

**Florida State Music Teachers Association  
Executive Board Meeting**

**Ybor Performing Arts Building  
Hillsborough Community College**

**Friday, October 23, 2009  
2:00 – 5:30 p.m.**

President Marc Hebda called the meeting to order at 2:05 p.m.

**Roll Call** was by signature. Those attending were:

Marc Hebda	Adrienne LeBlanc	Anna M. Fagan	Jo Plunkett
Mary Seal	Lisa Leonard	Mary Beth Purchase	Al Rozier
Carolyn Troupin	Priscilla Hefffield	Helen Dingus	Paulette Kilts
Joan Mank	Sonja Rozier	Charles Turon	Megan Walsh
Amy Turon	Charlaine Free	Lesia Schulha	Maria Santilli

**Minutes** of the June 13, 2009 Conference Executive Board Meeting were approved as filed

**Treasurer’s Report:** Mr. Rozier reported a total balance of \$77,457.43. Our income to date is \$16,365.60 and expenses are \$10,228.40. Mr. Rozier announced that we are now officially a 501(C) 3 with the IRS. This means we are eligible for sales tax exemption. Mr. Hebda expressed concern that the attorney and the IRS have differences of opinion on if FSMTA should be a 501(C) 3 or 501(C) 6 before rushing out to take the tax advantage of the 501(C) 3 status. He felt that clarification is still needed. Paulette Kilts also expressed concern that the Foundation may not be listed as a 501(C) 3. Ms Kilts and Mr Rozier will look into the matter.

**REPORTS:**

**1. Presidents Report : Electronically Submitted**

In addition to his filed report, Mr. .Hebda shared some things from the MTNA Ad Hoc Committee on Pre College Students membership. If a program is implemented, it would exist on the MTNA website. It would include blogs and networking opportunities. State, district, and local chapters could set any guidelines of their choosing for inclusion(or not) of pre-college members in various events and activities. Amy Turon mentioned that Texas MTA already has a Pre-College program in place.

Mr. Hebda reported that MTNA renewals are down by 1.6%

**1a. Ethics: Electronically Submitted**

Marc Hebda reported for Leonard Mastrogiacomo that there was no breach of ethics. Mr. Mastrogiacomo made a motion:

**I move that the Executive Board consider adopting the attached Conflict of Interest Policy \*see policy below**

### **Conflict of Interest Policy:**

**Any member of the FSMTA Executive Board and/or FSMTA committees who may be involved in a FSMTA business transaction in which there may be a possible conflict of interest shall disclose the potential conflict to the other members of the Board or committee before any discussion and vote with respect to the transaction.**

**Such disclosure shall be recorded in the minutes of the meeting at which it is made. The member shall refrain from voting on any such transaction, participating in deliberations concerning it, or using personal influence in any way in the matter. The foregoing requirements, however, should not be construed to prevent the member from briefly stating a position on the matter or from answering pertinent questions from other Board or committee members by reason of the fact that personal knowledge on the matter may be of assistance to the other members in reaching their decision. The member's presence may not be counted in determining the quorum for any vote with respect to the business transaction which involves a potential conflict of interest.**

**A written disclosure regarding any possible conflicts and of any adjustments made to avoid possible conflicts of interest shall be kept by the President.**

### **Definitions:**

**“Involved in a FSMTA business transaction” is defined as initiating, making the principal recommendation for, or approving a purchase or contract; recommending or selecting a vendor or contractor; drafting or negotiating the terms of such a transaction; or authorizing or making payments from FSMTA accounts. That language is intended to include not only transactions for FSMTA’s procurement of goods and services, but also for the disposition of FSMTA property, and the provision of services or space by FSTMA.**

**A “possible conflict of interest” is deemed to exist where the President/CEO or close relative, or a member of that person’s household is an officer, director, employee, proprietary, partner, or trustee of, or, when aggregated with close relatives and members of that person’s household, holds 35% or more of the issued stock in the organization seeking to do business with FSMTA. A possible conflict is also considered to exist where such a person is (or expects to be) retained as a paid consultant or contractor by an organization which seeks to do business with FSMTA, and whenever a transaction will entail a payment of money or anything else of value to the official, member, close relative, or member of that person’s household.**

