

Ohio Choral Directors Association

Minutes - Winter Board Meeting

January 11, 2020

Roush Hall Board Room

Otterbein University

10:00 a.m.

Present: Brandon Moss, Rich Schnipke, Beth Vaughn, Kent Vandock, Eric West, Amy Gelsone, Jennifer Call, Hilary Apfelstadt, Tim Cloeter, Laurel Labbe, Alyssa Schott, Libby Hainrihar, Meredith Smith, Josh Dufford, Brad Pierson, Brad Naylor, Jared Joseph, Mario Buchanan, Doug O'Neal, Laura Kitchel, Holly Pemberton

Absent: Franklin Miller, Sarin Williams, Sarah Baker, Lei Ramos, Marie Bucoy-Calavan,

I. Preliminary Reports

- Call to Order by President Moss at 10:00 am
- Introductions
- Minutes (Beth Vaughn)
 - Minutes from the Fall Meeting will be sent before the Summer Board meeting and will be approved and voted at that time
 - Table approval of Fall Minutes
- President's Report: (Brandon Moss)
 - Update on proposed Region Merger between Central and North Central Regions
 - It passed by a majority vote in both regions
 - The vote now moves to national vote of the entire membership
 - If passed at the National Level the name will be determined by the 2 regions
 - See email from 9.27.19 from ACDA for more information
 - Central/North Central Region Conference, *Joining Voices*, Milwaukee
 - March 4-7, 2020
 - Summer Conference 2020
 - June 22-24
 - Clinicians – Janet Galvan, Jacob Narverud, Zeb Highben
 - **All members can help recruit and promote summer conference**
 - **Add promo to email signature line, share on social media, promotional video upcoming from Conference chair Jared Joseph**
 - Charges to Board and Check-in
 - Membership/Retention – **share your success stories!**
 - Summer Conference – **keep promoting and sharing why you go and what you get out of conference!**
- President-Elect Report (Doug O'Neal)
 - OMEA Reading Sessions in Convention Center, Hall C
 - ELEM: Thurs., Jan. 30, 12:30-1:30PM
 - MS: Fri., Jan. 31, 2:00-3:00PM
 - HS/UNIV: Sat., Feb. 1, 8:00-9:00AM
 - **Board members please attend to help out! Flyers will go out for summer conference and summer honor's choir**
 - **Please stick to timelines for those presenting the music**
- Treasurer's Report (Kent Vandock)
 - **See Appendix A**
 - 2019

- Networth
- Income/expense comparison
- Spending by category
- Reminder to be aware of area and budget
- When turning in receipts make sure to mark what it is for so it can be recorded accordingly
- Treasurer printing report
 - **Motion: to approve Treasurer's Report**
 - **Made by: Rich Schnipke**
 - **Seconded by: Tim Cloeter**
 - **Action taken: motion passed**
- OCDA News Editor Report (Tim Cloeter)
 - Profitable – \$717.00 profit above costs
 - Pemberton – updated board about success of obtaining advertisers
 - News is meaningful and worthwhile – thank you
 - Schedule of submissions – **see Appendix B**
 - **Keep him informed if you run into issues with assigned deadline**
- Information Technology Coordinator Report (Eric West)
 - Please give ample time to complete a request for something to be uploaded to the website or disseminated to the membership
 - Give Chair West the exact wording and what you want passed on
 - Constant contact – can send out something quickly
 - Will be in contact with those for summer conference items
- Chair Reports
 - Membership (Libby Hainrihar)
 - Sing Up! campaign – wrapped up mid-November
 - Gave away all 10 memberships!
 - If you have people in mind who could benefit next year – start working on them now!
 - Recognized by National for adding most new members – 31!!
 - Student membership growth as well
 - Current membership – pretty consistent
 - **Number one thing to do – if you know someone - invite them; if you are a region chair – contact those who may be new to your area; invite colleagues who may be non-members; or remind those who may have a lapsed membership**
 - Personal contact is key!
 - Investment Committee (Kent Vandock)
 - Investment statement **See Appendix C**
 - Investment Committee met
 - No changes recommended
 - June 2018 – started
 - \$50,000 initial amount
 - First 2% of positive returns will be added to principal
 - Above that are available to board to expend as deemed necessary
 - Strong year – 9.57% return
 - Summer Conference (Jared Joseph)
 - Conference video will be put on Facebook and website – share!
 - Next year's is goal to have videos and pictures from previous conference

