

Minutes* - Ohio Choral Directors Association

Fall Board Meeting

September 12, 2015

Roush Hall- Board Room

Otterbein College

10:00 a.m.

**Minutes respectfully submitted by Brandon Moss, Secretary*

Present: Jennifer Call, Tim Carpenter, Tracy Carpenter, Daniel Cox, Jeremy David, Chris Dent, Emily Garlock, Amy Gelsone, Dara Gillis, Libby Hainrihar, Zeb Highben, Ann Johnson, John McClain, Dan Monek, Brandon Moss, Doug O'Neal, Rich Schnipke, Tyler Skidmore, Kristen Snyder, Sandra Stegman, Keith Tankersley, Kent Vandock, Loren Veigel, Eric West

Absent: Tim Cloeter, Grant Cook, Jason Falkofsky, Alex Gartner, Lynda Hasseler, Chris Ilg, Bob Jones, Jeremy Jones, Kristina MacMullen, Kelly Ann Nelson, Jerry Parsons, Jon Peterson, Suzanne Walters

(RED denotes action item)

I. Preliminary Reports

- Call to Order (Loren Veigel)
- Minutes (Brandon Moss/Rich Schnipke)
 - **Motion:** to approve Summer minutes as presented
 - Made by: Kent Vandock
 - Seconded by: Tracy Carpenter
 - **Action taken:** Motion passed
- Treasurer's Report (Kent Vandock)
 - Submitted electronically and presented during meeting
 - Highlights, attached in *Appendix A*
 - **Deferred 2016 budget and approval to New Business**
- Newsletter Report (Tim Cloeter)
 - (*In absentia*) Waiting for a few more articles to complete Fall Newsletter
- Information Technology Coordinator Report (Eric West)
 - Website
 - "What's OCDA Doing Now" feature added on homepage, per request from national to all state chapters and affiliates
 - Interest Areas section—Community Choir page updated to advertise concerts throughout state
 - Advertisers/Exhibitors section change—can now buy ads or register as exhibitors on the website through PayPal
 - Utilizing Facebook and Twitter more to draw people's attention to OCDA activities
- Membership Committee (Doug O'Neal)
 - Submitted electronically and presented during meeting, attached in *Appendix B*
 - **We (All Board members, especially Region Chairs) need to help ensure the retention of those who join as part of the Sing Up Campaign**
 - **Motion:** to vote to opt in to Student Initiative (cost involved)
 - Made by: Dara Gillis
 - Seconded by: Daniel Cox
 - **Action taken:** Motion passed

- Encourage college students/directors to take advantage of this
- Repertoire & Standards Area Updates
 - High School (Kristen Snyder)
 - No report
 - Middle School (Libby Hainrihar)
 - Idea sparked at MS Roundtable Lunch at Summer Conference for veteran teachers to share their MS repertoire lists
 - Potential to share digital lists via Google Docs on website via a dedicated R&S page
 - If Board members have “tried and true” MS rep lists, e-mail to Chair Hainrihar and she will help compile a list to share
 - Multi-Cultural (Lynda Hasseler)
 - No report
 - College/University (Grant Cook/Dan Monek)
 - Dan Monek is now serving as an R&S Chair for Central Division; Grant Cook will assume this position on OCDA Board
 - Collegiate Consortium commissioning project
 - Sparked from discussion at Roundtable Lunch at Summer Conference
 - 24 directors from 22 colleges signed on to pool resources under OCDA umbrella and commission 2 composers (one non-Ohio and one Ohio) to write 2 different works
 - Each school will pay \$300 and have the opportunity to premiere both works in 2016-17
 - **Motion: to collect money from participating institutions and pay for the commission at no additional cost to OCDA**
 - Made by: Loren Veigel
 - Seconded by: Rich Schnipke
 - Discussion: Treasurer Vandock suggested that, unless the money collected was exactly what was paid (or more), this would be a philosophical shift to our budget. It was expressed by Board members that this should be called a “fee” paid by the institutions, without requiring an itemized list of how the money was spent, thereby allowing OCDA to retain any monies collected above the cost of the commissions. Treasurer Vandock also advised that we would need to follow tax procedures.
 - **Action taken: Motion Passed**
 - Elementary Interest (Jeremy David)
 - Working with Suzanne Walters to get his name on publishers’ lists
 - Music/Worship (Alex Gartner)
 - No report
 - Vocal Jazz (Chris Ilg)
 - No report
 - Show Choir (Emily Garlock)
 - No report
 - Women’s Chorus (Kristina MacMullen)
 - No report
 - Men’s Chorus (Jason Falkofsky)
 - No report
 - Community (Tim and Tracy Carpenter)

