

2016 IL ACDA Fall Meeting Minutes
Saturday, September 17th from 10:00 AM-2:40 PM
ISU, Room 308, Cook Hall

Board members in attendance:

Deb Aurelius-Muir, Bob Boyd, Amy Branahl, Katie Bruton, Laura Coster, Jeff Hunt, Andy Jeffrey, Lee Kesselman, Dennis Morrissey, Sean Newman, Jess Palmisano, Jennifer Seiler, Phil Spencer, Steven Szalaj, and Dan Wagner

Welcome to our new Podium Assistant Editor: Katie Bruton

Dennis Morrissey introduced Katie Bruton to the board. She will assist Dan Wagner with the selling and editing of ads for the Podium. Later, the board discussed if Katie's position could be included as a board member. After discussion and with Andy Jeffrey's recommendation, it was decided that Katie should be a part of the board and Katie accepted. Phil Spencer suggested that we update the by-laws to reflect our current board positions. Dennis will look at the document and report out to the board in January.

New Board Member, Kara Gregory- Dennis Morrissey also informed the board that Kara Gregory accepted his invitation to be the new District 6 Representative. Kara will attend the January meeting. The District 1 Representative is still open.

Approval of Minutes from the June summer meeting 2016

- Laura Coster drafted the minutes
- Minutes were approved with a motion being made by Andy Jeffrey, 2nd by Bob Boyd

Treasurer's Report: Amy Branahl

- Starting balance is \$ 44,743.37
- Current Checking balance is \$49,334.24 after paying all ReTreat expenses
- Podium ads expenses proposed was \$1,200.00 Our actual expenses were \$665.00
- Student membership money was slightly down
- The Honors Show Choir made a profit of \$1,003.61 after expenses were paid (total was \$6,976.81)
- The Women's Festival was able to cover all the expenses and stay within the budget
- According to the a budget summary at the 6-28-16 board meeting, the 2015-2016 Approved Budget Amount for the ILMEA reception was \$1,300.00, while the Actual Budget for the reception was \$525.00. The Approved Budget Amount for

the ACDA Central Division State Reception was \$1,500.00 while the Actual Budget for that reception was \$2,275.00

- Podium expenses were lower than expected
- The 2016 Retreat made a profit of \$4,465.65
- We came under budget with the President and Web expenses
- The Urban Initiative added \$4,000 to our budget and we expect to gain \$4,500 in income
- We received money from the “Fund for Tomorrow.” for the Urban Initiative for a total of \$1,405
- Sing up Membership has a new process with the money being billed to National
- The Treasurer’s Report was approved with a motion being made by Phil Spencer and a 2nd by Deb Aurelius-Muir
- Andy Jeffrey motioned to approve the 2016-17 budget, 2nd by Bob Boyd
- All agreed

IV. Reports

President’s Report: New ACDA structure for State Boards

Dennis presented the new National ACDA structure for state boards. Positions include four R&R Chairs: Youth, Collegiate, Lifelong, and Repertoire Specific. Each state may add other R&R Chairs at their discretion

Board Member Written Reports:

The board took a few minutes to read the written board member reports which had been submitted prior to the meeting as requested by the president with the agreement of the secretary

- Lee suggested that in the future, we set up a format for the reports. Each report should include goals and what each chair has done
- Deb's and Dan's reports were not included in the handout. Both made a report verbally and they were added to the minutes

District 3 Report Ben Luginbuhl, District 3 Representative

Future Plans:

- Talk about ACDA at the D3 ILMEA Festival director meeting in November.
- Use the membership list from Andy to send information to current members in our district and encourage them to invite non-members in their area to join ACDA, (I liked the pamphlet idea)
- Long-range goal: Organize a sing and share for choirs in this area, from Districts 2, 4, and 5 to join us if feasible

District 4 Report from Josh Spear, District 4 Representative: Josh wants to use his platform for ILMEA Chair to get a Festival organized in his area

District 7 Report from Sean Newman, District 7 Representative

Recruitment Goal:

- I have been putting together e-mail addresses of the District 7 schools (based on the ILMEA District 7 list) so that I may send them an e-mail including the IL-ACDA pamphlet that I created. I would also like to send these out in paper form because it will grab even more peoples' attention and give it a more personal touch
- I will be copying pamphlets and handing them out at the ILMEA District 7 Junior Festival on Saturday, November 5th, 2016 at Wauconda High School

District 8 Report from Drayton Eggleston, District 8 Representative

- **Goal 1:** Become more familiar with District 8 directors and possibly bring an enrichment opportunity for directors and their students in the District 8 area (and others)
- Travis Eriksen from DeKalb High School and I are looking to bring in the St. Olaf Choir on Feb. 10, 2017 during their Winter/ Spring Tour. We will have more info in the near future
- **Goal 2:** Write an article for the podium

District 9 Report from Bryan Kunstman, District 9 Representative

Thanks to Sean Newman for sharing his pamphlet!

- I adapted Sean's pamphlet for District 9, and updated the upcoming events to reflect what is listed on the website. My next task is to e-mail it to our members in District 9. I will also hand it out to the directors at our upcoming District 9 ILMEA Festival
- **Goal: Increase membership in District 9**
- My plan for the fall is to update my district e-mail list based on the updated membership file and send out an e-mail to welcome everyone back to school, The e-mail will include the District 9 pamphlet
- My hope is to find a way to reach out to the middle school directors through their ILMEA festival, and continue to make as many connections as possible.
- I have also been thinking about trying to put together an informal social gathering for members of our district

Two-Year College Report from Tom Stauch, Two-Year College Chair

- The 2017 Illinois ACDA Two-Year College Choral Festival is scheduled for Saturday, April 1, 2017 on the campus of Harper College in Palatine
- Print invitation letters were sent to the directors of two-year colleges in Illinois early on September 6, 2016

- There is no cost to participate in the festival. Participating colleges cover their own transportation, meal and any music costs
- There is no cost to ACDA nor is there any revenue for the event
- The response deadline is December 1
- The number of participating schools has varied from a low of six to a high of ten
- It is anticipated that this year's festival will be of similar size
- The festival will conclude with a performance by the combined choirs of Rollo Dilworth's Shine on Me, SATB, Hal Leonard 08551566
- There has been some turnover of directors across the state in the last 18 months. Attempts are being made to identify these new directors in order to invite them to become ACDA members and have them and their choirs participate in the festival

Children's Choir Report from Renee De Jager, Children's Choir Chair

- IL-ACDA ReTreat Reading Session, June 2016. We had a successful session with about 20 ReTreat participants in attendance
- Several signed up to be added to a Facebook Children's Choir page

Future goals:

- Continue to build a community on Facebook where ideas and repertoire suggestions can be exchanged
- Reach out to elementary choir directors at IMEC
Looking for suggestions on the most appropriate way to do this
- Reach out to Anima, YNS, Spirito (etc.) directors along with public school teachers to find out what Children's Choir events would be valuable to them
- Would like to launch an annual Children's Choir event. Need protocol information on how to launch an IL-ACDA sponsored event

Music in Worship Report from Jeff Hunt, Music in Worship Chair

Goal: Build our base of support in IL-ACDA with more Illinois musicians who have a role in music and worship.

- Will try to get 1 or 2 names with emails of church musicians from each chair of the 9 Districts and I will contact them
- Would like to consider creating a two person role for this position. Someone to help recruit and create meaningful activities for church musicians in the state
- If any members of the board know of someone ready to take on my role or someone to work with me in this role to create a vision, let me know. I appreciate being able to serve with you, my friends and colleagues and want the best for choral music

Vocal Jazz Report from Jennifer Seiler, Vocal Jazz Chair

- Continuing the process of putting together a list of available VJ combo players throughout the state, using collegiate and semi-professional musicians
- Continuing the process of creating a mass calendar with all VJ competitions, festivals, and interest sessions available throughout the state
- Posting the full calendar (mentioned above) on the IL-ACDA website
- Contact other state VJ R&S chairs to find suggestions on how to better promote and advocate for the VJ side of ACDA