**A “possible conflict of interest” exists when an individual affiliated with FSMTA has an interest in an organization which is in competition with a firm seeking to do business with FSMTA if the individual’s position gives them access to proprietary or other privileged information which could benefit the firm in which he or she has an interest.**

**A “possible conflict of interest” exists when an individual affiliated with FSMTA is a trustee, director, officer or employee of a not-for-profit organization which is seeking to do business with or has a significant connection with FSMTA or is engaged in activities which could be said in a business context to be “in competition with” the programs of FSMTA.**

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Paulette Kilts questioned where the policy would be published. Joan Mank thought it should be included in the Articles of Incorporation. In order to do so, the Conflict of Interest policy would need to be presented in the newsletter and on the website and then passed by a 2/3rds majority vote by membership present at the conference

**M/S/P**

**1b. Parliamentarian Report:** Electronically submitted  
Maria Santilli reported no activity since the June Conference Board Meeting

**1c. Composition Commissioning:**

Joan Mank reported no activity and that she is waiting for the date and location of the 2010 Conference.

**2. President-Elect:** Electronically filed

Adrienne LeBlanc made three motions

**1. Naming a candidate for the 2010 MTNA Foundation Fellow to represent Florida at the 2010 MTNA Conference in Albuquerque, NM**

**M/S/P**

**2. Moved that funds, not to exceed \$50.00 be set aside for the State Pride drawing to be held at the next MTNA Conference in Albuquerque, NM**

**M/S/P**

**3. Moved that funds be set aside for a table at the MTNA Foundation Gala in 2010 in Albuquerque, NM**

**M/S/P**

**2a. 2009 Conference:** Electronically submitted

Marc Hebda was pleased to announce that after all FSMTA 2009 conference expenses had been paid, there was money left over. Mr. Hebda presented a check to President-Elect, Adrienne LeBlanc for the amount of \$918.00 for the Foundation Fellow Award. He also presented a check in the amount of \$954.90 to FSMT Foundation President, Paulette Kilts.

**2b. 2010 Conference:** Electronically submitted

Lesia Schulha announced the 2010 FSMTA Conference will be held from Nov. 3-6 2010 in Sarasota, Fl. She is asking for ideas and suggestions. Marc Hebda said that we will be approving the conference artist by electronic vote, as there will not be a Board Meeting until next June and the selection must be in place before that.

**2c. Independent Music Teachers Forum: NO REPORT**

Rebecca Micha

**2d. Collaborative Performance Forum:** Electronically submitted Carolyn Bridger

**3. Vice President for Membership:** Electronically submitted

Anna Fagan reported 771 Active, paid members. She reported moving our database into Access from the old Dos based program.

**3a. Provisional Membership:**

Charlaine Free reported there are currently 28 Provisional Members. 1 went active

**3b. College Council:** Electronically submitted

Charles Turon invited the Board to attend tomorrow night's concert of faculty and students to show support for the event. Megan Walsh and Charles Turon expressed concern that the number of participating students was down by 50%. Dr. Turon felt that it was due to the economy. Ms. Walsh stated that the next College Convocation would need to be held in conjunction with the Nov 3-6, 2010 FSMTA Conference.

**4. Vice President for District and Local Associations:** Electronically submitted  
Jo Plunkett expressed concern over 14 members of Local and District executive boards that have not renewed their memberships. She is going to follow up with a letter to the delinquent members. Joan Mank suggested this be brought up at the General Meeting of the 2010 FSMTA Conference.