- Exploring the option of their community choir partnering with a community college and looking for similar models throughout the state
- Summer Reading Session Recap (Loren Veigel)
 - Huge financial benefit of shift to J.W. Pepper
 - R&S Chairs should not feel bound to picking only music that Pepper can provide us, as there is room in the budget to purchase additional music
 - Musical Resources also provided us with clinician music and bags for free
 - Looking at session timing issues for the future, possibility of realigning interest areas
- OMEA Reading Sessions (Rich Schnipke)
 - Reviewed R&S submission procedures
 - R&S Chairs submit titles by Oct 31
 - President-Elect Schnipke sending specific instructions and a time schedule for OMEA and OCDA
 - President-Elect Schnipke going to Divisional Conference Planning Committee in Chicago next month—any suggestions for that conference, let him or President Veigel know
- Chair Reports
 - Mentorship (Bob Jones)
 - (*In absentia*) Has a mentee lined up and is working on more for this year
 - Historian (Amy Gelsone)
 - Took over 100 pics at Summer Conference, working to share them on the website and Facebook
 - Youth/Student (Jeremy Jones)
 - (*In absentia*) International Conductor Exchange Program Ohio response to Central Division—See *Appendix C*
 - Requested by Division to help financially with hosting responsibilities, as most money is in state chapters
 - Request that we sponsor annually (min. \$250, max. \$500), contingent upon equal representation by other states in division, to be paid directly to the Central Div.
 - **Motion:** to approve request from Central Division
 - Made by: Jeremy Jones (in absentia)
 - Seconded by: Rich Schnipke
 - **Action taken:** Motion Passed
 - Zeb Highben accepted to ICEP in 2016 in South Korea
 - Retired (Jerry Parsons)
 - No report
 - Exhibits (Keith Tankersley)
 - 6 Exhibitors at Summer Conference, looking for 1-2 more for next year
 - 7 or 8 advertisers in Fall Newsletter, looking to target colleges/universities for more
 - Past President's Council Report (Dara Gillis)
 - Distinguished Service Award
 - Nominations are due by Dec. 31
 - Gillis sending out e-mail with detailed info about the nomination process, possibility of including past nominees

II. Old Business

- Children's Honors Chorus (Jennifer Call)

- Update of Children’s Honor Chorus and committee
- 2015 CHC numbers were down (120 from budgeted 150)
 - Likely due to the all-online registration this year, lots of e-mails were returned or overlooked
 - Gathering chaperones was difficult using the online registration
- Created budget to help fix some of these issues, proposed to be added into overall budget
 - Use of Otterbein theatre space now makes it difficult to have more than 120 students, so Committee is working to budget for and manage 120
 - Chaperone fee a concern
 - Add \$25 on to each student’s registration cost to pay for a chaperone for every 4 students
- Looking for more committee members (has shrunk by 2)—if Board members know of anyone who would be good for this, forward name to Chair Call
- High School Honor Choirs (Ann Johnson and John McClain)
 - Necessity for venue change, looking for best location
 - Need to have contracts for conductors, accompanists
 - Looking into how many students accepted, currently planning for 100 per choir
 - Added some advertising into budget
 - Working to improve deadlines for registration and getting music sent out
- Elementary Choir Festivals (Loren Veigel for Suzanne Walters)
 - (*In absentia*) Seeking financial sponsorship and collaboration from OMEA districts to grow this endeavor—see *Appendix D*
 - Currently 2 events planned, pending support from OMEA
 - EC at Mt Union (March 5), NW at Bowling Green (March 19), sharing a commissioned piece
 - Response from OMEA districts is slow
 - Proposal that we again sponsor up to \$500 for EC Elem Choir Festival and also sponsor up to \$500 for the NW Elem Choir Fest
 - **Motion:** to sponsor both festivals at \$500 each
 - Made by: Dara Gillis
 - Seconded by: Kent Vandock
 - Discussion: We do not know how much OMEA is kicking in, eventually if all five regions do this it could take up our entire current sponsorship budget; President Veigel re-read report to say that OMEA would be asked to pay the “remainder” of the costs for each festival above the \$500 OCDA sponsorship
 - **Action taken:** Motion passed
- 2015 Summer Conference Recap (Chris Dent)
 - 155 Total Registration
 - 113 active, 19 retired, 21 student/FYT, 2 spouses
 - 21 new or renewing
 - 33 were first-time members
 - 13% decline in attendance
 - Seeking reasons for decline
 - Work with Region Chairs, Student Chapter Rep to promote conference registration
 - Evaluations tended to be positive
 - Send President-Elect Schnipke any suggestions for 2018-19 clinicians

