

**Massachusetts Music Teachers Association  
Fall Board Meeting**

Date: Friday, September 15, 2017  
Location: Melrose City Hall, 562 Main Street,  
Melrose, MA

Present:

Janet Ainsworth, President  
Dorothy Travis, Immediate Past President  
Karin Wilks, Secretary  
Yulia Zhuravleva, new board member, Membership Chair  
Ellyses Kuan, President Elect  
Vivian Tsang, Webmaster  
Valerie Stark, Treasurer  
Esther Ning Yau, Bay State Competition Chair  
Alison Barr, Newsletter Editor  
Heather Riley, Judged Festival Chair  
Via FaceTime: Caroline Ly, MTNA  
Competition Chair Not Present:  
Vera Rubin, Bay State Strings Chair  
Nilly Shilo, Vice President for Certification  
Amy Lee, MAE Chair  
Leslie Hitelman, Composition Competition Chair

Janet called the meeting to order at 10:04 a.m. Welcome and introductions.

**Secretary's Report** – Minutes of June meeting had been previously approved via email. **1. Treasurer's Report**

Michele Gordon has submitted that the Southeastern District of MMTA is closing due to lack of participation.

Valerie reported that annual taxes have been timely filed. She shared thank you notes received from college students who had received MMTA scholarships.

Motion: Valerie: Donate \$500 for each of the two hurricanes of recent weeks to the MTNA Benevolent Fund. \$1,000 total donation.

Second: Dorothy.

Vote: unanimous in favor.

Current balances as of 8/31/2017

Savings	19,927.78
Checking	47,623.35
CD	25,949.82
Total	93,500.95



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## **2. Membership Report**

Yulia distributed a membership report showing a total of 221 current MMTA members.

Discussed: Discrepancy between Julia's report and MTNA number of expired memberships. Conclusion: The discrepancy is most likely due to a time lapse in report updating. Yulia to wait another month and compare numbers again.

Discussed: Collegiate Membership fee is higher at MMTA (\$25) than at MTNA (\$19). Our goal is to encourage involvement of more young musicians in MMTA.

Motion: Vivian; reduce the MMTA collegiate membership fee to \$10.

Second: Alison

Vote: unanimously in favor.

*Later follow up email from Vivian: Janet & Yulia, but just a reminder that since we decided collegiate membership is \$10 instead of \$25, someone needs to notify national about this change. This needs to happen at the national level because a college student will be registering through the MTNA website.*

## **3. MTNA State Competition Report**

Caroline had previously submitted the following via email:

Below is a report on the MTNA Competition on Saturday, October 28 at Brandeis University.

**Total: 38 entries** (8 entrants still need to get approved as of 9/14)

- 5 Young Artists (1 flute, 2 sax, 2 piano)
- 15 Junior (9 piano, 5 strings, 1 cello)
- 17 Senior (13 piano, 1 violin, 1 viola, 2 cellos) - 1 sax ensemble

Caroline's questions:

- 1) It seems that we will need a total of 8 judges: 3 judges for Junior Piano, 3 for Senior piano, 1 for Strings and 1 for Woodwinds. I would like to get confirmation from the board for that number before contacting them.
- 2) Is it possible to get 1 judge for Strings to adjudicate for both violin and cello, or do we need to get one for each?
- 3) I would need a monitor for each category (Senior Piano, Junior Piano, Strings, Woodwinds) as well as registration so please let me know if you're interested in helping out.

Discussion ensued:

email response from Dorothy: Only one string judge is needed for any string instrument. Since there is only 1 sax ensemble, we will not need a judge. In that case, we would not be needing to charge any teacher fee for this year. only one judge for the 2 sax plus sax ensemble, but the ensemble can automatically move up to the division without performing on the 28th.

Conclusion: As to the non-paying teacher, no recourse is available beyond another firm phone call. Caroline will do this.

Conclusion: A total of 10 judges will be hired for the competition: 3 for strings, 3 for junior piano, 3 for senior piano, and 1 for woodwinds.

Conclusion: Several board members volunteered to help on the day of the event

Leslie reported the following regarding the Composition Competition through an email to Janet:

This year we had 13 entries: 3 Young Artist, 5 Senior, 3 Junior, and 2 Elementary. There are returning students and new students. Four teachers have entered their students; 2 returning teachers and 2 new teachers. Winners will be announced October 20th!