**4a. Arts Awareness and Advocacy:** Electronically submitted  
Sonja Rozier reported that the Arts community is mimicking the economy. She expressed that on a positive note, the ACE coalitions are being activated throughout the state and calling for community support to save school arts and non-profit arts programs

**4b. FSMTA Teacher Awards:** NO REPORT FILED Michelle Snow

**4c. Taxation and Licensing:** NO REPORT FILED Jan Khorsandian

**4d. Collegiate Chapter Chair/VCCI**  
Megan Walsh reported in conjunction with Charles Turon. Please refer to 3-b

**5. Vice President for MTNA Student Competitive Events:** Electronically submitted  
Denise Homsley

**5a. Chamber Music Coordinator:** NO REPORT FILED Jeanie Darnell

**5b. Composition Coordinator:** NO REPORT FILED Carol Payne

**5c. Junior Coordinator:** NO REPORT FILED Wanda Louie

**5d. Senior Coordinator:** Electronically submitted Mary Lou Krosnick

**5e. Young Artist Coordinator:** NO REPORT FILED Leonard Mastrogiacomo (PP)

**6. Vice President for FSMTA Student Competitive Events:** Electronically submitted  
Mary Seal reported that the FSMTA Competitive Events will be held at Jacksonville University May 14-15, 2010.

**6a. Byrd Piano Ensemble:** NO REPORT FILED Norma Mastrogiacomo

**6b. Community Service Awards:** Electronically submitted Martha Stubbs (PP)

**6c. Concerto Competition:** NO REPORT FILED Kyung-Ae Gibson

**6d. Gray Perry-Young Collegiate Competition:** NO REPORT FILED by Norma Mastrogiacommo

**6e. Pre-Collegiate Chamber Competition:** NO REPORT FILED Liz Kiebler

**6f. Pre-Collegiate/Collegiate Guitar Competition:** NO REPORT FILED Mary McOwen

**7. Vice President for FSMTA Non-Competitive Events:** Electronically submitted by Tanya Brooks

**7a. Apprentice Judging:** Electronically submitted Carmen Cuenca

**7b. Assistant/Certificates:** NO REPORT Betsy Randolph

**7c. Student Handbook Revision:** NO REPORT Betsy Randolph

**7d. Student Handbook Distribution:** Electronically submitted Bettina Flory

**7e. Theory:** Electronically submitted Valentin Bogdan  
The board expressed interest in learning the procedure by which Ms. Brooks plans to have the “revamping of the theory requirements in the Student Day Activities Handbook” approved and implemented.

**Motion made by Charles Turon that “All District Student Day requirements be reviewed every 10 years by the Student Activities Board and approved by the Executive Board.”**  
**M/S/P**

**8. Recording Secretary:** Electronically submitted Mary Beth Purchase

**8a. Archives/History:** Electronically submitted Tammy Davis

**9. Corresponding Secretary:** Electronically submitted  
Lisa Leonard also announced that she had boxes of FSMTA stationary with her at the meeting if anyone needed it.

**10. District 1 President:** NO REPORT Emilie Bova

**11. District 2 President:** Electronically submitted Norma Mastrogiacommo

**12. District 3 President:** Report orally given Carolyn Troupin

**13. District 4 President:** NO REPORT Liz Kiebler

- 14. District 5 President:** Electronically submitted Priscilla Heffield
- 15. District 6 President:** NO REPORT Jay Hess  
Jay Hess has resigned as District VI President
- 16. District 7 President:** Electronically submitted Candace Sundby
- 17. District 8 President:** Electronically submitted Lesia Schulha
- 18. District 9 President:** Electronically submitted Duncan MacMillan
- 19. Editor:** Electronically submitted Becky Barlar  
It was reported that 67 members are receiving their newsletter electronically (8.5%) which is saving us money.

**19a. Manual of Procedures:** Electronically submitted Zelda Jensen

**19b. Webmaster:** Electronically submitted  
Amy Turon reported that she has purchased Adobe Acrobat Professional software, which would allow for interactive PDF files to be used on the website. For example, teachers would be able to fill out competition applications online, or be able to register for the Conference online. She asked for reimbursement if the Board felt so inclined.