III. New Business

- Stace Stegman Award (Loren Veigel)
 - Highest award in Central Division to recognize outstanding conductors, contributors to field
 - Currently seeking nominations for award
- OCDA Authorized Signatures (Kent Vandock)
 - Proposal to remove Bill Zurkey from checking account, add Rich Schnipke, Loren Veigel
 - **Motion:** to remove Zurkey from and add Schnipke and Veigel to checking account
 - Made by: Jennifer Call
 - Seconded by: Amy Gelsone
 - **Action taken:** Motion passed
- Student Chapter Scholarships – Summer Conference (Loren Veigel)
 - Gave for one year and have not pursued since
 - Chair Dent look into this for next meeting as to how this was done in the past
 - **Table for this meeting, board will discuss in Winter**
- Keep Singing Initiative (Loren Veigel for Bryan Nichols)
 - Nichols (Univ. of Akron) asking for an endorsement in newsletter and letter to members seeking participation—see *Appendix E*
 - keepsinging.info—Website allowing colleges to seek out incoming freshmen singers
 - HS singers fill out a form online, with information going only to colleges of their interest
 - Coordinator West will put on website, social media
 - **Motion:** to endorse Keep Singing Initiative
 - Made by: Rich Schnipke
 - Seconded by: Eric West
 - **Action taken:** Motion passed
- 2016 Summer Conference (Loren Veigel)
 - Clinician update – Rod Eichenberger, Andrea Ramsey, possible “private screening” Robert Shaw “Man of Many Voices”, ONU Choir Ben Ayling, plenty of Ohio clinicians on deck - June 20-22
 - Panel from seasoned teachers with questions from younger teachers
- Elections (Dara Gillis)
 - Electing NW and EC Region Chairs this spring
 - E-mail nominations to Vice-President Gillis
 - May be asking some Board members to serve on nominating committee
- Proposed Budget, **deferred from Treasurer’s Report**
 - Submitted electronically, presented at meeting
 - Showed that Elem Choral Fest would be eliminated from the Budget if taken over financially by OMEA and would only be included as a line item on the sponsorship budget
 - Proposal to fold CHC budget into overall, regarding the breakdown
 - Broke down each item in the Proposed Budget
 - Treasurer Vandock proposal to amend the budget to be \$3000 for sponsorships instead of \$2000 because of the increased number of events OCDA Board has approved sponsorship for at this meeting
 - Proposed budget is overall conservative so there is room for this
 - Explained the philosophical stance of the Board Budget that the money events “make” stays in the general fund of the budget for other opportunities—in order to sustain the amount of sponsorships we provide, our events need to keep making money

- **Motion** **to pass Treasurer’s Report and Budget (to include the amended Sponsorships line and to fold CHC breakdown into the overall budget)**
- Made by: Rich Schnipke
- Seconded by: Doug O’Neal
- **Action taken: Motion passed**

