

## MMTA BOARD MEETING

FEBRUARY 5, 2016

**In Attendance:** Dorothy Travis, Vivian Tsang, Janet Ainsworth, Amy Lee, Nilly Shilo, Heather Riley, Vera Rubin, Valerie Stark, John Stapp

**Location:** Tele-Conference

Dorothy called the start to the meeting at 9:07am.

**Treasurer Report** - from Valerie-Valerie gave the Treasurer Report (**see attached reports**). There's more than \$6000 in the Paypal account waiting to be transferred over from recent program registrations. Dorothy mentioned that with the raise in the teacher fees, it was the first time that both the MTNA performance and composition competitions came out not losing money.

**Membership Report** - from Heather - As of January 2016, we have 228 members. She sent out lots of non-renewal letters, but only heard back from 4 members who signed up. She didn't get the new member letters out yet, but will work with Vivian to get them out.

**Judged Festival** - from Vivian - 199 registrations this year. Dorothy mentioned about possibly having a snow date.

**MAE Chair Report** - from Amy - Because the MAE in March is so early, we have a very low enrollment number. It will probably take a loss. Amy is trying to get the tuning of one piano instead of two. There are currently only 4 registrants and we only need the judge for 1 hour.\* Amy is talking to the judge to make sure she's okay with judging for such a short amount of time. Discussion ensued about the payment of the judges' fee due to this short time. Valerie suggested that we should give a minimum payment of \$100 or something. This was agreed upon by Dorothy and Heather. Amy also expressed her frustration about some issues regarding MAEs Centers and said that the communication needs to be better in the future. Vera talked about how it will be great to include string students. Discussion ensued about possibly advertising better to strings teachers and students because right now, Amy has sent out notices but there's been no response. Amy will send marketing material to Vera and Dorothy to send out to string teachers to try and solicit more string applicants at the MAE's.

\* In a follow up to the meeting, Amy sent the following note; *Gordon College has agreed to allow us to decrease our facility use, and pay for the tuning of only one piano instead of two. Due to the low registration, we only need 1 judge.*

**MTNA State Competition** - from Dorothy - Speaking on behalf of Leslie also. The state level went really smoothly. It was a smaller count but we had great day. We had two new volunteers who were great. Caroline Ly was one of the volunteers and she has agreed to take over the MTNA Performance Competitions for next year with the help of Dorothy and Nilly. All of our students who won or placed at Eastern Division are up on the website. Dorothy is also changing the teacher fee so that any student who is the only entrant in their group and doesn't need to perform or get judged at the state level won't have

to pay the teacher's fee. Vivian suggested that MMTA helps with the extra fees incurred when MTNA Eastern Division got canceled, and sending out a note to see if anyone did incur any fees. Dorothy suggested sending out a goodwill note and opening communication regarding unexpected costs due to the cancellation.

**Bay State Contest** - from John - John's health is not doing well. He is not capable of carrying all of the duties of Bay State. He has to bow out from running the Bay State Contest. We are going to ask Esther come on board now. John has been in contact with her before, but we just need her to be expedited to come on board at this time. Bob will help and finish up finding the judges. Confirm with Esther whether she would like to do a winner's recital or cancel it. Janet brought up the idea of changing the rules for requirements to do 2 contrasting pieces to an earlier age. We are tabling this under the next meeting. Vivian brought up the ability for parents to record their own children at the contest. Heather suggested writing a pros and cons list and going from there. We are tabling this under the next meeting and we need to make this a policy across the board with all competitions.

**Travel Grant Application** - from Dorothy - The applicants were Lydia Reed-Guertin, Betty Reed and Alison Barr. Dorothy went through each of their resumes in terms of their volunteer roles in MMTA. They all met the requirements. Dorothy created the motion that they each receive \$400 from the travel grant, Vera seconded it, and voted unanimously approved. Dorothy will inform the applicants.

**Increased funding for President and President-Elect Travel Funds** - Dorothy has polled other states and it seems that we are behind in funding our officers' travel. Dorothy had a proposal to increase funding for travel expenditures. She would like to increase to \$2000 for the President and \$1500 for the President-Elect to attend the National Convention, Quad State Convention and Eastern Division Competitions. The President and President-Elect would get reimbursed for only travel expenses that are incurred. Vera moved to approve the proposal and Valerie seconded. Voted Unanimously approved.

