

Fall 2023 IL-ACDA Board Meeting Minutes

September 23, 2023, 10:00am-12:00pm via ZOOM link

In attendance: Cory Boulton, Amy Branahl, Nick Brockcamp, Liza Calisesi-Maidens, Laura Coster,

Dan Gregerman, Roland Hatcher, Ali Kordelewski, Cristian Larios, Paul Laprade, Kate Lee, Irene Leites, Nythia Martinez, Janet McCumber, Aaron Mejerada, Carol Munn, Paul Nielsen, Puja Ramaswamy, Abby Risner, Juliane Sharp, Kayley Smetana, Brian Winnie, Elizabeth Zarley

1. Welcome, and Introduction of New Members: Paul Laprade
 - a. Welcome to Puja - Secretary, Roland - District 7 Rep, Kate - DIC Chair, Amy - Podium Editor
2. Minutes: Puja (ByLaws were mailed prior to meeting.)
 - a. New items are in **RED**. Adjusted language of the ByLaws to match National. Took out pronouns. Added new positions such as Social Media Chair. Took out the geographical districts in Article 11 and referred to ILMEA website for district information. Changed Vice-President to Past-President.
3. Treasurer's Report: Paul Nielsen
9/15/23 Reconciliation Summary
 - a. Starting balance was \$47,957.14
 - b. Current Balance is \$46,868.78
 - c. Note: Allotments from National have decreased due to membership decreases.

Wrap Ups - 2023 Summer ReTreat

- a. Collected: \$6,115.00
 - b. Expenses: \$6,124.49
 - c. NET LOSS: \$9.49
4. Board Reports (Board reports emailed prior to meeting.)
 - a. Addition by Ali - Tentative date for Treble Choir Festival is Thursday, February 15 at College of DuPage.
 5. Verbal Reports
 - a. Liza - It was enjoyable to contribute to the Podium. Wants to continue supporting various festivals and help D1 update membership lists. UIC will offer an Urban Music Education Degree in Fall '24. Justice Choir Chicago Chapter is being relaunched this year. UIC Latin American Music Festival is April 11-13 and Choral Festival is on April 12. Guest headliner is Magdalena Delgado.
 - b. Irene - Community College Festival is in February in Geneseo at the Performing Arts Center. Video and recording will be available.

6. New Business

- a. *Membership* – Color-coded IDs, Memberships, and more: Lizzy and Kayley
 - i. How can we connect our new members at the fall conference?
 - 1. Add a color ribbon to identify yourself/your role. - ex. 2-year Collegiate Director
 - 2. More easily identify ACDA board members with gold lanyards instead of blue lanyards.
 - ii. People will be approaching board members at the fall conference
 - iii. Membership drive (National does this every fall) and complimentary memberships.
 - 1. Ideas from other states: tiered membership - 45% discount year 1, 35% discount year 2, etc. (modeled after Missouri), reach out to new members, do a raffle at IMEC for a free membership
 - a. Paul L - tiered membership will offer us a chance to develop a relationship with new members. Possibly have 2 board people reach out to new members - geographical and topical.
 - b. Liza - can we have a table at the IMEC exhibitor hall? - Pass out swag and music and provide info about IL-ACDA. Paul L will check into it but it might be too late.
 - c. Subsidizing to initiate collegiate chapters
 - 2. Kayley - we need to collect and update data on high school, community choirs, and middle school directors in Illinois not in ACDA - be on the lookout for an email blast before IMEC.
 - 3. Dan - can we offer ACDA swag in addition to half sheets at IMEC?
- b. *ByLaws and Policies* - Governance as a Concern, clarity as a rule (PL)
 - i. Bylaws need to go to the entire membership for a vote.
 - ii. “OnBoarding” (policy)/New Board Positions: PL and Nick B.
 - 1. Current policy - the outgoing board member should be the person to invite and connect a new person for the position they are leaving.
 - a. Disadvantage - we only invite people in our circle, which doesn't allow for access.
 - 2. Proposed policy - advertise the positions at IMEC, on social media, and in other ways to members and non-members. If a non-member were to take on a board position, they would need to become a member of ACDA. If multiple people are interested, the President will get input from the Executive Board to choose the person for the position.
 - a. Amy - can the board vote for the positions via email?
 - b. Ali - what if we had a Google Form for each position where people could also nominate additional people for the position? - Most board members were in favor of this change. Qualifications will be shared with the board. Need to change part C.
 - c. Offboarding - we may lose more members due to this than anything else
 - i. Getting feedback on people's board experience (exit interview)

- d. Janet - qualifications may be too overwhelming for someone who is new to the board.
 - e. PL - will workshop the Proposed Policy
 - iii. Committees (ByLaws portion): PL. and Amy B.
 - 1. IL-ACDA has no clear process for committees. We have not been good about standing committees. Review of Committees Bylaws draft.