#### **4. Quad State Conference 2017**

Janet Reported that the registration deadline for the Concord conference featuring Forrest Kinney has been extended to September 27, 2017. Attendance and carpooling was briefly discussed.

#### **5. Quad State Conference 2019**

Discussed: The conference will be hosted by Massachusetts in 2019. This occurs only every 8 years. Alison was involved with the planning of the event in 2011.

The following was proposed by Alison via a previous email:

Committee:

Alison Barr, Chair

Ellyses Kuan

2 other members (Janet, Dorothy & Valerie agreed to be on committee at meeting.

Karin and Heather said they would like to be volunteers on the day of the conference.

I suggest that the committee be entrusted with details of planning and inform the Board as decisions are made.

Location:

Tufts University Music Building – Granoff Hall

This was a very successful and acclaimed venue in 2011 Alison will contact and get a fee quote

Other venues?

Dates:

Fri., Oct 4. and Sat, Oct. 5

OR

Fri., Oct. 18 and Sat, Oct. 19

(The weekend in between is Columbus Day Weekend) Later

Dates?

Combine with Mass. Competitions?

Scheduling Thoughts:

Friday Evening Reception in local hotel

Sat.: 9 – 4 Sessions including Keynote

Address, Commissioned Composer

Concert

Lunch

(If at Tufts) Can be arranged at Faculty Dining

Hall adjacent to Music Building

Should be convenient and on campus

Conference Theme

Collaborative Music – Golden Opportunity for Teachers and Students Alike (this was an idea from Ellyses)

Technology

E-Program

Online registration

End of Alison's emailed proposal. The board approved this plan.

## **6. Policy for Non-Board Members'**

**Meeting Involvement** The following was submitted by Alison via a previous email:

Policy Proposal for Non-Board Members attending Public  
Portion of MMTA Board Meetings  
Sept. 2017

In order to remain open and transparent, MMTA would like to institute a policy that allows non-Board members to attend our regular Board meetings. I propose the following parameters regarding attendance:

- 1) The first thirty (30) minutes of each Board Meeting will be a Public Portion for non-Board MMTA members to attend
- 2) The attending non-Board member must be a member in good standing of MMTA at the time of attendance
- 3) The attending non-Board member shall respect the order and procedures of our Board meeting. He/she is welcome to make remarks; we ask that these remarks be kept short and on point, understanding that our time is limited.

Alternate – Non-Board Members may attend entire Board meeting-

- 1) # 2 above and:
- 2) The attending non-Board member shall respect the order and procedures of our Board meeting. Remarks shall be kept to a minimum. (something like that!)

Discussed: The need for an explicit policy in this matter. It was agreed that the above proposed wording should be made even more specific. Dorothy will edit it. Vivian will reflect on the webpage calendar that there will be a "public portion" for future meetings.

*Edited version from Dorothy received later:*

### **MMTA BOARD MEETINGS**

*MMTA Board Members represent our state members and meet three times a year (usually September, February and June) to discuss finances, programs, policy, scholarships, conventions, and many other matters.*

*The dates for future Board Meetings and minutes from past Board Meetings are posted on our website.*

*Once a year, there is an annual meeting, held at the beginning of the June Board Meeting. All members are welcome to attend this annual meeting. There is a treasurer report, membership report and an opportunity to meet and address the board on any matter.*

*MMTA also has a policy that allows non-Board members to attend our regular Board meetings.*

### **NON BOARD MEMBER ATTENDANCE POLICY**

*MMTA members in good standing who wish to attend a board meeting must contact a board member at least 48 hours prior to the meeting. The MMTA President, in consultation with the Board, will determine if there is space to accommodate MMTA members and whether the meeting needs to be an executive session (only board members) or not.*

*MMTA members who attend a Board meeting may not participate in the deliberations of the Board unless invited to do so and will not be able to vote on any motions. The Board reserves the right to ask non-Board members to step out of a Board Meeting if there is a matter which requires executive deliberation.*

*Board Meetings which are held as a teleconference or video conference are for Board Members only and cannot accommodate non-Board members.*

*Besides the opportunity to attend Board meetings, MMTA members are always welcome to contact a Board member at any time to ask that a matter be placed on a future agenda for discussion.*

### **7. Nominating Committee 2018**

The nominating

committee will

consist of: □

Dorothy as

immediate past

president, □ Vivian,

Vera and/or

Heather.