**(See attached travel policy)**

**Annual Meetings** - Dorothy said that we haven't been very formal with our annual meetings. We need to advertise to our members that we are having these meetings. Dorothy suggested that we make the June board meeting be our official annual meeting, and that we invite members. Valerie said we have been recording the annual meeting with our state as our June meeting. If anyone attends, Valerie suggested that we call the annual meeting to a close when it is appropriate and move into executive session.

**Job Descriptions** - Dorothy would like a sub-committee to look at the descriptions and be able to make it all be one format. Janet asked if we have a place of all historical documents? Dorothy suggested putting things in digital form. We are also going to put judges fee policies and recording policies into the job descriptions. **On going discussion at next meeting and a few more job descriptions needed from Treasurer, Membership, President Elect, Webmaster and Composition Commissioning Chair.**

**Nominating Committee** - from Vivian - Nothing to present yet because two of us on the nominating committee have been very busy with events. It will be presented before the next meeting so that the board can work on it.

**Website** - from Vivian - Nothing to report, everything is running smoothly.

**Teacher of the Year** - from Dorothy - She hasn't really solicited for Teacher of the Year nominations yet. She asked for an extension to ask for nominations, by March 4th.

**Social Event** - from Dorothy - Vera and Dorothy offered up their houses to have the party. Some discussion on dates are talked about. June 18th is a possibility at Vera's around 2:30pm.

**Quad State Report & Commissioned Composer** - from Dorothy - We had 5 teachers that attended. Vermont hosted it and they did a lovely job. Brian Connelly from Texas was brought in. He premiered a piece by Pierre Jalbert. Stephen Feigenbaum was our state commissioned composer and he didn't win. The level was really high. Janet read a letter from Gary Ingle about the winners for commissioned composer.

**Judges' Fee Policy** - Dorothy will form a subcommittee with Vivian, John, Amy & Vera to come up with a uniform judges' fee policy for all of the competitions.

**New Business for Next Meeting** - Amy has a concern about whether or not New Hampshire students who study with her will be allowed to participate in the Bay State Contest. It will be put on the next agenda in June. A recording policy will also be discussed for all competitions.

Dorothy thanked everyone for the board for trying this new platform and called the end to this meeting at 11:53am.

**Next Meeting**-Friday June 10 at 10:00 AM (9:30 hospitality) at 40 Naples Road, Melrose  
Respectfully submitted, Vivian Tsang, substitute secretary

## **February 5, 2016 MMTA Treasurer's Report**

**respectfully submitted by Valerie Stark**

Business Checking as of 12/31/2015

27,776.59

Primary Savings

19,866.86

48M Jumbo Certificate

25,271.54

**Total 72,914.99**

## **Final reports for State Composition and State Performance competitions**

### **MTNA Performance Program for 2015**

#### **Income**

5000 · Program Registration Fees 1,945.00

5007 · Program Teacher Fees 400.00

**Total Income 2,345.00**

#### **Expense**

6000 · Student Programs

6001 · Judges Fees 1,875.00

6008 · Office & Printing Costs 20.34

6021 · Hospitality 101.21

6053 · Brandeis Donation 250.00

Total 6000 · Student Programs 2,246.55

**Total Expense 2,246.55**

**Net Income 98.45**

### **MTNA Composition Program 2015**

#### **Income**

5000 · Program Registration Fees 1,055.00

5007 · Program Teacher Fees 235.00

**Total Income 1,290.00**

#### **Expense**

6000 · Student Programs

6001 · Judges Fees 900.00

Total 6000 · Student Programs 900.00

6100 · General Program

6115 · Office Supplies & Postage 6.32

Total 6100 · General Program 6.32

**Total Expense 906.32**

**Net Income 383.68**

**Travel Policy for President/ President-elect**

**Approved at Board Meeting February 5, 2016**

The President shall have a travel allowance of up to \$2000 to attend the National Convention, Quad State Convention and Eastern Division Competitions.

The President-elect shall have a travel allowance of up to \$1500 to attend the National Convention, Quad State Convention and Eastern Division Competitions.

In the event that the President is unable to attend the National or Quad State conventions, the President-elect shall have the same travel allowance as the President.

Travel expenses are incurred by the officer and reimbursed after the event with proof by receipts.

The \$3500 caps in this policy are subject to review by the treasurer on a yearly basis.