**Paulette Kilts moved that Adobe Acrobat Professional 9 software be purchased for use on the FSMTA website.**  
**M/S/P**

**20. Certification:** Electronically submitted  
Helen Dingus suggested that we read our current American Music Teacher magazine as it has the new Certification process written up. She expressed concern that anyone can get National Certification, even non-members. She mentioned a Miami strings teacher who is now Nationally Certified and is not a FSMTA member.

**21. Constitution and Bylaws Revision Chair:** Electronically submitted Maria Santilli

**22. Immediate Past President:**  
Paulette Kilts thanked all of the Friends of the Foundation for their generous gifts that enable her to present awards to the winners of the competitive events later this weekend.

**22a. Nominating Committee:** Electronically submitted  
Paulette Kilts reported that the Nominating Committee consists of the following members:

- \*Paulette Kilts (chair)
- \*Martha Stubbs (director)
- \*Carolyn Troupin (Dist. III President)
- \*Duncan MacMillan (Dist. IX President)
- \*Emily Bova (Dist. 1 President)

\*Two local association President positions on the nominating committee have yet to be filled and to be announced by 1/01/2010.

### **Unfinished Business:**

A motion was tabled from the June 10, 2009 Executive Board Meeting. Charles Turon reintroduced the motion:

**“I move the College Council Webpage be expanded to include up-to-date information on audition dates and requirements, piano proficiency requirements and other items related to college faculty members”**

**M/S/P**

Ad hoc committee on long range conference planning: Electronically submitted Committee chairman, Adrienne LeBlanc reported:

**The committee was asked to address the following topics: In doing so, we were in constant reference to the conference survey taken in 2008.**

**Time of year** - A communication with Carol Dennes, Southern Division Competition Chair, revealed that the 1st weekend of November would be the latest that we could hold our competitions and still get the winners names sent on in a timely fashion.

**Recommendation:** The committee decided that the best time for our conference would be the first week of November. After talking with exhibitors, and determining conference dates of other organizations, we found this to be the weekend with the least conflicts. (2009 -Oct. 22-25 World Pedagogy Conference -Oct. 22-25 MENC Conference)

**Location** - One general determination we made is that if it is at all possible, it would be very pleasing to our membership if everything could happen under one roof. This has occurred during a few conferences, and everyone enjoyed the convenience.

We discussed three possibilities regarding location:

1) A central location, probably in the Orlando area - to be tried for 3 years - then determine if attendance increases.

Pro- No one would ever have to travel to the extreme opposite ends of the state. The area is an attractive area to promote inclusion of family time. Group transportation could be encouraged for long distances. Rapport with a hotel or other venues could be built up over the years.

Con- Although each district would be responsible for the majority of planning and hosting as in the past, there could be problems with long distance planning. We felt that the uniqueness of each district would be missed if we don't move around. Also planning a conference that isn't in your city or nearby could prove difficult for the host district to provide enough volunteers.

2) Rotation between 3 areas only - Miami, Orlando, Jacksonville/Tallahassee.

Pro - There would be times that members would have the conference in their own area, making it very convenient to attend.

Con- Same as for one area.

3) Continue as we have with the conference in the host districts' area.

**Recommendation:** We thought that possibly another pre-conference survey might be in order.....asking a few questions about the location of the conference. However, this survey could be taken verbally at the local meetings, guaranteeing a large response, and where discussion might give further insight as to how to improve attendance at our conferences. Attached is a sample survey.

**Cost / Duration:** It was discussed that with the extraordinary amount of talent in the state of Florida, that it would be wise to try to find our concert artists here when at all possible to avoid large travel expenses.

Any attempt to cut costs should not be in the quality of the venue.

**Recommendation:** We suggest that the conference begin with the board meeting on Wednesday, followed by 3 days of sessions, master classes and concerts, and end on Sunday with the Collegiate Convocation. Adding the collegiate convocation to the conference has the potential to address several issues. Among these is featuring Florida faculty and independent artists, as well as involving more non-piano events, and increasing attendance.