- Conference flyer ready for newsletter
 - Monday evening event will be different– “Beer Choir”
 - Conference party – Bob Rogers graciously increased their sponsorship
 - Fairfield Inn and Suites – blocks of rooms will be available
 - Rooms will be active by OMEA conference – conference registration
 - \$119 a room
 - On campus – no price known at this time
- Children’s Honor Choir (Jennifer Call)
 - Jeanne Wohlgamuth – guest director
 - Nomination Form will be online by OMEA conference so teachers can start nominating
- High School Honor Choir (Josh Dufford & Meredith Smith)
 - 2 clinicians
 - Rich Schnipke – Men’s Chorus
 - Sandra Mathias – Women’s Chorus
 - Poster is made – teachers can start nominating by OMEA
 - New this year – event will be headquartered at Cowan Hall
 - **Recruit - Personal connections go a long way**
- Elementary Festival (Lei Ramos)
 - NE Festival--Feb. 29, College of Wooster
 - NW Festival—March 14, Bowling Green Performing Arts Center
 - Encourage elementary teachers to register
 - January 31st is deadline
- Mentorship (Brad Pierson)
 - No Report
- Historian (Amy Gelsone)
 - No Report
- Retired (Hilary Apfelstadt)
 - Matching up retired members with teachers looking for clinics in preparation for OMEA Large Group Contest
 - See email sent out to the membership on January 21 for more information
 - Maybe it’s a possibility to offer mileage to the clinician
 - Suggested to use money from the Membership line item or bump up Travel Reimbursement in the budget
 - Look at investment account as possible use for this item
 - It was suggested to start small and use the money in membership (\$250) and see how far that goes during this trial year?
 - Could possibly help recruitment for membership
 - **Motion – Move to cover mileage for clinicians working with active teachers from travel budget**
 - **Made by: Kent Vandock**
 - **Seconded by: Amy Gelsone**
 - **Action taken: Motion passed**
- Exhibits (Holly Pemberton)
 - Getting some interest for this summer’s exhibit hall
- Past President’s Council (Rich Schnipke)
 - This year’s elections—EC and NW Region Chairs
 - **Need nominations from membership**
 - Distinguished Service Award—nominations due March 1

- Previous recipients – on website
 - Nomination requirements online as well
- Student Chapter Rep. (Alyssa Schott)
 - Movement for \$5 first time student membership – worked well at OSU
- SC Region (Sarin Williams)
 - No report
- SW Region (Sarah Baker)
 - No report
- NE Region (Jennifer Call)
 - No report
- NW Region (Brad Pierson)
 - No report
- EC Region (Franklin Miller)
 - No report
- Repertoire & Resources Coordinator Reports
 - Youth (Laurel Labbe)
 - No report
 - Collegiate (Marie Bucoy-Calavan/Laura Kitchel)
 - Collegiate Commissioning Consortium
 - 15 responses – there is interest – needs board approval
 - Fee divided between schools
 - Fees go to OCDA then to composer
 - **Motion: OCDA supports the commission consortium and serves as the financial coordinator**
 - **Made By: Rich Schnipke**
 - **Seconded by: Brad Pierson**
 - **Discussion** – Previously there was a PayPal option? That would incur a fee so we would have to inflate the price online to offset that fee. Communicate options to those participating
 - Timeline – hopeful 2021 completion
 - **Action Taken: Motion passed**
- Lifelong (Mario Buchanan)
 - Nothing to report
 - Cannot be at summer conference but will have replacement
- Repertoire Specific (Brad Naylor)
 - No report