Vote: Motion by Paul L and 2nd by Amy. Board voted unanimously.
 - iv. Funding (policy): PL and Paul N.
 - 1. Proposal - By **June 1st** of prior fiscal year of your event - submission of a budget for the event. Form is from National. All individuals receiving payment must have a completed W-9 form. IL-ACDA is a not for profit organization but is not a tax-exempt organization. Do not enter into any contracts by yourself. Please communicate with Paul L and Paul N if you would like to host an event. End of the fiscal year for ACDA is June 30th.

Vote: Motion by Dan and 2nd by Irene. Board voted unanimously.
 - v. Emergency Funding (policy): PL and Exec. Board

Vote: Unanimous vote by board
 - c. *Website acknowledgment*, and current policy for Constant Contact/Web Additions
 - d. *Funding Requests*: (PL)
 - i. DIC – Fall Conference meeting - \$100 for BIPOC reception -

Vottet: Unanimous vote by board
 - ii. Join Voices – Fall 2023 - \$3,500

Vote: Motion by Katet and 2nd by Cristian - Board voted unanimously.
 - iii. Kidder Music- discussion
 - 1. Has been subsidizing our work for IMEC
 - e. *Awards (PL or Laura)*
 - i. Young Director Award nominations- March 1st deadline
 - 1. 10 years or less. Nominate via a letter
 - ii. Harold Decker Award nominations – *January 1 deadline!*
 - 1. 2 letters of support, bio, current resume
 - 2. 15 years of choral service in Illinois, 20 or more years in choral music,
 - 3. Active service in IL-ACDA
 - 4. See IL-ACDA Bylaws (Article XVI. Awards.)
 - 5. The form is on the web. (il-acda.org/harold-decker-award/)
 - f. *Open board positions* (PL)
7. Old Business and updates (PL)
- a. *Meeting deadlines* (board reports, *Podium*, *funding*): Puja, Amy B. & Kristin R, PL
 - b. *Join Voices and DIC update*: Kate and PL

- c. *Composition Contest*- Don Fraser (via PL) - April 1, 2024 deadline
Advertise by Constant Contact, Website, IMEC, Other ideas?
- d. Fall Conference in Urbana on 10/27-28-Update: Laura and Kayley
Laura Coster, chair; Andrea Solya, host; Kayley Smetana, Reading
Session Chair

And...we need you: 6 more presidors, help passing out packets,
help needed esp. for Honor Choir (Sat, at 3pm)
- e. ReTreat 2024 TBA – June 19/20 or July 31/August 1, 2024 (Paul)
- f. *Issues to Address: We need you!* (Paul L.)
 - i. Governance umbrella reconsideration: Polls and Teams
 - ii. Committee *policy* development
 - iii. Other Issues? Conference Choir Auditions; Event Paperwork;
On-boarding; Non-selected members?
Other: _____
- g. *Future Board Meetings-Save the dates!*
 - i. Winter Lunch Meeting At IMEC: Friday, January 26, 2024, 11:30am
(ZOOM option may not be possible.)
Location: Board Room of the Four Points by Sheraton; meals by Puja.
 - ii. Summer 2024 Board Meeting, Tuesday, June 18th, 5 pm
via ZOOM if not aligned with the ReTreat
 - iii. Summer ReTreat TBA (June 19/20 or July 31/August 1, 2024.
 - iv. Fall Board Meeting (virtual) – Saturday, September 21st, 2024 – 10am
 - v. Winter Lunch Meeting at IMEC: Friday, January 24th (tentative date) – in person!

(A word about Jim Yarborough.)

8. **IL-ACDA Calendar of Events**

- Oct. 12-13, 2023 - Honor Show Choir 2023 - John Shaffer and Sean Hoffman, hosts
Wheaton -Warrenville South HS., Kassey Krause, host \$5 Sat performance.
- Oct. 20, 2023 - Join Voices- Chicago NUIE, Grace Yeong and Christopher Owen, hosts
- Oct. 27-28, 2023 (Fri-Sat) Fall Conference 2023 University of IL-Urbana
Laura Coster, chair; Andrea Solya, site host
- January 26th, 2024 IMEC Board Meeting 11:30 Reading Session 3:30-4:45pm
(Jan 25, IL-ACDA reception – Obed and Issac’s ‘Issac and Ellen room’ - 9 pm)
- Feb 7-10, 2024 ACDA Midwest Conference, Omaha, Nebraska
See <https://midwesternacda.org/>
- Feb, 8, 2024 - Treble Festival Central, Washington IL
Lara Reem, chair

Feb 10, 2024 Two-Year College Festival, Geneseo HS Performing Arts Center
(700 N State St, Geneseo, IL 61254) – Irene Leites, chair

Late Feb 2024 (TBA) Treble Choir Festival - Ali K, chair;
College of DuPage/Patrick O'Shea, host

Summer ReTreat June 19/20 or July 31/August 1, 2024

9. Adjourn-

Thanks for serving Illinois ACDA

Gracias por servir a Illinois ACDA

Merci d'avoir servi Illinois ACDA

Tak fordi du tjente Illinois ACDA

일리노이 ACDA를 위해 봉사해 주셔서 감사합니다

Dziękuję za podanie il ACDA