- Other New Business
 - Visit from Tim Sharp at January Board Meeting via Skype
 - **Let President Veigel know if you have questions about national office/national issues**
 - **Coordinator West working on getting technology set up for this**
 - Changing Voice Institute flyer passed around by Chair Call

IV. Adjournment

Motion: to adjourn
 Made by: Eric West
 Seconded by: Amy Gelsone

OCDA Board Meetings:

- Saturday, January 9, 2016 at 10 a.m. in Roush Hall, Board Room, Otterbein University
- Monday June 20, 2016 at 10 a.m. in Roush Hall, Board Room, Otterbein University

Other Important Events:

- OMEA Conference – January 28-30, 2016 in Cincinnati
- ACDA Central Division Conference – Feb 24-27, 2016 in Chicago, Illinois
- OCDA Summer Conference June 20-22 Otterbein University

Fall 2015 OCDA Treasurer’s Report

- Checking Register
- Savings Register
- 7 Day CD Register
- 2015 Summer Conference Report
 - 2015 Summer Conference currently made \$5,275.53 compared to losing \$24.60 in 2014
 - Income was impacted by:
 - Grad Credit Fees not yet received
 - Expenses were impacted by several factors
 - Clinician expenses were down
 - Having a Coordinator who lives in the area was a cost savings
 - Reading Session Music costs were nearly zero
 - Income and Expense items reflect stability from last year and suggest we are running a conference consistently from year-to-year
 - Expenses fell more than income did
 - Fee for conference was left the same
- 2015 CHC Report
 - 2015 CHC made \$1,555.12 compared to making \$6,148.11 in 2014
 - Income was impacted by less ticket sales and registrations (less students)
 - Expenses were up in clinician, miscellaneous, and satellite conductors
 - Income fell at twice the rate of expenses
 - Amount of scholarships given is the only unknown factor on this report
- 2015 HSHC
 - 2015 HSHC made \$3,857.01 compared to making \$1,500.00 in 2014.
 - Expenses items increased as expected with increased participation
 - The event did better due to the “economy of scale”
 - The participation level will drive the trajectory of this event in the future.
- YTD Income vs. Expense Comparison
 - In 2014, we received \$4,292.26 more than we spent and in 2014 YTD, we’ve received \$8,894.10 more than we spent.
 - Income fell:
 - Less CHC Participation
 - Missing Grad Credit Payment
 - Expenses fell considerably
 - Summary Items
 - We’re on track to have a positive net cash flow for 2015!
- 2014 Spending Pie Chart
 - Shows Top 10 spending categories
- Contingency Fund
 - \$1,085.80 to be deposited into the Contingency Fund (10% of profit from our events)
 - Summer Conference—\$527.55

- Children's Honors Choir—\$155.51
- High School Honors Choir--\$385.70
- Elementary Choir Festival--\$17.04
- Sponsorships for FY 2015 are 88% encumbered (\$1,750 of \$2,000 has been authorized)
 - \$1,000 for Elementary Choir Festival
 - \$750 for Changing Voice Institute
- Sponsorships for FY 2016 are unallocated
- W-9s and 1099 Misc
 - We are responsible for filing these as OCDA
 - Require additional tax preparation—local tax preparer will handle for us
- OCDA Five-Year Trends
- 2016 OCDA Budget

APPENDIX B—Membership Report, Doug O’Neal

OCDA Membership Report

September 12, 2015

Submitted by Doug O’Neal

As of Sept 4, 2015:

Members: 628

(16 person increase)

Active members on Aug 30, 2014 was 282.

Current active member is 331.

Up 45 active members.

Our retention rate is showing at 66%. Based on current increase in active memberships, I believe this is based on the amount of students who joined due to the membership drive and \$5 membership option.

New Sing Up Membership Drive:

Running 9/21-11/15

Three programs:

Colleague Referral Program

Asking colleagues to share the news of ACDA with others.

If someone makes the referral, both parties receive a thumb drive with music from ACDA National performances

Complimentary Memberships

States receive 10 memberships. Important that these be people who will continue in ACDA.

