

Florida State Music Teachers Association
Winter Executive Board Meeting

Cabot Lodge
Gainesville, Florida

Friday, February 1, 2008
3:00 p.m.

President Paulette Kilts called the meeting to order at 3:15 p.m.

Roll Call was by signature. Attending were:

Paulette Kilts	Denise Homsley	Adrienne LeBlanc
Mark Hebda	Albert Rozier	Maria Santilli
Becky Barlar	Norma Mastrogiacomo	Charles Turon
Sheron White	Rebecca Micha	Sonja Rozier
Mary Seal	Nancy Shackelford	Priscilla Heffield
Suzanne Jarvis	Amy Turon	Kyung-Ae Gibson

Minutes of the Thursday, October 18, 2007 State Conference Executive Board Meeting, prepared and distributed by outgoing Recording Secretary and incoming Corresponding Secretary, Denise Homsley, were approved as submitted.

We will be approving and correcting the Third General Session Minutes from the October 2007 Conference at the First General Session at the June 2008 FSMTA Conference. Please inform Recording Secretary, Suzanne Jarvis of any typos or errors for we did not have them in written form at the conference.

Minutes of the Sunday, October 21, 2007 Executive Board Meeting stand approved as submitted.

In the absence of Parliamentarian, Martha Stubbs, President Kilts appointed Marc Hebda to serve as the Parliamentarian for this meeting.

REPORTS:

TREASURER'S REPORT.

Copies of the report were distributed. Treasurer, Al Rozier, reported some concerns. Because we are holding two conferences and two competitions in one year, this will hurt our treasury. He thinks we will have enough money, but the assets at the end of this year will be less than last year.

Competitions this year were very expensive. We spent \$9200. We get reimbursed \$3200 from MTNA from fees from the competitions.

Discussion followed. President Kilts then suggested we do research on this and revisit this issue when we get to competitive events in the agenda.

The second concern from the treasurer was that we need to be watching our budget. Our association needs to be budget driven. He presented a motion for a budget amendment.

****It was moved and seconded that the Florida State Music Teachers Association not allow money to be expended over budget without an appropriate budget amendment. That the following procedure be followed for budget amendments:**

For overages between \$0 and \$100-the Treasurer will decide and make the appropriate budget amendment.

For overages between \$100 and \$500-the Treasurer and President will decide the appropriate budget amendment.

For overages above \$500-the budget committee will decide the appropriate budget amendment based on the recommendation of the Treasurer and President. This will require a unanimous vote from all members of the Budget committee. E-mail will be an acceptable means of communicating and voting on budget amendments.

Discussion followed. Mr. Rozier pointed out that our current bylaws state: The [Budget] Committee shall review and act upon requests for any expenditures above the budgeted amount. The Association shall not be responsible for unauthorized expenditures. He says the bylaws imply that the Budget Committee would approve **all** expenses over the budget. He thinks the above motion is a more practical solution. The question was asked about what needs to be placed in the procedural manual. If we vote for this motion, the expenditures would be authorized by the Budget Committee. The breakdown of amounts would be the procedural portion instead of the bylaws. Mr. Turon stated that this is an outstanding idea. This would not change the bylaws. It is a procedural change to the manual.

****The motion carried.**

Mr. Hebda suggested that responsibility needs to be given to the Officers and Committee chairs to work within their budget. The Budget Committee consists of the President, President-Elect and the Vice Presidents. They need to know their budgets and keep in touch with those who work in their areas. The Treasurer will provide the Budget Committee with the password to use online so the Executive Board can view the budget. In June there will be a copy of the budget for all Vice Presidents. President Kilts asked Mr. Rozier to get this information to Zelda Jensen for the Procedural Manual and then present something in an upcoming Newsletter to make the Membership and Committee Chairs aware.

1. **PRESIDENT'S REPORT**. President Kilts' written report included general duties and other activities she has carried out since the Fall Board Meeting. She highlighted a few for this meeting.

