
MMEA BOARD OF DIRECTORS MEETING

September 12, 2020

Held via Zoom Conference

SESSION I

I. CALL TO ORDER

MMEA President Barry Zumwalde called the meeting to order at 9:00 am.

Board members not present: Willy Leafblad, Tony Jirschele, and Brandon Berger.

II. MINUTES

President Barry Zumwalde presented the minutes from the May 16, 2020 and May 23, 2020 board meeting for board approval.

It was moved by Dan Hampton, seconded by Natalia Romero Arbeláez, and carried unanimously to approve the minutes from the May 16, 2020 and May 23, 2020 Board of Directors meeting.

III. REVIEW AND ADOPTION OF AGENDA

President Barry Zumwalde presented the written agenda for review and adoption.

It was moved by Kristin Chase, seconded by Peter Guenther, and carried unanimously to adopt the agenda with flexibility.

IV. MMEA'S STATEMENT AND ACTIONS TO ADDRESS SYSTEM RACISM AND VIOLENCE

President Barry Zumwalde spoke about MMEA's statement and actions to address system racism and violence after the brutal police murder of George Floyd. The MMEA Executive Board received positive feedback from teachers. Board members expressed concern on how MMEA is going to stand behind our statement. MMEA is in search of somebody who would be willing to write an article or a video presentation. An email will be sent next week to board members asking for input.

V. FINANCIAL REPORT

Past President Dan Hampton presented the financial report. With the absence of an executive director MMEA has hired financial advisor Pat Corbett from RedPath and Company. Pat is reviewing monthly financial reports and working on cash flow projections.

MMEA closed its physical office in August. It was not financially feasible to break the contract with Comcast or break the postage and copy machine lease.

Hampton reviewed the 2020 Budget vs Actual Income by Type. MMEA received \$4316 from sponsors and \$17,380 registration income for the Back-To-School Clinic. The Back-To-School Clinic was a huge success. There were \$3,865 in program refunds mostly for festival cancellations due to COVID-19.

Hampton reviewed the 2020 Budget vs Actual by Expense Type. Accounting/Legal is

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under budget by \$11,870. The final audit billing and tax preparation invoice has not been received yet. Other Costs is over budget by \$1437 due to restating the Valic plan.

Hampton reviewed the balance sheet. Investment CD is \$81,523 and can only be tapped into by board action. Accounts receivables (money owed to MMEA) is \$1,045. Most of this is unpaid invoices from the Midwinter Clinic. Accounts Payables (money MMEA owes) is \$37,831. The majority is the American Express balance. On the advice of Propel Nonprofits we are paying a minimal amount on American Express trying to hold onto cash. PPP Loan is \$37,900. This has kept our cash flow going. We don't know if this is all going to be grant money, deferred payments, or if we are going to have to pay it back. Hopefully we will have more information by the January meeting. MMEA acts as MCUCM's fiscal sponsor. The balance is \$5,898. MMEA receives an administrative charge of 10% of all amounts paid on behalf of MCUCM from the restricted fund. Unrestricted Net Assets is \$71,216. It is nowhere near our goal of \$210,000 for reserves. Net income \$21,035. \$20,006 is from the Back-to-School Clinic.

Executive board will look into obtaining a company credit card to transfer the balance of the American Express and close the account.

Hampton presented an updated cash flow projection. With the cut in staff we are not expected to run out of cash this year. After reviewing the cash flow projection with the financial advisor it was recommended to wait until February to fill the executive director position.

It was moved by Tonya Barnes, seconded by Jeff Iverson, and carried unanimously to accept the financial report as presented

Advocacy Co-Chair Kristin Chase reported members of the Fundraising Task Force are Eric Anderson, Jennifer Mackey, Ben Bussey, Wendy Barden, Rodger Gomoll, and herself. The committee will meet in the next couple weeks. MMEA needs a strategic plan in order to write grants.

Past President Dan Hampton reported MMEA received a \$5,000 grant from Country Music Association for secondary general music in high poverty. The revenue was received in 2018 and can be used for the 2020-21 school year.

Past President Dan Hampton presented the 2019 Audit Report. There were no significant findings or concerns.

It was moved by Brianna McDonough, seconded by Maria Wilson, and carried unanimously to accept the 2019 audit financial report as presented.

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VI. ADVOCACY

Advocacy Co-Chair Kristin Chase reported 732 people registered for the Back-To-School Virtual Clinic. The clinic made \$21,000 for the organization and we received really great feedback. The clinic focused on two topics – Antiracism and Music Education and how to teach during a pandemic. Advocacy Co-Chair Casey Clementon added it was really great that it wasn't just local educators. What a great model for what February could look at and what potential this could have.

Guidance from MDE and MDH have been released. Not all districts are following them. Our push needs to be to MDE and MDH because that is who administrators are listening to.

