



**Colorado Music Educators Association
Board of Directors Meeting
February 25, 2021
Meeting via Zoom Format**

Board of Directors Meeting

Call to Order- The meeting was called to order at 4:34 pm by President Kevin Beaber.

Discussion Items

President Kevin Beaber provided the Board an update on Colorado Department of Health Performing Arts Guidelines from a recent phone call that Bethany Brookens from CHSAA, Dr. James Weaver from the NFSA, William Kohut representing CMEA, and President Kevin Beaber participated in this call. Kevin explained that CMEA pushed back on the current guidelines and expressed concern that athletics seemed to have fewer restrictions than performing arts. In addition, CMEA voiced concern that data from the Aerosol Study conducted by the NFSA was not used and that a study done by CSU-Fort Collins data was used. Ultimately, CDE and CDH would work together to attempt to create a dial similar to the dial used in communities to set performing arts guidelines around transmission levels.

Kevin reported that new guidelines are posted on the CDE website, and CMEA will again push out the links to these guidelines through the monthly newsletter and on the website. Craig Westwood suggested that CMEA put great emphasis on communications that these are merely guidelines.

The CMEA Executive Director provided the Board with a status update on the application to reconsider additional Corona Virus Relief Loan funding from the Small Business Administration. CMEA applied for additional funding on July 14, 2021, when it became clear that CMEA would suffer a more significant economic impact than initially anticipated during the 2021-2022 fiscal year. In October, CMEA received an email from the SBA stating that the IRS form 4506-T request for transcript form was filled out incorrectly. CMEA's Executive Director questioned why we would fill the form out with different fiscal year-end dates than our actual year-end dates. Ultimately, Bill was instructed to complete the form with year-end calendar dates and fiscal year end-dates and to resubmit the form. As anticipated, this caused the IRS to determine CMEA had not filed tax returns that matched the fiscal year-end dates. CMEA received a letter from the SBA on December 22, 2020, requesting 15 bullet point items for documentation to reopen the reconsideration. After 750 copies and several hours of work, the reconsideration package was resubmitted on February 12, 2021.

CMEA Executive Director William Kohut reviewed the Google Evaluation Document results from the virtual conference. There were 102 responses out of 577 registered participants, and the majority (average of 84.4%) were very positive. The Board was able to gather some excellent suggestions for the 2022 conference for planning purposes.

Upcoming Communication Deadlines- CMEA Executive Director William Kohut reviewed the forthcoming deadlines for CMEA Publications with the Board.

March Newsletter- one paragraph welcome from each new council chair by February 28
Spring Journal- one-page article from each council chair by March 15

Old Business

The CMEA Executive Committee recommends that the CMEA board approve the amendments to the adopted 2020-2021 operating budget based on revenue and expense actuals to date and estimated revenue and expenses for the remainder of the year.

M- Sean Flanigan S- Pete Toews *motion carried*

The CMEA Executive Committee recommends that the CMEA board approve the minutes of the October Board Meeting as presented.

M- Cynthia Eversole S- Cathy Keller *motion carried*

New Business

The CMEA Election Commission recommends that the CMEA Board approve the election results from the January 2021 election as presented.

M- Pete Toews S- Sean Flanigan *motion carried*

The CMEA Board recommends that the CMEA Board approve the 990 Federal Tax Form as presented from the CMEA Accountants.

M- Cathy Keller S- Tanner Oharah *motion carried*

CMEA Executive Director William Kohut provided the Board with an updated financial report that included revenue and expense forecasts for the remainder of the 2020-2021 fiscal year, an overview of anticipated debt at the end of the fiscal year, an overview of the virtual conference revenue and expenses, and recommendations for budget planning for 2021-2022. The outlook for CMEA for year-end is a deficit of approximately <-\$2000.00>. CMEA has established a “Donation Link” on the main page of the website. Currently, any donations will be used to offset the cost of our estimated deficit. In the future, the DEI task force will develop a policy for the Board to consider for these donations to be used for All-State Student fees for students who cannot pay these fees. The CMEA Executive Committee recommends that the CMEA Board approve the current financial report as presented.

M- Sean Flanigan S- Cynthia Eversole *motion carried*

The Board engaged in a discussion on the parameters for selecting honor-performing groups for the 2022 conference. The Board discussed if travel of student groups would be possible in January of 2022, would certain grade levels have groups to submit, and would groups be generally smaller in scale. The Board was unanimous in support of a later submission window

for honor performing group submissions. The Board agreed that the submission window would open on August 15, 2021, and close on November 5, 2021. There was also general agreement that perhaps more chamber ensembles, alternate ensembles (i.e., Mariachi, Guitar ensembles, rock ensembles, etc.) should be considered. It was agreed that all submissions must still be from a live recording either from the 2020-2021 school year or recorded in the fall of 2021. The Board suggested that any group, regardless of the year of their last appearance at CMEA, be considered for a performance for one year only. The Board also discussed that groups could also demonstrate how they overcame obstacles during the past year, how they can model performance with less-than-ideal instrumentation or voicing, and how groups could also serve as a demonstration group for a clinician and only prepare 1-2 pieces for actual performance, removing the burden of preparing a full-length concert for CMEA. President Kevin Beaber will take these suggestions into consideration and work with the chairs, chair-elects to design an online submission form for the 2022 conference based on this conversation by the June Board meeting.

The Executive Committee presented a timeline for CMEA meetings and deadlines for March 1, 2021 – June 2022. The Board discussed this timeline and amended some dates to reflect better the end of the 2020-2021 school year and the 2022 CMEA Conference Dates.

M- Pete Toews S- Tanner Oharah *motion carried*

CMEA Executive Director William Kohut provided the Board with a draft of the Maryland MEA Partnership Agreement. He strongly recommends that the Board consider this agreement and approve the agreement. A motion was made to enter into this revenue-sharing agreement with the Maryland MEA and to promote their summer workshop to our Colorado members.

M- Sean Flanigan S- Tanner Oharah *motion carried*

Adjournment- The meeting was adjourned by President Kevin Beaber at 6:48 pm.