Requested that the President-Elect be in contact with members attending the MTNA Conference in Denver, March 2008, and determine which members will be seated at the "Florida" table at the MTNA Foundation Gala. President-Elect Marc Hebda informed us that there is room for five more participants and that it costs an additional \$80 for this separate event.

There are two resignations from the board. Cindy Kessler, has informed President Kilts that she is resigning as Certification Chair, but will remain until a replacement is found. Jeannie Blazs has resigned the Taxation & Licensing position.

Appointed Joan Mank to serve on the Nominating Committee.

Hired Amy Turon as Interim WebMaster.

President Kilts mentioned the upcoming MTNA elections. Members can vote online at MTNA.org. There are two candidates running for MTNA Southern Division Director-Elect.

1a. [Ethics](#). No report.

1b. [Parliamentarian](#). No report.

2. [PRESIDENT-ELECT](#). Marc Hebda submitted his report electronically prior to the meeting. He brought to our attention the following items from his report:

The cost of the FSMTA Gala Table at the MTNA Conference will be \$145 and was approved for we have \$150 budgeted for this event.

President-Elect Hebda researched the State Pride Drawing gift for the MTNA Conference, and found a hand-made, hand-painted mobile titled *Seashore Birds in Flight* by artisans Dick and Alicia Rosanske for \$45.00. It is a mobile with a hanging height of 30" and a rotating diameter of 36". It is comprised of two pelicans and one seagull and hung on driftwood collected from the north Florida shoreline.

****Mr. Hebda moved and it was seconded that FSMTA purchase the mobile *Seashore Birds in Flight*, for \$45.00 for its contribution to the State Pride Drawing for the MTNA Foundation fund at the 2008 National Conference in Denver, Colorado.**

In discussion, Charles Turon congratulated Mr. Hebda on a good choice for the drawing gift. Mr. Hebda also stated that MTNA had to deal with the issue of Denver considering drawings as gambling, but the matter has been take care of.

****The motion passed unanimously.**

2a. [Composition Commissioning](#). In the absence of Joan Mank, Marc Hebda presented her report. On behalf of Joan Mank, for she does not have email, Marc Hebda made an

electronic motion to accept Gary Smart as the Commissioned Composer for the 2008 Conference in Gainesville. The Executive board of FSMETA, via email vote, has confirmed the selection of Dr. Gary Smart as the 2008 Commissioned Composer. Dr. Smart will have approximately six months to complete the project. He will be composing a trio for clarinet, cello and piano with the title *Flagship Fancy*.

To be considered at the next conference will be suggestions for the 2009 Commissioned Composer. Ms. Mank would like to receive names and curricula vitae of nominees prior to the conference.

2b. **2007 Conference Report**. Marc Hebda presented this report in the absence of Mary McOwen.

In lieu of the Foundation Gala, \$1,000 was sent to the Foundation from the 2007 Conference.

The 2007 Conference Committee makes the following recommendations for future conferences:

1. The conference presenters felt they were rushed, so each program should be one hour instead of 50 minutes.
2. There is a complicated process of dealing with the Conference account issue. Many groups or individuals want their donations to be tax free. It is recommended by the 2007 Conference Committee for each conference committee to use its own account, instead of creating a special Conference account.

Discussion: We have a 501(c)(3) set up for this year, but more discussion followed about the conference seed money to start up the Conference account and that it keeps being moved to a new account each year. We are still trying to figure this out. We have used different banks. A District cannot be a 501(c)(3). Adrienne asked if we can have a State Conference Account at one bank forever and different signers each year? Al asked if we can have the Conference be an organization in itself and have its own account, like the districts do? More discussion followed resulting in President Kilts recommending that this be an item of Old Business and do research for further discussion at the June Conference. She asked Al Rosier, Marc Hebda, and Mary Seal to be an Ad Hoc Committee to research this issue.

Mr. Hebda provided copies of the Financial Report from the 2007 Committee. S. Jarvis will make copies to include in the minutes and for the President and 2008 Conference Co-chairs. The committee is still waiting for monies from two commissioners.

2c. **2008 Conference Report**. Denise Homsley, Conference Co-Chair, presented a verbal report of the committee's progress in planning the June 18-21, 2008 Conference to be held in Gainesville.

