

**Greater New York Region #15
Regional Management Team Meeting
10 a.m. to 4 p.m., May 10, 2008
Baldwin, New York**

The spring meeting was called to order by Team Coordinator Peggy DiSunno at 10:40 a.m. In attendance were Heather Collins, Communications Coordinator; Dolly Power, Membership Coordinator; Lisbet Kline, Education Coordinator; Dana Dunlevy, Marketing Coordinator; Carol Schultheis, Events Coordinator; Carole Argulewicz, Director Coordinator; and Jeannie Allen, Finance Coordinator. Arlene Gunther, a candidate interested in the Team Coordinator position, was a guest at the meeting. The outgoing Education Coordinator, Harriette Walters, dropped in briefly at the end of the meeting.

Peggy started the meeting by reviewing accountabilities from prior meeting in February. She also agreed to handle recording accountabilities from this meeting. She then handed the meeting over to the coordinators for their team reports. Here is a synopsis of salient points.

Communications Coordinator: Heather Collins

- Heather submitted a report of actions taken since the prior meeting.
- Heather provided a review of the pending nominations for the terms opening on May 1, 2009: Communications Coordinator, Director Coordinator, Finance Coordinator and Team Coordinator. The Nominating Committee includes Cari Salvadori, Kathleen Wright and Heather Collins. Taglines discussion: The team talked about who should pay the printing costs for printing Taglines for the ones who don't get it: the chorus vs. the region. Heather and Peggy were asked to remind the Team Coordinators about having information and the Taglines printed for each chorus member that doesn't get e-mail. The team was encouraged to remind choruses that coordinators should give Heather emails to include on the Taglines distribution. Heather agreed to put current and old issues of Taglines on the Web site.
- Heather is working on the State of the Region report and will distribute to the team for review and approval on June 15, so that it can be submitted to International by June 30.

Finance Coordinator: Jeannie Allen

- Jeannie submitted a report summarizing her actions since the last meeting.
- There was a discussion of the budget for new fiscal year. One item that was of particular interest was how TRAX expenses should be tracked and whether or not the event should be handled as a profit-maker for the region.
- Lisbet requested more information about how money should be distributed among the various education events and flexibility regarding existing line items. Carole suggested that Lisbet and Jeannie work through a plan to change how the money is handled for 2009 to 2010. Essentially put together a wish list of how the funds should be divided between education for Directors, Quartets and General Membership. They will present this at a future meeting. Along this line, Lisbet mentioned that dates and priorities for regional education events may change in the future (2010) based on International priorities.

- Dana asked a question about procedures regarding finances and how certain expenses are approved. The team agreed that an expense over \$100 would need approval by the RMT. It was also agreed that Jeannie should put together a list of expense procedures for the team.
- Ways and Means discussion: Some members of the team expressed concern over whether or not we should add a fund-raiser. There was a general discussion of how the region can make money. One suggestion was to revisit how boutiques are handled and what percentage of the income could be allocated to the region. It was suggested that Dana come up with a couple of ideas for ways and means, by talking to individuals outside the region. She will discuss ideas with Jeannie.
- Jeannie suggested that we move the RMT meeting in May 2009 to a bit later in the month so that end of the year budgets and balance sheets can be discussed more thoroughly.

Team Coordinator: Peggy DiSunno

- Peggy submitted a report summarizing her activities since the prior meeting.
- Anita Larsen has edited the entire Standing Rules for Region 15 and sent back changes to Johanna Herudek. The bulk of changes were for descriptions of coordinators. Johanna is finalizing the corrections and will give them back to Peggy for distribution.
- Peggy suggested that main topics for future Road Show visits should focus on the Strategic Plan and on the new Taglines format.