### **Exhibitors -**

Mary Beth Purchase contacted several publishing houses and former exhibitors to examine their thoughts on attending our state conference. We found the following information from them to be helpful in our decisions:

√ The exhibitors all expressed the necessity for the conference to be near a major airport and access to rental cars.

√ They felt October and summer dates conflicted with other major conferences.

√ They would appreciate some time exclusively for exhibits.

√ General comments and observations were that in Florida they saw in our sessions very little move toward the new world of technology, a lack of RMM, jazz and improvisation sessions and that we were pretty much just a piano group.

**Recommendation:** After reviewing results of our FSMTA survey, we found that exhibitors are very important to members attending the conference, and therefore should be included each year.

## Other

**Recommendation:** In the survey, the request for more publicity regarding the conference came up frequently. The desire to know precisely what sessions and workshops will be available was very strong. There should be a great emphasis in the publicity on the importance of professional development gained by attending the state conferences that the benefits gained will far outweigh the expense incurred. A periodic article in the FSMTA newsletter promoting the Collegiate MTNA and Professors, aimed at gaining interest and momentum for attendance at their events.

**Recommendation:** A standing conference committee would be created consisting of the following:

Exhibits Chairman - to act as contact person with exhibitors. This person could greatly facilitate the securing of exhibitors by doing the job several years in a row. The knowledge gained during one year of Exhibits Chairman could be used to great advantage if repeated. Trying to learn everything and then pass it on is not only inconvenient and inefficient, it is also slightly annoying to the exhibitors to deal with an inexperienced person each year.

Hotel /Logistics Chairman - Again, a person with some experience in doing this could be extremely helpful, and possibly financially important to secure the best accommodations and prices.

Presenter /Sessions / Workshops Coordinator: A person who advises the work done by the host district to assure that a continuity of programs is presented year to year. A Curriculum Track is suggested for teachers, with the idea of some type of recognition to encourage participation and help with session planning, e.g., technology, business, finance and administration, web sites, pedagogy. Also to insure that a balance of activities is provided to attract a wider range of our members, making sure that there are no direct conflicts in scheduling.

In closing, the committee thinks it is important to stress that each district hold annual conferences/workshops, as required in the bylaws. It was brought to our attention that there are some districts that do not do this. The state conference, as important as it is to many of our members, cannot be all things to all members. Stronger programs at the district level will strengthen the state organization and will help to place the state conference in a better perspective.

Sample of survey questions:

1. Would you be more / less likely to attend a conference held yearly in a centralized location-*possibly* in the Orlando area?  
More likely \_\_\_\_\_ Less likely \_\_\_\_\_ Would not matter \_\_\_\_\_
2. Would you be more / less likely to attend a conference held in the northern part of the state?  
More likely \_\_\_\_\_ Less likely \_\_\_\_\_ Would not matter \_\_\_\_\_
3. Would you be more / less likely to attend a conference held in the southern part of the state.

More likely \_\_\_\_\_ Less likely \_\_\_\_\_ Would not matter \_\_\_\_\_

4. Would you be more / less likely to attend a conference if the distance justified some form of prearranged transit..... ie a chartered bus?

More likely \_\_\_\_\_ Less likely \_\_\_\_\_ Would not matter \_\_\_\_\_

5. Would you be willing to help as a volunteer if your district was hosting the conference in a distant location?

Yes \_\_\_\_\_ No \_\_\_\_\_

It was decided that the survey be sent out to the membership.

### **New Business:**

Date for Spring/Summer EB Meeting in Gainesville TBA

Carolyn Troupin announced her new email address:

troupinpiano@yahoo.com

### **Upcoming Events:**

January 15-18, 2010, Southern Division Competitions: Birmingham, AL

March 20-24, 2010, MTNA National Conference: Albuquerque, NM

Meeting adjourned at 5:16 p.m.

Respectfully submitted,

Mary Beth Purchase, Recording Secretary