University Student Representative Report from Jess Palmisano, U of IL

Re-Cap of Website Update 2016

- I updated the student chapter's website and encouraged the different chapters to update their personal college sites as well. I included information about the Sing-Up initiative as well as information about the National conference

Goal for 2016-2017

- I talked to a lot of students at the ReTreat about what they would like to see this year, and most students expressed an interest in a leadership retreat for the student chapters. I am currently working on this with Andy Jensen and am hoping it can come to fruition. I also hope to provide more summer job opportunities to student choral majors and to publicize them through the Facebook group and the website. If anyone has opportunities, I can post please let me know! Also I am hoping to post job listings too but that is far in the future

College/University Report from Susan Davenport, College/University R&R Chair

- Plan: Several other directors and I are investigating the possibility of a college/university festival sometime in February if we can find a date that is workable for everyone

Webmaster Report from Jason Hawkins, Webmaster

- Updates are underway on multiple pages
- Main page to include more photos and a banner for ReTreat 2017
- ReTreat 2017 page - creation
- Board page – constantly updating
- Composition Contest page – add link to recording of 2016 winner
- Discussed multiple online registration options for ReTreat 2017 at our ReTreat recap meeting this summer

Info Needed:

- Need updated forms for the Composition Contest
- Need contact info and photo for new board members
- Need content for the Collegiate Choral Festival Page
- Need content for the 2 Year College Festival Page

- Need updated flyer for Women's Festival Page
- Are we going to have a Men's Choir Festival ever or should I delete that page?
- Auditions for the Honors Show Choir would typically be very soon... is this happening?

Female Choirs Report and Festival Budget Proposal by Aubrey Dunham, Female Choirs Chair

Sing and Share 2017 Festival Information

- Clinicians: Beth Holmes, Susan Moninger, Donna Tallman, and Mona Wis
- Raised participation fee to \$75 per ensemble to aid in covering of McAninch Arts Center cost and additional 4th clinician compensation
- Ensemble participation cap is 16
- Exploring the option of catering in the lunch instead of going off-campus/to the dining hall (estimated cost \$10 per person for lunch - optional)

Registration Link:

Festival Registration Form Available at

<http://tinyurl.com/jsxo3bm>

2017 Sing and Share Budget Proposal

- Clinicians (4 @ \$200) \$800.00
- McAninch Arts Center Facility Usage \$500.00 (COD with the help of Lee Kesselman helped lower this amount substantially)
- Festival Materials (supplies for signs, folders, envelopes, name tags, etc.) \$25.00
- Total expected cost \$1,325.00
- Estimated registration fee funds: \$1,200.00
- 2016 College of DuPage cost \$500 (subsidized heavily by COD - hoping this is still a possibility to explore for this year)
- The Sing and Share festival would need to apply for an ACDA mini-grant ranging from \$125-\$500 pending the final cost of the hall this year

Additional Upcoming Women's Choir Ideas:

- Illinois High School Women's Choir consortium: Trying to gauge interest in getting several schools 15-20 on board with trying to put funds toward a new women's piece specifically geared toward high school developing women's voices (with awesome text whose subject is deeper than flowers and love...)
- Investigate/initiate conversation with ILMEA Chorus Division President, Curtis Fischer-Oelschlaeger, about the possibility of adding a Women's Chorus in the ILMEA district and All-State offerings
- Plan to put together a survey for the upcoming district meetings in November to see what the interest level would be/obstacles for implementation

Middle School/Junior High Report from Debbie Aurelius-Muir, R & R Middle School Chair

- IL-ACDA ReTreat Reading Session, June 2016
- We had a successful reading session with about 50 ReTreat participants in attendance

Future goals and ideas:

- I am planning another choir exchange for middle school /Jr. High students again this spring. I would like to add at least two more schools. I would like to request that the IL-ACDA Board would help to pay the \$100.00 fee for the clinician
- I have a possible ACDA recruit (Do we have any more free memberships available?)
- At the ILMEA All State Convention, we should assign actual times for the ACDA reading session. Ex.
 - 3:00 – 3:05 p.m. Welcome and ACDA commercial
 - 3:05 – 3:10 p.m. Children's choir pieces
 - 3:10 – 3:15 p.m. Male choir pieces, etc. (this way we won't run out of time for the last few titles being presented)