The registration form is on our Website.

So far, Alfred Publishing and Frederick Harris Music (Revised Celebration Series coming out soon) have signed contracts and submitted checks for 2 booths each in the vendors showcase.

Denise is seeking ads for the conference booklet, 2-3 workshops are already planned, Dr. Kevin Orr and Dr. Hee Jung Kang (Teacher's Recital) are working on the conference recitals.

2d. **Independent Teachers Forum**. Rebecca Micha presented an oral report. The topic she has chosen for the forum deals with the process and steps necessary for an Independent Music Teacher to begin a Music School. Rebecca welcomes names of teachers who have at least 5 years experience with starting a Music School who could be a part of this panel.

3. **VICE-PRESIDENT FOR MEMBERSHIP**. Becky Barlar stated that FSMTA has 868 paid members and that this is 39 members down from last year. She expressed that this may be partly because the dues have gone up. It may affect renewing of older members, too who may not be teaching as much as in previous years. Congratulations were expressed to District III as being the only district in which the membership grew. Ms. Barlar encouraged all to promote membership in FSMTA as a good value for the investment in dues.

Since the FSMTA directory is now on the website, she is no longer mailing hard copies to new members. New student members are being sent a letter welcoming them to FSMTA and referring them to both the directory and the newsletter on-line at a cost of \$.41 per letter. Other new members (especially college students) are being sent a hard copy of the last issue of the newsletter along with the welcome letter at a cost of \$.58 per mailing. This change will result in significant savings to the association.

Because our directory and newsletters are online, she presented the idea of removing the line "check for permission" on the membership application form in the section on contact information. She would like to replace it with assurances that all personal and contact info will be password protected. This will simplify the process for the VP of Membership. Mr. Hebda stated that no motion is necessary; just ask if anyone on the board has any concern about the idea. No one had a problem with removing the line from the application.

President Kilts asked about the statistics about the senior members affecting the decline in renewals. Becky concurred that that is an issue. Mrs. Kilts then thanked Becky Barlar for all her time and work on behalf of our association.

3a. **Provisional Members**. President Kilts asked Becky Barlar to speak to the written report submitted by Tanya Brooks.

To clarify and expedite the procedures for dealing with provisional members and extensions, Tanya asked the board to consider the following motion:

****I make a motion that the executive board repeal the following executive decision concerning provisional membership made back in 2001:**

Annual membership dues are delinquent after July 1. If they are not paid by December 1, your membership will be dropped and the five year rule will apply.

Motion was seconded.

Discussion. Charles Turon asked for clarification. Becky explained that there is a possibility of two extensions. Also, if they circumvent FSMTA by joining through MTNA, they will lose their FSMTA dues and not be FSMTA members. We will inform MTNA that they are not members of FSMTA. Those who drop out after 3 years would be allowed to join again, but would not get an extension.

****Motion carried.**

3b. **College Council.** Charles Turon pointed out the positive results of separating the College Council from the Collegiate Chapter-VCCI.

He outlined three areas he has focused on since the Fall Board meeting:

1. Improving communication/database among current members of College Council.
2. Developing recruitment strategies for prospective college members
3. Exploring ideas for an event(s) at the November MTNA Competitions for student members and faculty.

Charles presented the following questions for the Executive Board to consider:

1. Does the Board want to have a college faculty focused event in November?
2. Would such an event promote polarization of college faculty members and independent teachers?
3. If approved, who would be in charge of coordination with the MTNA Competitions, Collegiate Chapters and On-site Coordinators?

****Mr. Turon moved and it was seconded, that we have a college faculty focused event in conjunction with the Fall MTNA Competitions.**

Discussion followed. Charles suggested that the event be small and may include a pizza party for students, a luncheon for faculty, or maybe a faculty member could present a lecture or performance. Caution was given to make sure that the event not conflict with the competition times.

****The motion carried.**

At 4:50 p.m., President Kilts called for a recess of this meeting to prepare for the 5:00 p.m. FSMT Foundation meeting.