II. Old Business

- Process for awarding scholarships (Brandon Moss)
 - Ayling outing has collected \$1500 over last 3 years
 - Want to provide scholarships for conference
 - 1 student and 1 active scholarship per year (as long as funds are available)
 - Online application – see website
 - Answer questions: How would they benefit from conference and utilize skills learned at conference?
 - Applications due 30 days prior to conference deadline
 - Region chairs serve as committee to decide recipients

- **Motion: To provide 1 student and 1 active member scholarship to the Summer Conference through an application process**
 - **Made by: Jennifer Call**
 - **Seconded by: Hilary Apfelstadt**
 - **Action Taken: Motion passed**
- Storing OCDA Archives at Bowling Green (Rich Schnipke)
 - Tabled until summer meeting
- Process for sponsoring OMEA sessions (Brandon Moss)
 - OCDA sponsored sessions
 - \$400 budgeted each year for these sponsored sessions
 - “Quality control” for choral offerings
 - We have an agreement with OMEA already in place
 - We submit 4-6 proposals by May 31
 - In addition to 3 choral reading sessions given by OMEA
 - We have our own process to pick these 4-6 sessions to present to OMEA and we would upload to OMEA portal
 - Need submission form online
 - Due date of about May 1 to give time to go through apps and let those who may not be selected to apply on their own
 - Committee – R&R chairs and executive members
- Other old business (from floor)
 - Doug O’Neal/Brandon Moss– still has repertoire books/binders
 - Bring to summer conference

III. New Business

- Next Direction Choral Leadership Conference Sponsorship (Brandon Moss)
 - Started as summer offering for high school students
 - Started a collegiate portion now – held in Wisconsin
 - Leadership skills, dynamic rehearsals, understanding conducting/gestures, power of music, collaborating with teachers, networking, etc.
 - Trying to get state to provide 2 scholarships
 - Cost \$350 (not including transportation)
 - Jefferson Johnson – featured conductor
 - Initiative – in the future, try to get every state to do one of these conferences/events
 - **Motion: OCDA will sponsor 1 collegiate student for the \$350 registration fee which will be taken from the Sponsorship line item in the budget**
 - **Made By: Rich Schnipke**
 - **Seconded by: Eric West**
 - **Action Taken: Motion passed**
- OCDA Representation at OMEA:
 - Presenters—Megan Boyd, Marla Butke, Justin Caithaml, Jay Dougherty, Jason Falkofsky, Eva Floyd, Dara Gillis, Libby Hainrihar, Lynda Hasseler, Laura Kitchel, Alexander Looney, Holly Lewis Pemberton, Brad Pierson, Chad Pittman, Thai Sribanditmongkol, James Vaughn, Chris Venesile, Sarin Williams, Jeanne Wohlgamuth
 - Performances—Sarah Baker (Little Miami Select Women’s Chorale); Marie Bucoy-Calavan (University of Akron Concert Choir); Hank Dahlman (Wright State Collegiate Chorale); Paul Mayhew (Ohio University Women’s Ensemble); Brody McDonald

(Kettering Fairmont Eleventh Hour); Tony Nims/Bret Albright (Walnut Hills Senior Ensemble); Richard Schnipke (BGSU Collegiate Chorale); Chris Venesile (Kent State Nova Jazz Singers); Robert Ward (OSU Men's Glee Club)

- OCDA Representation at ACDA Central/North Central Region Conference:
 - Presenter—Jay Dougherty
 - Performances—Amy Blosser (Bexley Vocal Ensemble)
- Other new business (from floor)
 - Jennifer and Doug – 11:35

IV. Official adjournment

- **Motion: to adjourn meeting**
 - **Made by: Jennifer Call**
 - **Seconded by: Doug O'Neal**
 - **Action Taken: Motion passed**

V. Lunch/Small group work/Networking

OCDA Board Meetings:

- Monday, June 22, 2020 Summer Conference Board Meeting at 10 a.m. in Roush Hall Board Room, Otterbein University

Other Important Events

- OMEA Conference 2020 – January 30 – February 1, Cincinnati
- ACDA Central-North Central Region Conference 2020 – March 4-7, Milwaukee
- OCDA Summer Conference 2020 – June 22-24, Otterbein University
Headliners: Janet Galván, Jacob Narverud, Zebulon Highben