Youth & Student Activities Report from Andy Jensen, Youth & Student Activities Chair

- Appointed excellent new student board rep, Jessica Palmisano
- Collaboration with Jessica produced two "Collegiate Track" interest sessions at the 2016 Summer ReTreat
- Ask the Retirees, led by Joe Grant
- New Teacher, New Job! Don't Panic! led by Karyl Carlson, Debbie Aurelius-Muir, & Andy Jensen
- Both sessions were well received and generated lots of conversation between long-standing and brand new/student members

Future Plans and goals:

- Jessica & I have discussed the idea of hosting a student leadership retreat. I will reconnect with her to create a spring semester event that will hopefully lead to a continued student presence at the Summer ReTreat. This event may require a modest budget for food, supplies, etc. Is the board open to pledging up to \$200? Plans are not yet set at all...I'm just trying to sense what's available to us in creating an exciting and fulfilling event
- I also want to continue and expand the Collegiate Track interest sessions for the 2017 Summer ReTreat. If you have ideas/suggestions, please email me at andrew.jensen@swic.edu.

Podium Editor's Report from Dan Wagner, Podium Editor

- Summer 2016 Podium issue was produced and published
- Fall articles are due on Monday following this meeting
- We should consider an organization-wide shared google docs. I have a shared folder for Podium, but I would find it very helpful to have a centralized folder for all of our materials
- My employer went through the rather complicated process of creating a google domain linked to our non-profit web domain. It might be easier for one of us (I'm willing, but we need to make use of it) to create this space under my own Google account
- I would also suggest an organizational shared Google calendar
- All of these resources can be embedded or linked to the IL-ACDA web site board page

The article submission schedule for next Podium – please mark your calendars

March 15 - Spring 2017: Male Choruses, 2-Year Colleges, High School, Community Choruses, Multi-cultural and District Reps from 3, 6, and 9

Phil Spencer, Composition Contest

- Phil will send his report electronically to Laura
- Phil thought we did an excellent job with the 2016 composition winner. The director gave a lot of time to develop her piece and Phil gave her the recording and wrote a testimony for her website
- The IL-ACDA website is updated with current information about the composition contest. Next year, we will have an SATB category and previous winners may apply
- Phil also discussed with the board about social media options to get the word out nationally about our composition contest
- Facebook, Twitter, and Instagram were suggested by the board as inexpensive options to get the word out. Bob Boyd also suggested that Phil put it on "I'm a Choir Director" FB page
- Jess Palmisano offered to help put the information on Facebook and Twitter. Dan Wagner also offered to help with Facebook
- Phil will include the information with the ILMEA reading session materials and put the information on the IL-ACDA Facebook page
- Phil will also assemble a contest committee for 2017
- New goals: Pursue opportunities to mentor HS singers
- Board discussion concluded with a request for a January meeting agenda item- Talk about creating a media chair and advisor

Urban Initiative...Karyl Carlson

- A festival called Join Voices, Chicago! is coming to Chicago on Oct 28th at St. Xavier University. 15 groups of 300-400 students will be working with Grace Young from CPS. There will be no cost for the students. There may be school transportation fees
- The festival will be organized like the Sing and Share Festival-Four clinicians rotate so that each choir is heard by 2-3 clinicians and then given the opportunity to work with one. A mass choir number will be performed at the end of the day
- Professional development is offered for teachers
- The budget is under 4,000 and is a free festival for city choirs
- ACDA's Fund for Tomorrow is sponsoring the event in part, along with IL-ACDA
- This festival may be a prototype for National ACDA
- Board members are invited to come and observe this festival
- Bob suggested sharing with District 1-7 and 9 HS and university directors
- Jess Palmisano-suggested for Karyl to offer Early Field Experience hours for college music ed. majors to help with traffic or other areas. Students need 80 hours credit

