receive the official Association publications.
3. Retired Membership is open to those who have been Active members for at least twenty (20) continuous years, who have reached the age of sixty-five (65), and who have essentially retired from teaching. A member must send written notice to the President in order for this class of membership to be activated. Retired members are entitled to attend all activities and programs of the Association upon payment of the registration fee, if any, vote, and to receive the official Association publications, but they may not hold elective office or enter students in MTNA or PMTA competitions or events. Retired members shall be entitled to a discount of the annual membership dues.
4. Honorary Life Membership may be conferred by the PMTA Board of Directors upon individuals who have given distinguished service to PMTA or to the art of music. Honorary Life members qualifying for Active Membership shall have the rights and privileges of such membership, but shall be exempt from paying PMTA dues.
5. Institutional Membership shall be open to those institutions that have an interest in furthering the mission of PMTA. Institutional members shall receive the official Association publications, but shall not have the right to vote, hold office, or enter students in MTNA or PMTA competitions or events.
6. Corporate/Business shall be open to those businesses or corporations who have an interest in furthering the mission of PMTA. Corporate/Business members shall receive the official Association publications, but shall not have the right to vote or hold office, or enter students in MTNA or PMTA competitions or events.
7. Patron Membership shall be open to all individuals who wish to support the programs of the Association. Patron members shall be entitled to attend all activities and programs of the Association upon payment of the registration fee, if any, and to receive the official Association publications, but shall not have the right to vote, hold office, or enter students in MTNA and PMTA competitions and events.



#### **Section 2. TERMINATION OF MEMBERSHIP**

A person's membership may be revoked for cause other than nonpayment of dues. The procedure for termination shall be the guidelines as outlined in the current edition of Roberts Rules of Order.

#### **Section 3. RESIGNATIONS**

A member in good standing may resign from the Association by submitting a letter of resignation to the President who will remove that member from the membership roster. No dues refund will be given.

#### **Section 4. REINSTATEMENT**

A member who has resigned in good standing or who allows annual dues to lapse may reactivate his or her membership by requesting such action and paying the current dues. If continuous membership is desired, the member must pay all dues accruing from the time of non-renewal through the current year.

#### **Section 5. ANNUAL DUES**

1. Annual dues for all categories of membership shall be determined by the Board of Directors. The Board of Directors shall annually review and establish the dues amount at its fall business meeting and shall publish the dues information in the next issue of the official publication.
2. Dues are delinquent if not paid in full within sixty (60) days beyond the stated renewal date of June 30th, after which time members are automatically declared to be "not in good standing" and are not entitled to any of the privileges of membership until dues are paid for the current membership year.

#### **Section 6. MEMBERSHIP YEAR**

The Board will determine the membership year for all membership categories.

### **ARTICLE IV – AFFILIATED LOCAL ASSOCIATIONS AND COLLEGIATE STUDENT CHAPTERS**

Membership in PMTA is through the national organization, MTNA. Members are required to join at the national and state levels. Local is optional. Following are the current dues:

#### **National Membership**

(For current MTNA membership categories and rates, [click here](#)).

- **MTNA Active:** Active Membership is open to all individuals who are professionally engaged in any field of music activity and who are also members of an affiliated (state) association. Within the Active Membership category is the **Senior discount policy**. Effective 2001-2002 a

discount of 25% on national dues was granted to active members 70 years of age and older. One does not have to be a member for 5 consecutive years to obtain the senior discount rate.

- **MTNA Retired:** MTNA Retired Membership is available to those that have been active for the past continuous 20 years, and have reached the **age of 65** and who have retired from teaching. Retired members may vote but may not hold office or enter students in MTNA competitions. They must also belong to a state affiliated association.
- **MTNA Collegiate:** Note, upon graduation from college an MTNA student member may receive a 50% discount on MTNA dues when changing their collegiate membership from student to active. Each student must write or call MTNA to apply for this discount.
- **MTNA Patron:** Patron membership is open to all individuals who wish to support the programs of the association. They may not vote, hold office or enter students in MTNA competitions.
- **MTNA Corporate:** Corporate membership is open to businesses or corporations who have an interest in furthering the mission of MTNA and offers benefits and recognition. Corporate members shall not have the right to vote or hold office.
- **MTNA Institutional:** Institutional membership is open to academic establishments and offers benefits and affiliation to MTNA
- **MTNA International:** International membership is open to nationals of other countries and US citizens residing in countries outside the US and its territories. They do not have the right to vote, hold office or enter students in MTNA competitions.

### **State Membership**

- **Active:** \$45.
- **Active Senior:** \$33.75 (25% discount), teachers who are at least 70 years of age and are still teaching.
- **Retired:** \$22.50 (50% discount), age 65 or older, not teaching, but with 20 continuous years of teaching membership. Retired members may vote, but may not hold office or enter students in PMTA/MTNA competitions.
- **Collegiate:** \$10, open to all college music students and college chapter members.

Those holding a National MTNA Institutional, Corporate or Patron membership and wishing to support PMTA initiatives, please contact the current PMTA president.

### **Local Association Membership**

Local Association annual dues are determined by each individual chapter. Contact the [local chapter](#) president for specific information.