A coalition was started with MMEA, ACDA, Kodaly, and Orff. A survey was sent to teachers asking them if their job has changed or if they have become extracurricular. The data will be sent to MDE or relevant party.

Advocacy Co-Chair Casey Clementon has been part of the Arts Education Data Project. The Arts Education Data Project is a partnership between Creative Minnesota, the Minnesota Department of Education, Perpich Center for Arts Education with assistance of MMEA. Data will be released in October. School districts are supposed to report to MDE which courses they are offering. Will do a harder sell in January or February. Some school districts are not reporting to MDE so the data is incomplete.

VII. INTERVAL UPDATE

Region Representative 3-4 AA Natalia Romero Arbeláez reported she has volunteered to update the MMEA website. *Interval* will be updated when articles are received from Co-Chair Editors Brandon Berger and Tony Jirschele.

VIII. EXECUTIVE DIRECTOR SEARCH

President Barry Zumwalde reported a committee has been formed for the executive director search. The job opening will be posted in November and interviews conducted in December. The executive director will start in February or March.

Choral Vice-President Tonya Barnes expressed a concern about posting the position in the middle of the school year. Music educators may be interested and won't want to break their contract. Advocacy Co-Chair Kristin Chase suggested hiring a program coordinator and someone to handle finances. Board members want to see the job description before it is posted. Board members recalled a discussion from a previous board meeting about hiring an interim executive director. The executive board will have further discussions before a decision is made.

IX. BREAK

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X. ARTS STANDARDS UPDATE

Perpich Center Music Education Specialist Wendy Barden reported the Arts Standards are getting closer to being accepted. Hopefully they will be approved in October. Networking opportunities coming up are hybrid teaching, distance learning, and teaching outdoor. Upcoming 60-minute seminars are *Assessment in Ensemble Classes*, *Assessment in [Elementary] General Music Classes*, and *Music of Minnesota American Indian Tribes and Communities*. *Taught by the Students* book study is scheduled for November. A special online showing and Q&A *A Breath for George* is Saturday September 19th.

XI. 2021 MIDWINTER CLINIC PLANNING

President Elect Sam Bergstrom reported the Midwinter Clinic is going virtual. Clinic Task Force members are Kristin Chase, Willy Leafblad, Peter Guenther, Jennifer Gylland, Brandon Berger, Amanda Kaus, Erin Berg, Chris Jarvis, and Sam Bergstrom.

The first task was to review and recommend changes to the clinic session proposal questions. The task force decided to keep the information currently requested and add the following: 1) Provide a bio for the presenter 2) Indicate which track or target audience 3) Can your session be delivered virtual if needed 4) Provide a more detailed description of your session.

The previous model of selecting sessions for the clinic and building the schedule weighed heavily on the clinic chair. The task group decided to use a similar model for selecting sessions as the performing groups. Board members will be split up into groups based on their expertise and asked to evaluate the session proposals.

The task force reviewed the performing group selection process. A decision was made to adjust the selection process to put more responsibility on the listening groups and to communicate to our members and groups applying of this process. The application and review process change will start for groups applying to perform at the 2022 Midwinter Clinic.

Headliners for the 2021 Midwinter Clinic are Dr. Tim Lautzenheiser (band/Inspirational) Charles Laux (strings), Will Houchin (adaptation, students with differing needs), Karen Salvador (equity, serving all students), Nyssa Brown (elementary), and Lyz Jaakola (elementary and Native American music).

XII. ALL-STATE PLANNING

Collegiate Chair Catherine Bushman reported the All-State Planning Task Force members are Tonya Barnes, Brianna McDonough, Brad Mariska, Dave Mantini, Brad Beale, Anthony Eddleston, Natalia Romero Arbeláez, and Maria Wilson. Additional members are Nikki Mattfeld, Kristin Chase, Peter Guenther, and Erin Holmes.

The All-State Planning Task Force met in May and focused on designing a February 11-

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13, 2021 event. By August the All-State choir conductors had all backed out. In August the task group met again and decided the event needed to be fully virtual. The next step is to decide goals and means for the event and communicate with students and parents. MMEA will have to hire a video sound engineer.

All-State Choir Vice-President Tonya Barnes said if we come up with a plan she will reach out to the All-State Choir conductors and try to get them on-board for the virtual event.

The MMEA board supports the All-State event going virtual. The All-State committee is going to need additional support to help plan the event.

Advocacy Co-Chair Kristin Chase said the event has to be something that can be realistically done. Perhaps ensembles only perform one piece and we ask section coaches to volunteer or give them a small honorarium to work with students.

MED Chair Adrian Davis suggests moving the timeline back.

It was moved by Catharine Bushman, seconded by Bradley Mariska and carried unanimously to adjourn the meeting.