

**Massachusetts Music Teachers Association  
Board Meeting**

**Friday, September 18, 2015**

At the home of Dorothy Travis, President  
40 Naples Road, Melrose, MA

Present:

Dorothy Travis, President and MTNA Performance Competition Chair  
Vera Rubin, Immediate Past President and Bay State Strings Chair  
Janet Ainsworth, President Elect and Composition Commissioning Chair  
Nilly Shilo, Vice President for Certification  
Heather Riley, Vice President for Membership  
Leslie Hitelman, MTNA Composition Competition Chair  
Vivian Tsang, Webmaster/Judged Festival Chair  
Valerie Stark, Treasurer  
Alison Barr, Secretary and Newsletter Editor  
Alice Dusenberry, Guest

Dorothy called the meeting to order at 10:03 a.m., after we had all helped ourselves to delicious refreshments arranged by Dorothy and Alice -- Thank you!

**1) Secretary's Report from June 12, 2015, meetings were approved as presented by Alison with changes**, which have been corrected in the original June minutes and appear in "italics." (Motion by Valerie, 2nded by Leslie, unanimously approved.)

**2) Treasurer's Report was presented by Valerie** and appears at the end of this document. Valerie said that her numbers always differ slightly from John's and Amy's reports, because she deducts for PayPal fees. Otherwise, all program numbers agree.

As of Aug. 31, 2015, our assets are as follows:

Savings: \$19,858.60

Checking: \$29,873.87

48-Month Certificate: \$25,137.60

For all other figures, please see attached report.

Valerie said that the Reed Family Travel Fund now stands at \$1100.00, bolstered by memorial donations.

The \$675.00 from Royal Conservatory “Scholarship” is in the general fund at this time.

Taxes are in progress, as we voted (via email) to pay for a professional to help Valerie in tax preparation. Valerie will start putting together a “Calendar of Duties,” something that should be done for all of the offices.

Valerie reminded everyone to use the “**Financial Form**” to submit any expenses and/or income. She gave a tutorial on the proper way to fill out this form. A receipt for each specific expense should be attached to the form, so it is clear as to how she should account for it.

This form is found on our website:

<http://www.mmta.net/news.aspx>

Dorothy asked Valerie about PayPal. Valerie said it has been the most difficult part of the Treasurer’s job for her to learn to process PayPal transactions. In fact, she has used the MMTA debit card to pay Web Providers, because it’s so much easier than PayPal.

Dorothy asked if Valerie has enough help with tax preparation. Valerie replied, “ye.” Vera asked if we are “stuck” with PayPal, since it has so many problems.

### **3) MTNA Leadership Summit Conference, Sept. 11-12, 2015, Report (Dorothy)**

Dorothy reported that this summit is a wonderful MTNA offering for leaders at the state level. She attended a “First-Timers” meeting. (Dorothy had been unable to attend last year due to the last minute nature of her accepting the Presidency, but Janet did attend in fall, 2014.) Dorothy also attended breakout state meetings, grouped by different criteria. Much discussion centered on the Anti-Trust document that MTNA has adopted. This is attached at the end of these minutes.

Also discussed at the summit was the possibility of MTNA investing in webinars that could be available to make the MNA website more interactive.

**Dorothy's full report on the summit is attached at the end of these minutes. Particularly important categories of this report are: Administrative support for state programs and Member/Nonmember Competition Rules.**

**The "Anti-Trust" agreement adopted by MTNA includes a stipulation that State MTA's must make their student programs open to students of non-member teachers and the fee charged for these teachers to enter students must a "reasonable fee", not punitive or prohibitive. We must be able to show that the fee we charge for non-member teachers represents a "true cost" of their students' participation in the contest.**

We agreed to send a framed print by Misha Lenn, to National for its new office wall. Other states have offerings exhibited. Vera will take care of this.

Dorothy brought up remote meeting alternatives to "Skype," and there are several-"Go to Meeting" being a prominent one.

Some states have a paid "Administrator for Programs." Also, it would be a good idea if we posted descriptions of position online, as other states do. Some states have custom-tailored competition management programs, which Vivian said we have already.