(Continued)

Florida State Music Teachers Association
Winter Executive Board Meeting

Cabot Lodge
Gainesville, Florida

Saturday, February 2, 2008
9:00 a.m.

President Paulette Kilts reconvened the FSMTA Executive Board meeting at 9:10 a.m.

Roll Call was by signature. Attending were:

Paulette Kilts	Suzanne Jarvis	Maria Santilli
Marc Hebda	Denise Homsley	Charles Turon
Becky Barlar	Al Rozier	Sonja Rozier
Sheron White	Bill Jennings	Michelle Snow
Mary Seal	Norma Mastrogiacomo	Amy Turon
Tim Murphy	Nancy Shackelford	Kyung-Ae Gibson

REPORTS:

4. **VICE-PRESIDENT FOR DISTRICT & LOCAL ASSOCIATIONS.** Sheron White highlighted items from her written report. She added to the report that she sent an update of the upcoming MTNA vote to the local and district presidents. Marc Hebda asked about the status of a student chapter at Edison College. There was no updated information about this at this time.

4a. **Arts Awareness and Advocacy.** Sonja Rozier brought to our attention several issues concerning the impact of future decisions by the 2008 Legislative Session on fine arts programs in all grade levels of our public schools. We need to stay diligent and be aware that when she emails us regarding these issues, it is usually within three days before the particular matter is to take place. Volusia County MTA initiated a program to make a contribution to a middle school band program to help with the band budget. Allison's Attic is another helpful program mentioned.

4b. **FSMTA Teacher Awards.** In order to make the award forms and process more accessible to the Districts and Local Associations, Michelle Snow made the following motion:

****I move that FSMTA use the MTNA forms for *Teacher of the Year* and *Local Association of the Year* as guidelines for our state awards and also that these forms be made available on our state website.**

****The motion was seconded and passed unanimously with no further discussion.**

4c. **Taxation & Licensing.** No report.

4d. **Collegiate Chapter Chair/VCCI (Virtual Collegiate Chapter Initiative)**- President Kilts discussed items from the written report for Dr. Megan Walsh. Megan wrote a

Collegiate Chapter information article for our newsletter. Diana Limeres will be attending the MTNA conference in Denver and organizing a gathering for Florida Collegiate members. Possible discussion of student chapter at University of Tampa. She is hoping for an update of an article for VCCI on the MTNA website. Megan also presented written information about the AIB which will be discussed later in this meeting.

4e. [Collegiate Chapter Student Representative](#). See comments in Dr. Megan Walsh's report in 4d.

5. [VICE-PRESIDENT FOR MTNA STUDENT COMPETITIVE EVENTS](#). In the absence of Joanne Smith and her chairpersons, President Kilts mentioned from the submitted report, that Ms. Smith is experiencing frustration in finding a venue for the MTNA competitive events. She is still pursuing other colleges and is open to suggestions from the board.

- 5a. Chamber Music No report filed.
- 5b. Composition No report filed.
- 5c. Junior Coordinator No report filed.
- 5d. Senior Coordinator No report filed.
- 5e. Young Artist Coordinator No report filed.

President Kilts then continued a discussion from the meeting on Friday, February 1, 2008 about the MTNA adjudicator payments being rather large. She shared information she found in her research before we reconvened today. Does the board want to address this issue at this time or wait until Joanne Smith can be consulted? It was decided to wait until more information can be researched with other state association presidents and discuss it at the June conference.

6. [VICE-PRESIDENT FOR FSMTA STUDENT COMPETITIVE EVENTS](#). Mary Seal reported that all of the forms for the FSMTA Student Competitive Events are current and on the FSMTA Website. She thanked Kyung-Ae Gibson for her help. Mary also requested that the board encourage more participation in the Byrd and Gray Perry-Young competitions. President Kilts highlighted that those student winners will be invited to perform in concert on the June 19th Concerto Program at the 2008 State Conference.

6a. [Byrd Piano Ensemble](#). Norma Mastrogiacomo asked for the board to encourage participation from their respective districts.