Andy Jeffrey- Membership

- Goal- With new college memberships, Andy and Brandon will encourage students to attend the ReTreat or the National Convention
- *Sing Up* is one month---The goal is to increase membership but also maintain our current ones. The focus is to get members to renew
- We received 10 free memberships for this from National. We will give one to each district and Dennis will give one at his discretion
- Andy will follow up with each of the new students and the district reps.
- The following was voted upon and approved at the meeting: first-year students pay \$5.00 apiece while renewing students pay \$10.00 apiece. In both cases, the balance of the dues is paid by the state and National, with National paying a larger share
- Who are the adults at the university so they can follow up with their student leaders?
- ACDA National has some resources to help with retention
We made really great inroads at the ReTreat
- ACDA has put the SING UP information on their Web-site
- Make a push at ILMEA district auditions. The strength is from everyone...District chairs and R&S members
- List upcoming events
Come up with a Google Folder

- Complimentary Memberships-Have to be out at least 3 years or a brand new member.

Lists from Andy have been really helpful. We can sort memberships by expiration dates and send follow ups.

Sing up memberships for students go thru June.

Mentorship—in our state. Try to tie something to our reading session. Veteran teachers who are interested in meeting with a student.

Board suggestions for the ReTreat

Phil- paid a Governmental rate for his hotel and got it for \$75 per night.

Bob- Make sure clinicians know that pieces of music need to be price effective.

Deb-Bring back the chestnuts.

Bob and Jeff shared the need to preserve literature!

IL-ACDA State Convention in 2017

Should we continue a fall convention? The board discussed the pros and cons of having a fall convention and the consensus was that it is beneficial to have a fall convention when schools are in session and teachers can take a professional day on Friday. It was also discussed that choirs will be available to perform.

Motion by Andy and Bob to have a fall convention. All agreed.

The fall convention normally falls to the past president (Karyl). Since she will no longer be the past president when the conference takes place, Karyl offered to help, but not chair.

Dennis agreed to chair a fall convention if he is unable to find a suitable volunteer willing to chair.

Bob Boyd and Laura Coster volunteered to help Dennis with a fall convention.

Phil Spencer suggested working with another group like NATS.

Dan Wagner suggested the possibility of using the Grace Unified Methodist Church, Naperville as a site for the fall convention.

Budget requests for the 2016 Honors Show Choir, two year College and Women's Festival-

Kassie Krause has stepped down from being the chair and has asked two friends to run the Honor choir event. Deb Utley and Sarah Mikel have committed to run the event at Wheaton North

Last year the Honor Choir event made money.

Jeff Hunt and Jess Palmisano made motions to pass the budget. All agreed.

Tom Stauch sent a budget for the two year college festival- it is budget neutral, The board agreed to accept the budget proposal.

Aubrey Dunham's Women's Festival budget was also approved.

Criteria and selection for five scholarships to the National Convention

Each state has been given five scholarships to bring students to the National Convention. Dennis asked Andy Jensen to run the selection process.

Jeff Hunt volunteered to help Andy select the scholarship winners. Jeff said they can come up with criteria.

College quartet scholarships for the National Honor Choir

The students must come from one institution. Dennis took suggestions from the board in how to select one university program for this honor.

Bradley University (Jon Jost) was first but cannot participate. North Central College (Mona Wis) was nominated as the 2nd pick. Dennis has been in touch with Mona about the opportunity. ISU was the 3rd pick and will be contacted if North Central is unavailable.

Election procedure for the next President Elect:

In accordance with Article XII of the Bylaws, "the President shall appoint a nominating committee consisting of the President-Elect and two Past-Presidents. This committee shall solicit suggestions for President-Elect from the membership and then choose two names which will be submitted to the membership for the office. These nominations will be given to the membership...no later than December 1." As President-Elect, Lee will chair the committee.

Jeff Hunt, Worship R&S Chair

Jeff is interested in staying on the board and is looking for a Worship assistant chair for the next year.

2017 ILMEA Convention

- **Thursday:** Reading Session (Location TBA) and a late IL-ACDA evening reception
- **Friday:** ILACDA Board meeting at 8:30 AM. Location TBA
- **Reception location** The President's Room at the Pere Marquette was suggested by Deb

- The Lexus Room or the rooms in the 400 hall at the convention center were also suggested
- Catering is available
- Jennifer Seiler volunteered to find a venue

Dan Wagner: Podium Report

The Podium articles are due now. If you have an article, send it to Dan. Dan will let us know of the next deadline and the R&S articles needed.