#### **4) Membership Report (Heather)**

**Heather presented a revised "New Member Letter" which is attached at the end of these minutes.** All agreed that it was beautifully done, and we decided after some discussion," to retain the "I" as personal pronoun, since it was being written by Heather on behalf of the entire organization.

We had 189 paid members at the end of August, 2015, which is NOT concerning because many do not renew until a competition deadline is looming.

Heather and Dorothy will confer and arrange to send a friendly reminder to non-renewed members. She will include membership renewal deadlines for participation in Judged Festival (Dec. 12, 2015) and for participation in Bay State Contest (March 1, 2016.)

The Southeastern Mass Local Association is on hiatus at this time, as reported by President Michelle Gordon.

Dorothy received help from Melissa Curtice to have Michelle Gordon's name (not Judith Mitchell's) listed as SE President on the MTNA website.

**Heather reported that the Keene State College Collegiate Chapter has been removed as a Massachusetts affiliated Collegiate Chapter.**

#### **5) Website Update (Vivian)**

Vivian announced that we have a new server – “Network Solutions.” There are fewer problems with this server, making the change a very positive one.

#### **6) MAE Report (Amy)**

Amy sent the following report:

I don't have specific dates yet, but I've been in touch with my MAE Center Contacts. We should be continuing with two locations next year:

The North Shore is hoping to remain at Gordon College, and we will try to include an adjudicator for String students! (30-40 registrants.)

The Brookline location should be at Brookline Music School, piano only. (50-60 registrants, max.)

Submitted by Amy Lee, MAE State Chair (Great job, AMY!)

The Board discussed the fact that Gordon College can accommodate the Strings Evaluations but Brookline cannot. We also discussed the

potential use of Indian Hill, but that location is geographically redundant with our current venues. However, since the Brookline location is now “maxed out,” perhaps we can diversify sometime in the future.

**7) Quad-State Conference to be held at St. Michael’s College in Vermont, on October 2 and 3, 2015. - Dorothy**

<http://www.stephenfeigenbaum.com>

Several MMTA members plan to attend and others are considering it. (Alison, Lydia Reed-Guertin, Janet, Dorothy and Diane Rahbee are all definites.)

The program and registration is available on our website and looks wonderful. We will have a State Meeting during lunch.

Vermont MTA is celebrating its 50<sup>th</sup> Anniversary and that will be recognized as part of the Conference. Alison will bring a floral arrangement from MMTA.

Dorothy urged everyone to attend!

**7a) Commissioned Composer – Janet**

Janet is happy to announce that our Commissioned Composer is Stephen Feigenbaum:

<http://www.stephenfeigenbaum.com>

His work is for Solo Piano and will be performed on Saturday, Oct. 3 as part of the Commissioned Composer Concert.

**8) MTNA Composition and Performance Competition – Dorothy and Leslie**

The Performance portion will be held on Saturday, November 14, 2015, at Brandeis in Waltham. Nilly reported that this date was JUST confirmed, and that it was very late in being confirmed this year.

Leslie reported the following numbers of applicants for the Composition portion of the competition:

Elementary 1

Junior 3  
Senior 10  
Young Artist 2

The above numbers represent the students of EIGHT teachers. Leslie will continue in her position (Thanks so much, you do an amazing job!) and noted that she really promotes the “Honorable Mention” category to her judges.

Dorothy reported the following number of applicants for the Performance portion of the competition:

Piano – 9 Junior, 11 Senior and 1 Young Artist  
Strings – 4 Junior, 3 Senior  
Chamber – 1 string ensemble  
Woodwind - 1 Junior and 1 Young Artist  
Brass – 1 Young Artist

Normally, we do not get a judge for any category with only ONE contestant. These candidates automatically advance to Eastern Division.

Dorothy announced that there is now an increased teacher fee in place: \$25.00 for first two students of any teacher and \$10 per student for each additional student

Several people have already volunteered to help on November 14, but more are needed.

**Dorothy has asked to be replaced following this year’s competition. The Nominating Committee (Vera, Vivian and Alison) will follow through on this. Dorothy has served tirelessly since 2005 (!!) and we will work hard to find a competent replacement. Thank you, Dorothy!**

## **9) Bay State Contest - Piano**

**The Nominating Committee has secured a (most probably) YES from Esther Ning Yau to succeed John as Bay State Piano Competition Chair.**

Esther will observe this year and take over next year.