6b. [Community Service Awards](#). Report filed. Forms have been updated.

6c. [Concerto Contest](#). Kyung-Ae Gibson reported that she is in the process of becoming familiar with her new position.

6d. [Gray Perry-Young Collegiate](#). Norma Mastrogiacomo discussed the rules for eligibility and the issue of transfer students. She made the following motion to change the wording in the eligibility requirements for the Gray Perry-Young Collegiate Competition:

****I move that the eligibility be changed to “any student who is registered in freshman or sophomore piano study at a private or public college or university in the State of Florida”. There was a second and the motion carried.**

6e. Pre-College Chamber. No report filed.

7. VICE-PRESIDENT FOR FSMTA NON-COMPETITIVE STUDENT EVENTS.

Tim Murphy reported on the progress for revising the opening section of the FSMTA Student Activities Handbook. He also confirmed that Primary Level students who receive Honors in Performance, qualify for the State Honors Medals because they qualified for state under the old procedures. He reported for his chairpersons.

Charles Turon asked what FSMTA has established as the time period for reviewing and revising the entire Student Activities Program? He wondered if it was 2010 (every 10 years?). President Kilts recommended that we research this and find out if a policy has been established and report back to the board.

8. RECORDING SECRETARY. Suzanne Jarvis highlighted her activities since the October 2007 State Conference. One specific item was sending by postal mail the FSMTA minutes and materials from 1988-2005 to Tammy Davis for the archives at UCF.

There was discussion about a seal used for the Financial matters of FSMTA, as well as the possibility of taking care of new signatories on the accounts at the end of the state conference following the election of officers. President Kilts suggested we research the matter to see what the best policy would be.

8a. Archives/History. Suzanne Jarvis presented items from Tammy Davis’ written report. Tammy met with Senior Archivist, April Anderson at the UCF archives on January 29, 2008 to deposit the FSMTA materials she obtained from Charles Turon, Suzanne Jarvis and Becky Barlar.

Discussion followed about the History of FSMTA because of the upcoming anniversary. Some research will be done to find this material.

9. CORRESPONDING SECRETARY. Denise Homsley presented a verbal report. She reminded the board to include the agenda number in upper right corner of reports.

10. District 1 President. Report filed.

11. District 2 President. Report filed.

12. District 3 President. Report filed.

13. District 4 President. Report filed.

14. District 5 President. Report filed.

15. District 6 President. Report filed.

16. District 7 President. Report filed.

17. [District 8 President](#). No report filed. Charles Turon mention a few highlights from District 8.

18. [District 9 President](#). Report filed.

19. [EDITOR-NEWSLETTER](#). No written report. President Kilts gave an overview of the search for a new printer/mailer for the newsletter. There have been continued increases of costs. The Editorial Advisory Committee has met to consider other bids from other companies. The committee will bring their recommendation before the budget is planned for next year.

19a. [Manual of Procedures](#). Report filed. Please contact Zelda Jensen if you have questions or changes for the manual.

19b. [Interim Webmaster](#). Amy Turon shared items from her report. She has done a complete revision of the fnta.org website. One goal is for the website to become the focal point for disseminating information, forms, applications, email, and surveys.

20. [CERTIFICATION](#). In the absence of outgoing Certification Chair, Cindy Kessler, President Kilts presented the following information from the submitted report. Congratulations to Carmen Cuenca for completing the requirements for the MTNA certification for piano.

An application was presented to reflect the wishes of the board for the FSMTA Honorary Certification. She is recommending a fee of \$50 and that the local association making the nomination would pay the fee.

****Motion was made and seconded that the fee for the Honorary Certification for FSMTA be set at \$50 and that the local association who makes the nomination will pay the fee.**

Discussion followed. The motion was tabled until more information could be provided.

21. [CONSTITUTION AND BY-LAW REVISIONS](#). The following changes were voted on and need to be made in the By-laws:

Article V, Section 7d: Retired Membership. “they may download it from the website.”

Article XVIII, Section 1: Robert’s Rules of Order. “...the current version of...”

