

ChoDA Meeting Minutes
October 18, 2010

OLD BUSINESS

- Approval of September minutes
 - Correction- add Desert Ridge to list of recordings submitted
 - Correction- change titles for Frank and Adrienne's positions
 - Correction- don't specify sight reading changes
 - A motion was made to approve minutes with listed changes. The motion was seconded and approved unanimously.

NEW BUSINESS

- AMEA wants to make a big push in the area of advocacy, including getting parents involved.
 - Wants to extend an invitation to parents, boosters, and active community members to attend the conference on Saturday, most especially for the session with our keynote speaker, Bob Morrison.
 - The cost will be \$5 (for Saturday only)
 - Registrations will be online
 - Session will be held in the ballroom and is blocked across the grid for that time frame.
 - Thought about presenting it to parents as an opportunity to see a performance for \$5 and attend the convention session, using the performance as a draw. However, we don't want to deceive them, as the performance is free regardless.
 - This is something we want to have posted on the website.
- Names for recertification hours
 - Directors can earn recert hours for festival leadership as well as attendance and participation in a festival.
 - The chairperson of each festival should email the list of directors and their schools to Mark Nelson.
- Discussion and vote to increase All-State registration fees
 - We recently increased the fee from \$15 to \$20, however, we let the students keep the music.
 - Music is costing is nearly \$10, so we are actually making less than the original amount.
 - If we want students to continue to keep the music, we need to raise the fees to cover our costs.
 - ABODA currently charges \$15, but students do not keep the music.
 - A motion was made to increase the All-State registration fee to \$25. The motion was seconded and approved unanimously.
 - We need to make sure this change is communicated to all directors, posted in the website, and changed in the handbook. (David will make the handbook change).
- Convention Awards
 - Nominations need to be in by December 1st

- Please encourage people to submit names through the AMEA website.
- Need to post this plug on the ChoDA website
- Handbook Changes
 - Discussion of adding a clause to the handbook for directors/schools who arrive late to a festival/audition
 - This might be a late fee or even the possibility of not being able to audition.
 - Possibly needs to include a time frame (ie. No show within 30 minutes)
 - The decision was tabled to allow more time to think about wording.
 - Suzanna will email her “preliminary” wording to the board for review.
- ChoDA pays \$150 towards the cost of having Bob Morrison at the convention
 - Currently ABODA is paying \$800
 - AMEA and AzSGM are also chipping in.
 - We are spending less than the \$2000 we set for aside for our conference budget.
 - A motion was made to contribute \$150 towards the clinician fees for Bob Morrison.
 - The motion was seconded, and approved unanimously.

OFFICER REPORTS

- Conference Chairs
 - Presented grid which is “semi-finalized.”
 - Getting emails of possible schedule conflicts with presenters.
 - Sent acceptance and rejection letters to all presenters and performers.
 - Who we have is solid, when and where the present could change.
 - Once finalized, Clydene and Amanda will assign board members to host each of the sessions.
 - Board members need to email Clydene or Amanda if they have conflicts or a particular session they want to host.
 - Clydene and Amanda will try to place board members with sessions that relate to their board position or teaching level.
 - Performance sessions will be presented by the President and President-Elect
 - November 1st is the deadline to submit the final grid.
 - Performing groups should plan to hang out or watch other groups after warming up and while not performing. Can be seated in the balcony area.
 - Programs can be brought the day of the performance, by performing schools
 - There was a request for a microphone for one of the performance groups. Greg will ask Jeff Harris.
 - Accompanists? We need to know far in advance. Let Greg know.
 - Asked Sunnyslope and Shepherd about being demo choirs. They agreed. We suggest going down the list of the schools who submitted if we need more.