Respectfully Submitted,
Beth Vaughn
OCDA Secretary

Appendix A – Treasurer’s Report

Ohio Choral Directors Association Winter Board Meeting
January 11, 2020

- I. Account Balances
 - a. Checking
 - b. Savings
 - c. Contingency Fund
 - d. PayPal
 - e. Investment Account
- II. Net worth
- III. 2019 vs. 2018 Income/Expense Comparison
 - a. Income
 - i. CHC Income \$630.82
 - ii. Summer Conference Income \$1,672.36
 - iii. Elementary Choir Festival Income \$0
 - iv. HSHC Income \$1,825.54
 - v. \$1,050 from the Golf Outing
 - vi. Advertising revenue held steady
 - b. Expense
 - i. Member dues margin was \$165 more than 2018 (membership increase)
 - ii. \$0.00 in sponsorships in FY 2019
 - iii. Tax Preparation costs were \$85
 - iv. Travel costs remained steady
 - c. Bottom Line
 - i. 2019 income was \$3,371.65 more than expenditures! That was a increase of \$2,255.19 from last year’s gain of \$1,116.46.
 - ii. Our carefully scrutinized budget has put us on a solid financial footing. We must remain ever vigilant of our budgets to ensure that we maintain the integrity of our financial position.
 - d. Top 10 Places we put our Funds
- IV. Audit
 - a. FY 2019—to be completed.
 - b. Audit Services
- V. Taxes
 - a. FY 2019—to be completed
 - b. W-9s and 1099 Miscellaneous are our responsibility; Aeschliman and Company handles this for us. 1099s are being completed and will be mailed shortly.
 - c. If a payee (individual) receives \$600 or more, no check will be issued until a W-9 has been completed.
- VI. Ohio Charitable Trust Act
 - a. FY 2019—to be completed.

- VII. FY 2020 Budget
 - a. Each person is responsible to be familiar with their area and any associated funds budgeted
 - i. R & S Chairs, Mileage, Event Coordinators
 - ii. I am available to assist you if you have any questions.
- VIII. Receipts
 - a. All expenditures must have a proper receipt for reimbursement
 - i. Itemized
 - ii. Alcohol is not reimbursable
 - iii. Submitted reimbursements must CLEARLY indicate what each expenditure is for, so I know how to categorize it!
 - iv. No reason that items don't make it to me within a timely fashion—I should not be getting 2nd and 3rd balance due notices—risks exposing OCDA to late charges!—nor should I get a reimbursement request for an expenditure several months later. Such items will be politely returned to sender!
- IX. Treasurer Printing Report
 - a. Board approval granted for annual reimbursement in 2019
 - b. Report is attached for Board review

OCDA NEWS

Schedule of Submissions by Board Members

One of the fundamental goals of the OCDA News is to help make the leaders of our organization accessible. Your article (and photo) in the OCDA News is an opportunity for you to become better known by the members. It is also an opportunity to serve the organization by providing engaging and relevant content for the newsletter.

The following schedule permits all board members to have a minimum of one opportunity during his/her term to contribute, and attempts to make each issue appeal to as wide a range of members as possible. Additional submissions are welcomed at any time. **Please e-mail your article as a Word document to the editor; please also send a current headshot photo.**

Tim Cloeter, editor • timothycloeter@gmail.com • 262.527.8151 cell

FALL 2019: Volume 40, No. 1 (deadline September 15)

- PresidentBrandon Moss
- Treasurer’s Report..... Kent Vandock
- Summer Conference Coordinator Chris Dent? (or Jared Joseph)
(conference wrap-up)
- HistorianAmy Gelsone
(about the most recent recipient of the Distinguished Service Award)
- Repertoire Specific: Ethnic Music: Intermediate/Advanced R & R Chair.....Lisa Wong
- Southwest Regional ChairSarah Baker
- Youth: Junior High/Middle School R & R ChairLaurel Labbe
- Membership ChairLibby Hainrihar
- Elementary Festival ChairLei Ramos

WINTER 2020: Volume 40, No. 2 (deadline January 15)