Student Membership Initiative

States pay \$15, National pays \$15, student pays \$5

Action Items:

1. It is recommended that we reach out to the new members a couple times during the complimentary membership year. I would propose the Region Chairs and Membership Chair make additional email contact following the welcome one from the President. I will email in January with information about putting your ACDA membership to work. The region chairs could email in April or May about local opportunities and welcoming them to the conference.

2. Propose that Ohio opts in the Student Membership Initiative.

Ask Eric:

Who has administrative of Facebook page? Should “Sing UP!” post from Doug O’Neal or from OCDA?

Membership at a glance:

Active 331

Associate 2

Exchange 1

Industry 4

Institution 2

Library 23

Life 72

non-Member 1

Paying Life 5

Retired 65 (up 7)

Student 123 (up from January)

APPENDIX C—ICEP

International Conductors Exchange Program (ICEP)

Request for OCDA Financial Support

Submitted by Jeremy D. Jones, ICEP Central Division Representative

OCDA Fall Board Meeting Saturday, September 12, 2015 Otterbein University

The collaborative engagement between the International Conductors Program (ICEP) and ACDA continues to provide countless educational and artistic experiences for many of our fellow colleagues, singers, and students across the membership of ACDA. In the past two years (2014, 2015), costs associated with hosting international conductors have been, on the majority, the responsibility of each division. We are very grateful to Harmony International for providing round-trip airfare to our international guest conductors via an agreement with ACDA. All other costs are the responsibility of each division. The costs absorbed by our division are significant, given the limited operating budget of the Central Division.

Costs include:

- Central Division Conference Registration (National covers for National Conferences)
- Central Division Conference Housing (National covers for National Conferences)
- Per Diem for Meals @ both CD and National Conferences
- All Domestic Transportation
- Translator Costs (including transportation and housing, when necessary)
- Conference Reception

It is expected that all hosts in the Central Division cover the costs of housing and meals when hosting an international guest conductor. This is not at the expense of the Central Division. Although it was often difficult, Brett Goad (past CD president) and I worked diligently to make sure all costs could be covered. At times, this necessitated us (and others) spending personal money to cover costs.

After consulting with Brett Goad, Gayle Walker, and Loren Veigel, I respectfully request that OCDA sponsor the ICEP initiative with an annual minimum contribution of \$250 up to a maximum of \$500, contingent on equal representation from our other divisional states: Illinois, Indiana, and Michigan.

Respectfully submitted,

Jeremy D. Jones

ICEP Central Division Representative

APPENDIX D—Elementary Choir Festival Report, Suzanne Walters

To: Loren Veigel, OCDA President
From: Suzanne Walters, OCDA Elementary Choir Festival Chair
Date: September 9, 2015
Re: Chair Report for Fall Board Meeting ***INCLUDES FUNDING PROPOSALS***

Good news! Activity has begun which is making an East Central Regional Festival begin to take shape! I have had email conversations with Stephen Domka, OMEA East Central Region Chair, and he is very enthusiastic about supporting this event.

He believes that between funding from the region and/or perhaps the three districts included in the East Central Region (Districts 8, 9, 10), OCDA's sponsorship, and the \$50 per choir participation fees, the funding should not be a problem.

This is fantastic news since this eliminates the necessity to seek out private sponsors to cover the costs of this event which exceed OCDA's annual sponsorship. As I explained in our conversation, I have exhausted my resources regarding private sponsors as these generous donors no longer have children in my program due to moving on to the middle school program or other activities, and I cannot expect parents who are not directly involved in the choir program to continue to donate indefinitely and so generously.

Assuming that the funding concern is taken care of at the regional level, details for the first ever OCDA-OMEA Collaborative Regional Elementary Choir Festival are as follows:

- **DATE:** Saturday, March 5, 2016
- **VENUE:** The University of Mount Union - we are moving these events to collegiate/university settings to avoid the usage fees/costs associated with using public school facilities; most collegiate venues will waive the usage fees if I have a personal/professional connection there (Dr. Grant Cook)
- **JOINT PIECE:** "If" by Mark Patterson - commissioned by OCDA in honor of the fifth annual Elementary Choir Festival and the first collaborative festival between OCDA and OMEA. Text is based upon Emily Dickinson's poem, "If I can keep one heart from breaking, I shall not live in vain. If I can ease one life the aching, or cool one pain; if I can help one fainting robin unto his nest again, I shall not live in vain." So appropriate and meaningful for young singers, and directors!
- **CLINICIANS:** yet to be determined
- **PARTICIPATING CHOIRS:** yet to be determined

I have not yet taken the step of confirming clinicians and extending invitations to participating choirs as I needed to confirm funding first. Several choirs who have participated in the past have reached out to me to express their continued interest in participating. We are aiming for six choirs.