Vivian has assisted John and she will continue to assist.

The \$1000.00 stipend was quoted to Esther and will continue.

Gross income was over \$5000.00 and \$3700 was the net. John reported via email that we would now have to pay \$1200.00 to Boston Conservatory for tunings, an amount that we were NOT asked to pay in 2015, probably due to an oversight on the part of Boston Conservatory administration. We will continue at Boston Conservatory, which proved to be a great venue. Though John might be able to negotiate the tuning fee, we are still comfortable with the full \$1200.00 amount.

CD profits are \$841.00.

#### **9a) Bay State Contest – Strings – Vera**

Vera feels that we need to find a different weekend for the Strings Contest because there are so many conflicts for string players. Perhaps looking at a late May, for example, May 29<sup>th</sup> would be good.

We discussed the running of Bay State Strings and came to a consensus that, since it is a different date and separated from the piano contest, it may need its own chair.

**Vivian moved to change our Constitution (Article V, Section 1) to read “Bay State Chairs” NOT “Bay State Chair.”**

**Heather seconded this motion. This motion was unanimously approved.**

**Valerie then moved that we invite Vera Rubin to join our Board as Bay State Strings Chair.**

**Vivian seconded this motion and it was unanimously approved.**

#### **10) Nominating Committee for 2016-2018 Slate of Officers**

This committee consists of Vera, Vivian and Alison. We need to name a new MTNA Competitions Chair and a President-Elect. Everyone else has

agreed to stay on. Alison is happy to be replaced if new blood is needed.

The Quad-State will be in Massachusetts in the fall of 2019. Janet and Dorothy will discuss the possibility of Dorothy serving one more year (2016-2017) as President, since she did not have the benefit of having been President-Elect.

### **11) Teacher of the Year Party**

We are so grateful to Vera for her hospitality and everyone who helped make Betty's Reed's party wonderful. During this time, not only do we get to celebrate the TOY, but we also get to meet members who may become active in the future.

### **12) SKYPE or other remote Option for Winter Meeting**

Dorothy asked that we explore the possibility of SYKPE, "We Chat," or other remote meeting option for our February 5, 2016 Board Meeting

### **13. New Business:**

#### **Job Descriptions for Board and Chair Positions**

**Dorothy will send out a template** so we can describe our duties in a consistent way.

#### **Dates for Calendar**

Please send to Vivian so she can update our calendar online

**Dorothy adjourned the meeting at 12 noon.**

Next Meeting: Friday, February 5, 2016 (Remote or in person TBA)

Respectfully submitted, Alison Barr, Secretary



### MMTA Financial Form

To be used to report all MMTA expenses and income.

Complete each time you submit a bill for payment or deliver funds to the Treasurer. Check off "interim" if you are or will be submitting more than one form. Check off "final" if it is a one time request or when you submit the final form for a program or event.

PROGRAM OR EVENT \_\_\_\_\_  
(i.e., General Admin, MAE, Bay State, Judged Festivals, MTNA Competitions, Grants, Scholarships, Eastern Division, National, MTNA Foundation, Commissioned Composer, etc.)

Interim \_\_\_\_\_ Final \_\_\_\_\_ (check one)

Income (include brief description on first line)

|                        |    |       |
|------------------------|----|-------|
| _____                  | \$ | _____ |
| _____                  | \$ | _____ |
| _____                  | \$ | _____ |
| _____                  | \$ | _____ |
| TOTAL INCOME SUBMITTED | \$ | ===== |

Expenses (include brief description on first line)

|                          |    |       |
|--------------------------|----|-------|
| _____                    | \$ | _____ |
| _____                    | \$ | _____ |
| _____                    | \$ | _____ |
| _____                    | \$ | _____ |
| _____                    | \$ | _____ |
| _____                    | \$ | _____ |
| _____                    | \$ | _____ |
| TOTAL EXPENSES SUBMITTED | \$ | ===== |

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

## Summit Report Cincinnati Sept 2015

Attended 1<sup>st</sup> timers meeting with Gary Ingle. Excellent experience to understand organization. Miss not being sent as president elect. Received the Antitrust compliance guide. Most importantly it was emphasized not to discuss among members current prices or hourly rates and not to encourage others to take retaliatory actions against competitors or suppliers such as a boycott.