Director Coordinator: Carole Argulewicz

- Carole submitted a written report summarizing her activities since the last meeting.
- Carole discussed the impressions from the judges post-contest and how to disseminate the information each year after competition. Lisbet recounted her conversation about the same topic with Carol Schwartz at International. It was decided that Carole should be sending the information to both directors and quartets, directing individuals to direct questions to her.
- Because of the Directors' Seminar in Detroit from July 22-25, 2009, the team discussed eliminating the Regional Director's weekend in 2009. This matter was tabled pending further discussion.
- Carole and Carol reviewed who had registered for the Musical Leaders weekend: Went through who had not registered as of the deadline. She will follow up with choruses who are not represented.
- Metro Rhythm contacted Carole A. about their director search.
- DCP: Lisbet will handle this moving forward. There still has not been anyone appointed to handle this position although she has someone in mind. Note: After the meeting, this decision was reversed.
- Quartet Coordinator: There was no final resolution on this.
- Carole reported that 21 of the quartets out of 36 had used coaching funds in the past year; and 12 choruses used the coaching funds in the past fiscal year.

Membership Coordinator: Dolly Power and Lisbet Kline

- Lisbet submitted a written report summarizing her activities since the last meeting.
- The team reviewed any specific issues that the regional choruses might have and identified those that might benefit from special support and a visit.

Education Coordinator: Lisbet Kline

- Harriette Walters, the outgoing Education Coordinator, submitted a written report summarizing her actions since the last meeting.
- Lisbet said she will mail seminar registrations via snail mail in addition to making sure they are on the Web site.
- A Learn Arm Waving school planning with the Director Coordinator will be included during a future TRAX event.
- Leadership Development and Standing Committees: Lisbet outlined her education team and positions still to be filled, including DCP Coordinator and Quartet Coordinator. She also reviewed her plans to create a regional faculty resource pool and suggested that all RMT members should be able to teach a class on their given areas of expertise. Lisbet submitted written plans for both the regional faculty and the education team.
- Lisbet introduced an idea for revamping regional songs. She suggested buying the Mass Sing song book and learning CDs for each chorus at a cost of \$787.50 to the region. (Choruses would need to purchase the per-copy music for their members.) The initial songs will be: Best of Times, Send Your Love, San Francisco, Harmonize, That's What Friends are For, We'll Meet Again, How We Sang Today. The team agreed to support this decision.
- The songs We'll Meet Again and Best of Times will be used for the next TRAX as the seminar music.
- Lisbet suggested that the region consider holding PVIs on a rotating basis throughout the year instead of just at TRAX. She is working on a plan to accommodate this.
- It was suggested to change the language for "Director's Seminar" to become "Music Leaders" workshops. This way we can accommodate more than front-line directors. In addition, it was stressed that EVERY CHORUS should be sending someone to the ongoing leadership seminars. Both musical and administrative leaders. The Director Coordinator, along with the Education team, will look at different individuals to handle this training in the future. This is another matter for future discussion.
- Carole and Lisbet are making overtures to other nearby regions to pool money for intraregional education activities. There has been outreach to Region 15, as well, by other regions. We're looking at Region 19, Region 16 and Region 1.
- There has been a suggestion for a Quartet seminar. Lisbet is working on plans to handle this.
- There was a lengthy discussion about TRAX. Lisbet's goal is to get 500 people to the seminar each year. Currently about 300 attend. The following content is being planned for TRAX 2008, which focuses on the Star Within. (A full outline was submitted by Lisbet.):
 - Women of Note Award, recognizing outstanding individual contributions. This will be handled by Dolly Power.
 - The RCC/RMT Leadership training was confirmed for half day on Friday, Sept. 12. Starting at noon.
 - Lisbet will look into whether some PVIs can be offered on Friday afternoon, pending availability of rooms and individuals who can handle.
 - There will still be a quartet mixer on Friday night.
 - Jean Barford will run classes all Saturday morning then she will have a frontline director lunch. Lisbet and Harriette are discussing content for after lunch, as there

will be a break during which there should be some specific content. Heather suggested doing an electronic communications class.