I have spoken to Dr. Lisa Wong of The College of Wooster, who has children's chorus experience from her time at The University of Iowa, about serving as one of our clinicians. I will keep the board updated as more developments happen in this area.

PROPOSAL #1:

I would like to request that the board approve an amount up to and including \$500 for the execution of the 2016 East Central Regional Elementary Choir Festival. The remainder of the funding of this event will be provided by entities within OMEA.

Interest has been expressed in the Northeast Region as well, and the following preliminary details are in place as of now:

- **DATE:** Saturday, March 19, 2016
- **VENUE:** Bowling Green State University (Dr. Tim Cloeter)
- **JOINT PIECE:** "If" by Mark Patterson - commissioned by OCDA in honor of the fifth annual Elementary Choir Festival and the first collaborative festival between OCDA and OMEA
- **CLINICIANS:** yet to be determined
- **PARTICIPATING CHOIRS:** yet to be determined

Two elementary directors in the Northwest Region are very enthusiastic about participating and are extremely interested in seeing an event in their region. However, I have been unable to connect as of now with the Northwest Region Chair and cannot move forward with plans until I know I have funding secured. Additionally, it is very late at this point to announce a new initiative to teachers for this school year and expect them to obtain permission.

I believe the Northwest Regional Festival will need to be put on hold until 2017; however, in the event that things happen very quickly and approvals take place very soon, I would like to present the following proposal:

PROPOSAL #2:

I would like to request that the board approve an amount up to and including \$500 for the execution of the 2016 Northwest Regional Elementary Choir Festival. The remainder of the funding of this event will be provided by entities within OMEA.

Finally, I would like to formally thank the board for the funding of the commissioned piece this year. I have attached a copy. Mark Patterson is working on publication.

APPENDIX E—Keep Singing Initiative

Keep Singing Project Proposal to the OCDA Board

Submitted 9/1/15

Bryan E. Nichols, PhD

The University of Akron

Introduction

I am a member of the Keep Singing Leadership Team as the Ohio Liaison. We are asking OCDA to help spread the word about this project to the OCDA membership by way of an endorsement in the newsletter and an annual email to members soliciting participation in the project.

What is it?

The Keep Singing Project is designed to help graduating seniors connect with the choral programs at colleges and universities, and for college choir directors to know who the singers are among the incoming freshmen on campus. You are busy, so we made this easy: www.keepsinging.info

Why keep singing?

Tens of millions of adults sing in choirs! Choral singing is a powerful, fun, and rewarding activity for people at all stages of life. Every year, however, young people who sang in choirs throughout their youth miss out on choral singing for years after they graduate from high school. The Keep Singing Project mission is simple: to help graduating chorus seniors keep singing when they go to college. We accomplish this in two steps: 1) Invite high school chorus seniors to participate by completing an online form; and 2) provide their shared information to the choir director(s) at their chosen college or university who can then reach out to them about singing at the next level. Taking part in a choir is so often initiated by a simple invitation to join! This project began in 2014 as the “Keep Them Singing” initiative of the Michigan School Vocal Music Association (MSVMA). Students from all over the state expressed their desire to Keep Singing in college, and collegiate choral faculty enthusiastically welcomed the chance to reach out to interested freshmen they might otherwise not have known. Due to the great response, several other states are joining Michigan in 2015 to help young people continue to sing into adulthood.

Privacy

The information gathered by the Keep Singing Project will be shared ONLY with the choir director(s) at the chosen college or university of the graduating senior. Contact information will not be shared with any other party.