



**Colorado Music Educators Association  
Board of Directors Meeting  
June 9, 2017  
Denver School of the Arts**

**Board of Directors Meeting Minutes  
Includes Executive Committee, Chairs, Chair-elects**

Call to Order- President Butch Eversole called the meeting to order at 2:30 pm.

Review of Meeting Procedures

Discussion Items/Announcements

Conference 2018 updates- President Butch Eversole announced that Dr. Tim Lautzenheiser will be the keynote speaker and the Air Force Concert Band will be the Thursday night performance. At tomorrow's State Assembly meeting we will review the proposals that were made on-line this year, be prepared the chair to be aware, as there may be a few issues that arise, since this is the first year we have used this electronic format. Butch asked that when lists are developed for groups that are selected to perform that the chair share with him if the talent was deep, or not deep. Sean Flanigan asked that we keep in mind small schools and rural schools when making selections. Discussion took place about this issue, and Matt Doty reminded the board to consider schools between a population of 500 – 1,500. It was suggested this issue be placed on the September 2017 agenda.

President Butch Eversole and President-elect Kevin Beaber reviewed the process for nominating candidates to run for CMEA President-elect during the next election. President-elect Kevin Beaber also reminded chairs, and chair-elects that we will be seeking state assembly candidates in the following CMEA districts 2, 4, 6, 8.

Standing Business

The minutes of the January 28, 2017 Board Meeting were presented. A motion was made to accept the minutes as presented.

Moved: Casey Cropp                      Second: Jan Osburn                      motion carried

The CMEA Operations Director presented the Financial Report for July 1, 2016 – May 31, 2017. A motion was made to accept the financial report as presented.

Moved: Sean Flanigan                      Second: Matt Doty                      motion carried

As part of the Financial Report the CMEA Operations Director reviewed the results, recommendations, and findings of the 2015-2016 accountant review and year end financials. A motion was made to accept the accountant review report as presented.

Moved: Jan Osburn                      Second: Sean Flanigan                      motion carried

The CMEA President reviewed deadlines for council chairs for the 2017- 2018 school year. (Articles for fall journal due by August 15<sup>th</sup>, Conference Planning Forms ready by August 19<sup>th</sup>).

The CMEA President reviewed the proposed CMEA dates and calendar for 2017-2018. A motion was made to accept the calendar with the adjustment of the board meeting and conference evaluation meeting in January.

Moved: Matt Doty                      Second: Casey Cropp                      motion carried

#### Old Business

The CMEA Instrumental Music Council proposes that the CMEA Board of Directors accept the resignation of John Bolton from the district 8 instrumental position. The board appointed Karen Olsen to the remainder of the term for district 8.

Moved: Casey Cropp                      Second: Matt Doty                      motion carried

The CMEA General Music Council proposes that the CMEA Board of Directors remove Justin Bankey from the district 8 general music position per CMEA By-laws and list the position as TBD.

Moved: Jan Osburn                      Second: Matt Doty                      motion carried

#### New Business

The CMEA Executive Committee proposes that the CMEA Board of Directors adopt a proposed working draft of a 2017-2018 operating budget with final approval being brought forward at the September Board of Directors Meeting.

Moved: Kevin Beaber                      Second: Jan Osburn                      motion carried

The CMEA Executive Committee proposes that the CMEA Board of Directors approve the following changes in conference registration fees for the 2018 conferences to cover the increasing costs associated with hotel related fees:

- Non-member pre-registration increase by \$15.00 to \$245.00
- Non-member Retired pre-registration be increased by \$5.00 to \$110.00
- Tri-M registration increase to \$35.00
- Active on site increase \$10.00 to \$215.00
- Non-member on-site registration increase by \$120.00 to \$280.00

Moved: Kevin Beaber                      Second: Casey Cropp                      motion carried

The CMEA Executive Committee proposes that the CMEA Board of Directors approve the Colorado Convention Center Contract for the All-State Middle School Choir. The contract is the same contract as in past years and the minimum cost for the All-State Middle School Choir is \$17,129.50. Expenses above the initial contract are for pianos, chairs, tables, security, fire, police, and union technicians in the Bellco Theater.

Moved: Matt Doty                      Second: Sean Flanigan                      motion carried

The CMEA Executive Committee proposes that the CMEA Board of Directors approve the letter of Engagement as presented from Ruben Brown LLC to complete the annual CMEA Financial Review and 990 tax forms and filings for three years from 2018 - 2021. The estimated costs for these services will be \$12,750.00 with a 3% increase in fees per year.

Moved: Casey Cropp                      Second: Jan Osburn                      motion carried

The board engaged in a discussion on the redevelopment of the CMEA web site, submission of conference audition materials electronically including use of scores for auditions, and use of on-line electronic files for future board meetings. For on-line submissions for conference auditions, files should be MP3 files all of the same size. A motion was made for the Operations Director to move forward in issuing an RFP for the redesign and upgrade of the CMEA web site and on-line submission capabilities.

Moved: Jan Osburn                      Second: Sean Flanigan                      motion carried

Adjournment- President Butch Eversole adjourned the meeting at 4:11 pm.