- Presenters have to register for the conference, but we pay their fee.
- AMEA provides nametags for presenters.
- President-Elect
 - Deadline for people to run for next years board has been extended to November 1st.
 - Need to send bios and pictures to Greg, Julia, or Ellen.
 - Nearly every office needs to be filled.
 - Adrienne proposed the idea of combining the ChoDA Festival and HS Activities positions into one that appoints chairpersons, similar to the position of Show and Jazz. This gets more people involved and allows for more flexibility, which could draw people to run.
- VP of ES/JH Activities
 - Has clinicians lined up for fall festivals, but would like a couple more from the Tucson area.
 - 14 schools have registered: 7 for Phoenix, 7 for Tucson
 - Presented changes to job description
- VP of AS Jazz/Show
 - Made note of changes to job description
 - We need to address the policy for starting and stopping in an audition and the scoring procedures for this situation. Currently nothing is in place. However, it was agreed that a student will only be scored on their first attempt. Starting and stopping will not automatically result in a zero. Suzanna will work on some possible verbiage for the handbook.
 - Proposed that we include cell phone numbers of chairs or board members on festival registration forms. This way, directors have contact info in case of an emergency. Greg will talk to David to have cell phone numbers added to registration forms
 - Discussed the idea of having photocopies of solos for feedback on auditions.
 - Requested that we set aside \$50 of ChoDA funds to be spent on food and beverages for volunteers (students and parents) at festival/auditions. This would be per event. A motion was made to allow for no more than \$50 to be spent on hospitality for volunteers at festival/audition events. The motion was seconded, and approved unanimously.
 - Would like to add something in the handbook about directors needing to be available during events for emergency contact.
 - We need to clarify the expectations for “site hosts”
 - Discussed the idea of paying mileage for judges. However, this would get costly. We need to then specify where auditions are before judges commit so they can accept or not accept at their own discretion.

- Student preferences when making both the Jazz and Show choir- Students will be placed in the choir where they ranked highest.
 - Directors packets- discussed the idea of having directors purchase the packets if they want the music. It is too hard to estimate the number needed otherwise.
 - Troy discussed the idea of re-formatting the auditions for show choir. We need to assess students and their ability to sing AND dance simultaneously. He proposed that students learn the dance in a group, then perform the dance while singing in front of a dance and vocal judge. Student would get two chances to sing and dance. There would be the need for one additional judge.
- VP of ChoDA Festivals
 - There was no existing job description, so Frank presented his newly created one.
 - Discussed the possibility of pushing the fall festival back by a week or two to allow more time for choirs to prepare.
 - Possibly flip-flop the fall festival date with Jazz/Show auditions
 - Would like to have days of festivals designated in the handbook and on the website next to the festival site. (ie. Phoenix: Friday and Saturday, Tucson: Friday only)
- New Teacher Ex-Officio
 - Presented a new job description
 - Finished the Facebook page, would like to add job descriptions to the Facebook page
 - Wants to send emails to districts to get more names of new music teachers
 - Wants to organize a new teacher meeting at lunch on the Saturday of the conference (before the constituent meeting).
- VP of HS Activities
 - Looked over job description
 - Discussed All-State festival- Frank will step in to expedite the festival. We need to try to book a hotel that is close to ASU (maybe Tempe Mission Palms)
 - Uniform/Dress code requirements for All-State- Need to add specifications to the registration forms and communicate to directors that the dress code WILL be enforced by ChoDA board members
 - Men should wear a shirt and tie (no jacket), ladies should wear something that is below the knees (Skirt, dress, pants) and a top that has sleeves and has a modest neckline.
 - Adrienne will include a “dress code” handout in the registration packets
 - Dave and Jean sent the revised sight reading examples

- Member at Large
 - Handed out the “New Music Educator” and “Outstanding Future Educator” award nomination forms.
 - The nomination forms are word documents that can be completed and emailed back to Troy.
 - Troy will be contacting NAU, ASU, and U of A for nominations for the “Future Educator” award. At least one recommendation is needed from each.

- Secretary
 - Presented changes to job description

OTHER NOTES

- Need to communicate to directors that this year the All-State meeting will only pertain to All-State matters. The convention meeting will be the ChoDA constituent meeting. This way all groups are represented.
- The convention fee for board members is \$65. You can register online, but need to specify that you are a board member so that David can make the necessary adjustments to the fee. ChoDA will pay for the Friday luncheon voucher.
- Next meeting is November 5th.