2017 Harold Decker Nominations

Nominations from the membership are due in November or December. The Past-President is in charge. The board will vote in the January meeting. The website has information about nominations.

Open IL-ACDA board Positions

- Male Choirs-Mark Grizzard may continue as a board member if he has time to start a male festival
- District 1 Representative has been asked
- Treasurer in the fall of 2017. Dennis reported that the treasurer position is an appointed one
- Show Choir Chair- The position is open

Payments to schools or venues that host ILACDA events

Brandon Catt suggested that we should make a donation to schools who host events. The board reported that many IL-ACDA festivals are already building a donation into the cost. Example: COD has to pay a fee. The board agreed that if there was no expense for a venue, a donation of up to \$250 should be included in the budget for the event. Deb made a motion to approve and Jennifer made a second to the motion. All were in favor.

Should we pay some or all of the dues for first year teachers?

It was decided that we table the discussion until January. Lee suggested that we look at other state models. The general consensus was that we should discount the ReTreat rather than offer a free membership.

Amy suggested that we contact new teachers in January about the retreat and offer a discount.

Recognition to Deb and Sean- *ChorTeach* is ACDA's online journal for ideas and techniques. Both had articles that were accepted and published and now they have a national audience. Congratulations!

Notes respectfully submitted by Laura Coster

Report on the Retreat Assessment Meeting on Aug 28th.

The meeting was held at Plainfield North HS. Present were Debbie Aurelius-Muir, Karyl Carlson, Laura Coster, Jason Hawkins, Andy Jensen, Lee Kesselman, and Dennis Morrissey.

Karyl shared the survey results from people who evaluated the Retreat. Results were overwhelmingly positive.

1. 90% said the retreat was a 5 or a 4.
2. Wonderful comments were made about the clinicians.
3. Some were disappointed there wasn't more time with the clinicians.
4. People enjoyed the retreat but wanted more time....especially the men because of the time spent working on the SSA composition.
5. Adding a clock watcher was helpful.
6. Having a passing period was a nice buffer.
7. Dennis will check with the vendors if they liked being in the same room with the sessions.
8. The board agreed that we need to get better value for the clinicians.
9. Lee-brought up using a retreat administrator. ISU offers this from their "Convention Service" Their convention rate is \$15 per person and 4% of the charge.
 - a. Amy created a task list of all the things she did at the retreat and Lee is suggesting that we hire someone to take care of all of these duties so that the treasurer is handling the money and checks and not everything else.
 - b. Amy also discussed how Leslie handled the Naperville Convention. More volunteers are needed to manage all of the registrations and the performing choirs and programs/ushers. Leslie Manfredo had only one 30-minute break at the Naperville convention.
 - c. Amy asked if a convention service would handle the parking administration.
10. Amy reported that Nationals is putting the division accounts into the cloud this year. The following year, the states will go into the cloud.

2017 Summer Retreat- June 28-29

All the feedback goes into making the best decisions for next year. We talked about how to make more time for the clinicians. Reading sessions were discussed in their organization and expense. Lee and Dennis will discuss how to manage the convention in a way that we can afford.

Headlines for next summer are Dr. Sandra Snow and Dr. Dennis Afonso. We usually aim for 7-8 hours with each of the clinicians.

Lee shared some of the strengths that Sandra and Daniel offer:

Daniel-Latin American Music

Sessions can include:

- Repertoire/reading session on style
- How to teach Latin American music
- Advocacy-Why to teach this music
- Socio-political information
- Music of Latin Pop, Rhythmic Folk Music at all levels
- Movement can be included

Sandra Snow-Possible sessions include:

- Women's Pedagogy for the younger singer to university level
- Vocal technique
- Re-HEAR-sal: Connecting hearing sound
- Reading session that deals with composition...discussion teaching techniques
- Interactive conducting master class
- She will conduct the composition winner's piece

Notes respectfully submitted by Laura Coster