Regarding Maria’s concern about whether any changes in by-laws be written only after the final vote:

****Motion was made and seconded that the official and authorized version of the By-laws, Handbook and Membership be that which is posted on the FSMTA Website.**

Discussion followed.

****The motion passed as presented.**

Article XIII, Section 4d: Nominating Committee.

Maria Santilli presented the change to the By-laws in the form of a motion:

****I move the slate shall be published in the issue of the official publication of FSMTA that immediately precedes the state conference. The motion was seconded.**

No discussion followed.

****The motion carried.**

President Kilts asked that Maria include this information in the next FSMTA Newsletter.

****Revisiting the motion for the Honorary Certification fee.** President Kilts presented information from the 2001 Handbook on Certification. Board wishes to leave the motion tabled until more information can be obtained from Cindy Kessler about how the nominees will be evaluated and then take an e-vote on the motion.

22. **IMMEDIATE PAST PRESIDENT**: Written report from Millicent Callobre. There is a discrepancy about the numbering of the districts on the Nominating Committee since the renumbering that took place in November 2005. This will need to be clarified with Millicent for page 12, Article 13, 4a. of the By-laws. Her report will need to be reissued.

UNFINISHED BUSINESS.

****President Kilts asked for an approval for the Treasurer's Report from the FSMTA Meeting from February 1, 2008. There was a motion for approval and it was seconded. The report was approved.**

****Motion was made and seconded that we not continue to move forward with Association In a Box.**

Discussion followed.

****The motion carried unanimously.**

****Marc Hebda made a motion that FSMTA hire Amy Turon as permanent Webmaster of the FSMTA Website. The motion was seconded.**

After Charles and Amy Turon asked to be excused, discussion followed. It was stated that Mrs. Turon has done an excellent job with our website and has shown enthusiasm for the job.

****The motion carried unanimously.**

Marc Hebda mentioned that Amy has agreed to continue the job at the same financial arrangement as interim webmaster for the next six months. We will discuss any change in finances for the Webmaster position at the next Budget Meeting.

The Turons were asked to return to the meeting and were informed that the motion passed. President Kilts announced to them that the board is pleased to announce that we voted to ask her to be our Webmaster. She thanked Mrs. Turon for her work and the board applauded in agreement.

NEW BUSINESS. MUSIKA (a business that is a liaison for teachers that provide in-home music instruction) has requested that we list them on our website. We do have a foundation, not a business, on our website called MusicLink. Do we want to list MUSIKA, for they are a corporate member of MTNA? The discussion ended with no motion.

Amy Turon brought up ideas for possible information for the Website. We need to be careful about posting information and pictures about students on our Website.

There was also an extended discussion about what is involved with Honorary Membership. President Kilts asked Becky Barlar to investigate more information about that.

Amy also suggested having our Executive Board and Annual Meeting minutes posted on the Website.

****Motion was made and seconded that starting with this board meeting, the Executive Board minutes and the 2008 Conference General Session minutes be placed in a secure location on the FSMTA Website.**

****The motion carried.**

The procedure will be that the Recording Secretary will email the minutes to the Corresponding Secretary who will, in turn, email the minutes to the Executive Board Members and make sure the Webmaster has a copy for the Website.

ANNOUNCEMENTS. President Kilts reminded the board of the MTNA National Conference in Denver on March 29-April 2. Southern Division Meeting and Food Reception, Sunday, March 30 in Conference Center. Information on the website. FSMTA Competitive Events Days at UCF May 9 & 10. Attendance at 2008 June State Conference and Summer Board Meetings, Wednesday afternoon, June 18th and Breakfast Meeting on Saturday, June 21st at 1:00 p.m. Don't have Fall EB dates yet. Winter 2009 EB Meeting dates, January 30th & 31st at the Cabot Lodge in Gainesville.

Maria Santilli announced that the NPR radio show "From the Top" taped a program at the Peabody Auditorium in Daytona Beach which will air between February 18-24, 2008.

The meeting adjourned at 12:00 Noon.

Respectfully submitted,

Suzanne Jarvis, Recording Secretary