It was clarified that committee terms run for 2 years, with the current term due to expire on 6/30/18. **8. Scholarship Program**

The following was proposed by Alison via a previous email:

**Scholarship Reimbursement Program  
(SRP) for Private Study  
Proposal to MMTA Board  
Sept. 2017  
Submitted by Alison Barr**

*(This proposal is loosely modeled on Music Link, a national program that offers scholarships to music students of private teachers, but asks that the teacher absorb the cost of tuition. MusicLink is NOT a reimbursement program as the one outlined below.) I recommend that we run all of this by an attorney to check on our liability, responsibility, etc. as we establish and run this program.*

**SRP Mission:** Any child who has musical ability and interest in playing an instrument or singing deserves the opportunity to explore this talent. Many children lack the chance to receive music lessons due to financial need. The MMTA SRP funds, either partially or fully, the tuition for private music study for students who could not otherwise afford this study. This funding is offered to the MMTA teacher as a tuition reimbursement. The student will at first commit to one academic year of study. Subsequently, this commitment may be renewed on a year-to-year basis.

**SRP Process:** The MMTA teacher will identify a student within his/her community and will facilitate the application process for that student. The teacher will provide information on the student's course of study for the period of one academic year, in accordance with the schedule within his/her studio. Once the application is accepted and lessons are scheduled, the teacher will inform the SRP Chair, who will facilitate payment from the MMTA Treasurer. This reimbursement can be renewed on an annual basis. For renewal, the parent and teacher will file an SRP Renewal Request (I'll make this up.) The cap on hourly rate for student reimbursement is \$75.00/ hour. The participating teacher will absorb any amount of tuition normally charged over this amount.

**SRP Guidelines:**

The MMTA teacher must be a teacher in good standing at the time student files the application and must remain so throughout the entire course of the student's reimbursed study.

The teacher will agree to teach the student on an ongoing basis, providing regular evaluations to the parent about the progress of the student.

The teacher will do everything in his/her power to insure a positive lesson environment for the student.

The teacher will reserve the final right to terminate the student if she/he feels that all avenues of positive instruction have been exhausted.

The teacher will submit the following information: A copy of his/her policy and tuition sheet showing tuition for the specified period of study  
A signed statement (I'll draw this up later) agreeing to teach the student fully and completely throughout the reimbursed period.

The student and his/her family will be asked to sign a statement that he/she will participate fully in the teacher's regular program, to the best of his/her ability and at the discretion of the teacher. (I'll draw up this statement.)

**SRP Funding:** It is suggested that a separate account be set up within MMTA Treasury and that this fund be seeded with an amount of \$5000.00, to be renewed each fiscal year, as needed. The funding for this might be earmarked from students' programs, grants, contributions...

**SRP Outreach:** An SRP Committee will be formed to enact advertising, outreach and grant procurement and other fundraising, all under the umbrella of MMTA.

(The proposal included a sample student application, not reproduced here.)

Discussed: The board was enthusiastically in support of pursuing the establishment of this program. A legal advisor will need to be employed. Valerie submitted that she will not be seeking re-election as treasurer next year and is very interested in being involved in the organization of the program. Dorothy suggested that it may become so large in scope that a new board position may need to be created. Esther gave Alison the name of an organization that accepts grant proposals for this type of charitable music program.

Motion: Dorothy; proceed with researching the establishment by MMTA of a scholarship reimbursement program for needy and deserving music students in our state.

Second: Vivian

Vote: unanimously in favor.

## **9. Social Media Protocol**

The following had been distributed previously by email from Ellyses. It had been determined by email that this policy should be posted at the MMTA website.

### **Social Media Statement and Guidelines**

Prepared by Ellyses Kuan

The MMTA Facebook page is set up to allow members to share, view and comment on updates, photos, video and web links posted or approved by MMTA. The purpose of this social media medium is to keep members informed of news and upcoming events of the association, such as meeting, conference, programs, newsletters, competition and festivals etc. It is also a medium for non-member to find out more about the association before they made decision whether to join and become a MMTA member. General guidelines:

- MMTA Facebook Admin includes the MMTA President, President-Elect, Immediate Past President and Webmaster
- Members feedback and comments posted on Facebook is welcomed. Such postings will be approved for content and relevancy. Any postings containing inappropriate content (such as offensive language or hate speech) will not be approved.
  - Personal attacks, insults or threatening or defamatory language
  - Plagiarized materials
  - Commercial advertisements, comments or links not related to the discussion or spam
  - Organized political activity
- MMTA reserves the right to remove any comments and feedbacks
- MMTA reserves the right to like other community organizations or associations;
- Members should be aware that third party websites have their own policies, including privacy policies.