- After the break, Jean will handle the rest of the afternoon's content.
- On Saturday night, we'll debut the Regional Star Chorus (directed by Peggy DiSunno), which will consist of handpicked singers. Jean Barford will handle riser placement and also coach the chorus, which will perform on Saturday morning.
- After the coaching and dinner, there will be a Love Gift celebration for a.k.a. and Hickory Tree, our International competitors. The hostess chapter Liberty Oak will also perform. Each chorus will be asked to make a special awards presentation and this will be more formally planned and orchestrated. An afterglow will be held and groups will be invited to sign up to sing, if they want.
- On Sunday morning, Dolly Power will emcee a series of activities including the Women of Note presentation, a performance by the Regional Star Chorus, and a Fun Quartet Competition.
- In the future, we're talking about holding a Young Women In Harmony Quartet competition during the TRAX weekend, where the winner may be sponsored by the region to participate as Region 15's representative at the internationally held Rising Stars contest. This event could debut by TRAX 2009.

Marketing Coordinator: Dana Dunlevy

- Chris Klepeis, the outgoing Marketing Coordinator, submitted a written report summarizing her actions since the last meeting.
- Dana said she will follow up with international about jumbotron advertising at international for a.k.a and Hickory Tree.
- Dana encouraged the team to tout their appointments to the RMT, and several newspapers picked up the press release she put together for us.
- Dana will follow up about the Young Singers Foundation Silent Auction donation from Region 15.
- Will create a marketing group on Yahoo for the Region 15 Marketing Coordinators so they can share ideas.
- She will continue to encourage the use of the Sweet Adelines name and logo, when appropriate, on all marketing materials. This is the foundation criteria for earning the ComAct award, which will be evaluated this year by Dana's team. Moving forward, ComAct will be handled as a marketing activity. This was a transition year.
- Will look at publicizing TRAX and regional contest events in the future.

Events Coordinator: Carol Schultheis

- Carol reported that she has three women that are agreeing to work with her on the events team. So, she should have a successor in place. This starts her second term.
- In region training for November was discussed: Peggy needs to check with Sharon Babb about the exact time. This will be both Saturday and Sunday.
- There was a TRAX fee discussion. Fees were reduced by \$20 for those attending the full weekend.
- There a discussion of TRAX dates for September 2009: The dates of Sept. 11 to 13 were tentatively set.

- Carol will put together a spec sheet of the hotel facility needs for regional convention. This was a suggestion made by Beth Fulton at Harmony Celebration during a recent RMT Road Show visit.

New Business: All Coordinators

- Peg reminded the team that each Coordinator should be training their successor. Getting members to participate continues to be a challenge.
- The team discussed the recommendations for the RCC, which were directed to Jeannie Allen for their consideration.
 1. Include Thursday night's regional reception at contest on the master schedule for the weekend.
 2. Mass Sing timing. Carol communicated that the event is supposed to take place when outsiders can hear us, so Sunday morning will still be the time set aside for this activity. Carole A. will think through the timing.
 3. There was a debate over flat-floor rehearsals. Lisbet expressed concern over why they were cancelled, pointing out that smaller choruses without large hotel suites don't have adequate rehearsal space. This discussion was tabled pending our joint meeting in September with the RCC.
 4. It was suggested that all directors should be recognized at contest, whether they compete or not.
 5. Harriette Walters suggested that the region look into a Chorus Shell for future contests. It is her opinion that one reason for the low scores in Region 15 is because we don't use one. She discouraged the RCC from looking at future contest venues requiring bussing, pointing out that this can be an enormous expense.
- Harriette brought up the concept of leadership education being very important. She reiterated that Region 15 needs to stay on the cutting edge with these programs.
- Two new awards were discussed as potential for future competitions. Both would have to be presented on Saturday night, as they are not Internationally sanctioned. The first idea involved naming a Most Improved Quartet. The team liked this idea and agreed that it should be a certificate. Peggy will research other regions who have this award to determine guidelines. These guidelines will then be approved by the RMT. follow up and look into adding this to the Standing Rules, through Johanna Herudek. The second suggestion was an Audience Favorite award. Because of the logistics associated with doing this for both the chorus and quartet competitions, this idea was tabled for future discussion.

The meeting was adjourned at 4:45 p.m.

Respectfully Submitted,
 Heather Collins
 Communications Coordinator, Region 15