MTNA will begin investing in webinars.

Visited the new offices. Only three states did not have art represented on the walls. MA was one of them. Would like to address that!

Regarding non member fees for competitions, this is a quote from the antitrust compliance guide;

*“Affiliates with important programs such as student music competitions or teacher certification programs should provide non-members access to these programs. It is not necessary to advertise and promote the program to non-members. In addition, non-members can be charged a higher fee to participate in the program. Of course, the non-member fee must not be set at such a rate that it would be cheaper for the non-members to join the association.”* (Gary stated that it should be a reasonable fee based on cost per student)

### *“COMPETITIONS AND FESTIVALS*

*Some of the more important programs offered by many Affiliates are student music competitions. For music teachers, the success of students in these competitions can elevate the teachers’ reputations and marketability.*

*Competitions also allow skilled students to showcase their talent and can lead to teachers soliciting other teachers’ prized pupils.*

*When sponsoring competitions, Affiliates should comply with the following antitrust considerations:*

*Because student competitions can be very important to a teacher’s ability to compete in the community, it is a program that should not be restricted to members only. Student competitions should be open to non-members.*

*An Affiliate sponsoring a competition may charge students of non-members higher fees than students of members. However, the fee differential should not be so high that it effectively compels a teacher to join the Affiliate.”*

There were three state meetings. One by size of membership, one by

division, and then a meeting of all states. I asked two questions in each session.

1. Have other states used another meeting method to solve issues of weather or distance;

Yes...Skype, Gotomeeting, slack.com, and googlehangout most have a meeting at their state conference which is yearly.

2. Have other states hired an administrator for student programs? What are the pitfalls?

Oregon-two part time people, Georgia-executive director; New Mexico hires CPA, Illinois part time treasurer, Texas full time and part time, Missouri executive secretary. These states unanimously said that they could not function without them. Most had a great experience, sometimes working through a few people before they got the right match.

In the state meeting, one state recommended putting the description of all board positions on-line so that when you are looking for someone you have the job description accessible.

For competitions, two states used the services of [heidi@handmadedesigns.com](mailto:heidi@handmadedesigns.com) who set forth a detailed proposal for competition programs with drop downs of available times, judges comments on line, etc. Idaho and Nebraska.

Dear

Welcome to the Massachusetts Music Teachers Association! On behalf of the organization, I want to thank you for joining MMTA and MTNA for the 2015-16 membership year - we sincerely appreciate your investment in the professional music community of Massachusetts. I hope that your membership experience will enrich, support and inspire you and your students!

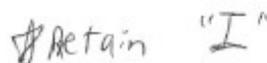
 I encourage you to explore and participate in the many programs MMTA has for teachers and students, such as the Bay State Contest, Musical Achievement Evaluations (MAE), Judged Festival, and the MTNA State competitions. In addition, there are composer commissions, scholarships, and enrichment funds for both teachers and students. You can find all the information about benefits, student programs, and more on our MMTA website at [www.MMTA.net](http://www.MMTA.net). While you're there, be sure to log in to your MMTA account where you can update your online profile, register for events, and manage student participation.

Your MTNA membership also comes with many other benefits, including: continuing education and professional development through the annual MTNA conferences, competitions, and pedagogy seminars; discounts for office supplies, travel, insurance, banking, and legal consultation; and many new technology resources. You also automatically receive exclusive access to MTNA publications, like *American Music Teacher* and the *MTNA e-Journal*. Please visit the MTNA website at [www.MTNA.org](http://www.MTNA.org) to learn more about all the resources and benefits!

Being a member of MMTA also means having valuable networking and social opportunities, too - you can meet other local teachers, make new friends, and find meaningful professional and personal support for your teaching. If you have any questions about your membership, how to participate in MMTA events, or if you'd like to volunteer and become more involved with MMTA, I invite you to contact me at: [membership@mmta.net](mailto:membership@mmta.net).

Yours truly,



 Retain "I"

Heather Riley

Vice President, Membership, MMTA