- PresidentBrandon Moss
- Northeast Regional ChairJennifer Call
- Repertoire Specific: Men’s Choirs R & R Chair.....Bradley Naylor
- Repertoire Specific: Women’s Choirs R & R Chair Megan Boyd
- Youth: School Children R & R Chair.....Cynthia Mira
- Summer Conference CoordinatorJared Joseph
(conference flyer and registration form)
- High School Honor Choir Coordinators..... Meredith Smith & Josh Dufford
(program flyer and registration form)
- Childrens Honor Choir CoordinatorJennifer Call
(program flyer and registration form)

SPRING 2020: Volume 40, No. 3 (deadline April 15)

- PresidentBrandon Moss
- Vice-President Richard Schnipke
(regarding elections)
- East Central Regional Chair.....Franklin Miller
- Youth: Senior High School R & R Chair.....Jason McKee
- Collegiate: Student Activities R & R ChairLaura Kitchel

Repertoire Specific: Contemporary Commercial: Show Choir R & R ChairJeff Clark
Lifelong: Community Choirs R & R Chair Larry Griffin
Summer Conference CoordinatorJared Joseph
(conference flyer and registration form)

FALL 2020: Volume 41, No. 1

(deadline: September 15)

President
Treasurer's Report
Summer Conference Coordinator
(conference wrap-up)
Historian
(about the most recent recipient of the Distinguished Service Award)
Repertoire Specific: Vocal Jazz R & R Chair
Lifelong: Music in Worship R & R Chair
Lifelong: Community Choirs R & R Chair
Mentorship Chair
Repertoire Specific: Ethnic Music: Developing Voices R & R Chair

WINTER 2021: Volume 41, No. 2

(deadline January 15)

President
Vice President
(call for nominations, if needed)
Northwest Regional Chair
Student Chapter Representative
Youth: Community Children R & R Chair
Repertoire Specific: Contemp. Commercial: Contemp. A Cap R & R Chair
Summer Conference Coordinator
(conference flyer and registration form)
Childrens Honor Choir Coordinator
(program flyer and registration form)
High School Honor Choir Coordinators
(program flyer and registration form)

SPRING 2021: Volume 41, No. 3

(deadline April 15)

President
President-Elect
Secretary
South Central Regional Chair
Youth: Junior High/Middle School R & R Chair
Collegiate: College/University R & R Chair
Retired Members Chair
Summer Conference Coordinator
(conference flyer and registration form)

Appendix C

Description	Quantity	Price(\$)	Value(\$)	Cost Basis	Unrealized Gain/Loss	Gain / Loss %
Insured Cash Account	491.34	1.00	491.34	491.34	N/A	N/A
DODGE & COXINCOME	790.33	14.03	11,088.27	10,524.51	563.76	5.36 %
EATON VANCEATLANTA CAP SMID CAPCL I	61.66	37.58	2,317.03	2,126.57	190.46	8.96 %
LORD ABBETTSHORT DURATION INCOMECL F	2,529.75	4.21	10,650.23	10,484.80	165.43	1.58 %
INVESCO OPPENHEIMERDEVELOPING MARKETS	67.32	45.60	3,069.61	2,588.08	481.53	18.61 %
PIMCOINVESTMENT GRADE CREDITBOND CL I2	1,059.49	10.92	11,569.66	10,453.91	1,115.75	10.67 %
PARNASSUSCORE EQUITYINVESTOR CL	64.18	47.03	3,018.43	2,730.29	288.14	10.55 %
INVESCO QQQETF	24.26	212.61	5,157.49	3,969.72	1,187.77	29.92 %
VANGUARD CONSUMERSTAPLES ETF	26.88	161.20	4,333.06	3,847.09	485.97	12.63 %
VANGUARDHIGH DIVIDEND YIELDINDEX ADMIR,	170.71	28.26	4,824.29	4,364.31	459.98	10.54 %
Total of Selected Accounts:			Value(\$)	Cost Basis(\$)	Unrealized G/L(\$)	G/L %
as of 12/31/19			56,519.42	51,580.62	4,938.80	9.57%