Discussed: The purpose of the FB page stated to be a supplement to the MMTA website. Yulia suggested that page would be of more value if it were more personal and vibrant. Others had suggestions as to how this might be achieved.

## 10.Certification

Nilly reported the following via email: Our state currently has TWO new candidates officially registered in the Certification program. A third candidate is considering applying as well. I am thrilled! We haven't had such activity in the certification field for years. Hope this improves the Massachusetts ranking on the national Certification Statistics list.

Nilly enthusiastically reported that there are three Massachusetts music teachers currently in the process of being newly certified.

## 11.Judged Festival Report

Heather submitted the following via a previous email:

I'm excited to announce that the **2018 Judged Festival** event details are now live on our website! Go to: [www.mmta.net](http://www.mmta.net).

**WHEN:** SATURDAY, MARCH 3, 2018

**LOCATION:** Gordon College, [255 Grapevine Rd, Wenham, MA 01984](http://www.gordon.edu)

The repertoire theme for the 2018 Judged Festival is: **Impressionist / 20th & 21st Century.**

### How do I register students?

1. Registrations will be accepted ONLINE only. Go to: [www.mmta.net](http://www.mmta.net).
2. Registration will be open **from December 1, 2017 to January 31, 2018**. No registrations will be accepted after January 31, 2018.

### Who can participate?

1. All current MMTA members (except student members) may register students to participate.
2. Non-members must pay a \$70 non-member fee.
3. To avoid the fee, MMTA/MTNA membership must be completed by January 1, 2018.
4. Registration is limited to **a maximum of 5 students per teacher**.
5. Teachers may register less than 5 students, but not more than 5 total

**PLEASE NOTE:** The registration limit is NEW this year as a trial, due to accommodation restrictions. With unprecedented participation growth in 2017 (there were almost 220 registered!), we maxed out our schedule capacity at Gordon College. It's wonderful that this program is so popular, with more and more people continuing to participate every year! However, since there's a limited number of students we can accommodate at this location, a registration cap was necessary for this year. Again, this is just a trial, and we will continue to consider other solutions to see if there's a better way to do it in the future. Thank you for your understanding and continued support of this event - you and your students make the Judged Festival an outstanding event every year!

Please go to the Judged Festival program page on the [mmta.net](http://mmta.net) website to access the complete **Judged Festival Official Rules**, the **Required Repertoire List**, and other important information.

## **12.MAE Report**

Amy reported the following via a previous email:

MAE Littleton at Indian Hill Music

Sunday, April 22, 2018

Estimated 11:30am to 5:30pm

Registration can begin March 1st through April 1st (or until filled).

## **13.Bay State Piano & String Contest Report**

Esther informed the board that next year will mark the 50<sup>th</sup> Bay State Competition. *(Following the meeting there was further email communication expressing some specific ideas for making and celebrating this remarkable milestone. (This will be an agenda item for the February Board Meeting.)* So far this year 46 performers have registered and 14 judges have been lined up. She also gave a brief oral financial report of the most recent event; it showed a new gain of approximately \$3,600. The next Bay State Contest is tentatively scheduled for May 19, 2018 at the Boston Conservatory.

Discussed: Following up from our last meeting, Esther stated that the problem that an entrant and his or her teacher had at this years' contest regarding performance timing has not been resolved, and that the student is insisting upon an apology from the board.

Agreed: No formal apology will be made since the judges are well informed as to the rules of timing a participant's playing, and have full discretion to stop a performer at any time.

## **14.TOY & Lifetime Achievement Awards**

After a sincere thank you to Vera for hosting this event, further discussion was tabled due to time considerations.

## **15.Cincinnati Summit Report**

Janet reviewed for the board a few highlights of her extensive report on her recent attendance at the state presidents' summit, and promised that the complete document would be available on the MTNA website. **16.New Business**

### **2017/18 Calendar:**

- Winter Teleconference, 2/2/18
- Annual Meeting, 6/8/18, location: 103 North Avenue, Natick, MA

Discussed: Using Skype or Zoom for this winter's meeting. It is Heather's understanding that Zoom allows for more individual meeting participants. A final determination of the technology to be employed was not made.

Meeting adjourned at 12:17.

Respectfully submitted,

Karin Wilks, Secretary