

ASTA Executive Board Meeting
Saturday March 31, 2012
Marriot Courtyard, Tempe

AGENDA

- 1. Welcome and introductions
- 2. Approval of minutes from previous Executive Board Meeting
- 3. Reports
 - Executive Board Changes- Shelley
 - Treasurer Report- Toru
 - Membership Report- Gail →
 - Election Report- Jan
 - ASTA National Conference Report – Terry

Solo comp → Jan HAWK

- 4. Events
 - ASTA CAP- feedback, proposed addition - Shelley
 - Fall Workshop- date? clinician?, location?- Terry *Sept 29?*
 - String Showcase- date? master class clinician?, location?- Shelley
 - AMEA- events, clinician, etc, - Terry

JAN 19th, Feb 2

- 5. Voting Items
 - Awards for National Honors Orchestra participants
 - Award amount in the event of a tie for solo competition

Survey Marking ↓

- 6. Communication Issues
 - Topics to include: How will we communicate with members in 2012-2013?
 - Hardcopy mailers? Enews?

JUNE 1

- 7. Brainstorming Session
 - Special Projects Grant ideas - Teachers comm newsletters
 - Other ideas for the future? - Survey meeting - some expenses magazines + secure
- 8. Schedule next Executive Board Meeting

Finis June

ASTA Chamber music

ACTION ITEMS:

Event form - two weeks after - should be online

THANK YOU FOR YOUR SERVICE TO YOUR STRING TEACHING COLLEAGUES IN ARIZONA!!!!

AZ ASTA Executive Board Minutes

March 31st, 2012

Marriot Courtyard, Tempe, AZ

The meeting was called to order at 9:18am by President Shelley Rich.

Members present were: Shelley Rich, Jan McDivitt, Jacqueline Schwandt, Terry Alexander, Toru Tagawa, Ted Buchholtz, Gail Rolland, Laura Reed, and Melissa Mahn. Members not present: Ruth Kurtis.

Secretary Report:

Copies were distributed. Claire motions to approve the minutes. Toru seconds the motion.

Executive Board Changes:

Shelley Rich announced the changes in the executive board. Melissa Mahn will be the new secretary. Laura Reed will be the new communications chair. Ted Buchholt will be the new president elect.

Claire Gordon has decided to step down as Solo Competition chair. John Haggard has accepted the position. John would like to host the event at Dobson High School.

Treasurer Report:

Toru presented the treasurer report.

	Election	Websit e	Cello Congres s 2011	Bass Jam 2011	String Showcase 2012	Solo Competitio n 2011	Fall Worksho p 2011
Expense	-343.58	1507.50	-1167.26	-989.16	-494.49	-1616.47	-2301.02
Deposit	0	0	1460.43	1020.73	0	640	1645
Net	-343.58	1507.50	293.17	31.57	-494.49	-976.47	-656.02
					Concerto Winners payments are included in	Studio teacher's plaque \$62.73 is included.	(Some Board Meeting Expense found so

					Solo Competitio n 2011		expense is less than)
	Ending Balance 3/28/12	7790.01					

The board discussed changing when the event report is due. Shelley Rich raised the idea of turning in the report two weeks following the event. Terry suggested the form would be available on the ASTA website.

- **Action Item: Terry will add the form to the website.**

Gail Rolland asked why was the Fall Workshop expenditure so high. Toru explained the report is the three fall workshops lumped together in one total number. The question generated the discussion over putting a cap on how much is spent on events. Shelley suggested for timely reimbursements for adjudicators, the event coordinators could fill out the expenditure report in advance in order for a check to be ready the day of the event.

Membership Report:

Gail Rolland did not have a current membership number on hand. Jacqueline, Toru, and Gail got together previously and worked on putting together a letter send new teachers in their district.

William Schlemppka is the national membership contact.

It was suggested that once the new board representatives are in place, part of the next board meeting be spent generating ideas to recruit new ASTA members.

It was suggested the board create a committees to include presidents from collegiate ASTA chapters and an industry member in exchange for free website ad space. Shelley suggested Jacqueline and Melissa communicate to brainstorm how get university representatives to help with Fall Workshop attendance.

Terry suggested the possibility of a Friday night event for NAU, U of A, and ASU collegiate ASTA members before events like the Fall Workshop.

Election Report:

Jan put together an election report. She suggested for next time, the report be filed as an attachment, not sent in the body of an email. Jan also reported that there were two ballots that were received well after the election was over. It raised a question whether the mail delivery service was delayed or if the voting deadline was unclear.

ASTA National Conference Report:

Terry reported ASTA has started hosting webinars from various state officers. Members can log in and ask questions during the webinar. If someone misses the webinar, it is still available any time in the wikispace.

Terry also mentioned she created a questionnaire for feedback at the AMEA conference. She compiled the details from the 70 attendees and sent the results to AMEA.

Next year's conference will be in Providence, Rhode Island.

Event Reports:

ASTA CAP:

The application is online this year. There is some feedback that potential participants do not have access to the internet and would like to pay another way. Shelley presented a letter format teachers can give to parents with directions on how to apply. Terry offered to add the letter as an attachment to the ASTCAP webpage.

There were some concerns over not seeing where to pay on the online application.

- **Action Item- (Terry)** Terry will look into moving the "add to cart" button towards the top of the page.

Jan asked what the budget for ASTA CAP is. Shelley answered that the event ends up paying for itself as long as each level goes up \$5.

Fall Workshop:

Terry reported a possible clinician for the fall workshop: Scott Laird. Walt Temme offered his orchestra students for the workshop. The discussion led into a discussion about Skyping clinics.

- **Action Item- (Terry)** Terry will contact Scott Laird about clinicing for the Fall Workshop.

There was a discussion about Bill and Doris Preucel conducting masterclasses. Both are nationally recognized teachers in their fields. It was suggested Bill lead a master class for collegiate

violinists and Doris lead a few sessions on solo and ensemble repertoire, and how she includes music theory into the rehearsal. Gail raised the question if they could present for the String Showcase. We would need to approve a larger budget for the showcase. It was presented the board would need to approve a bigger budget for the String Showcase.

Terry suggested a music industry sponsor for Scott Laird.

Terry purchased a square card reader to attach to an iPhone or Droid so cards can be swiped. It is a safer method than checks.

The board proposed the next fall workshop date for September 29th, 2012

String Showcase:

The board discussed charging a small fee for students who participate in master classes. Terry motions to expand the budget for the string showcase. Terry motions to invite the Preucel's for the string showcase.

The board discussed dates for the string showcase: Jan 19th 2013 or Feb 2nd 2013 if there is no AMEA conference that weekend.

AMEA:

Terry announced Charles Lux will present for AMEA. AMEA may be the weekend of February 2nd, 2013. The board will look into when the date is.

Bass Jam:

The board needs to review the expenditure allowed for events. The Bass Jam has consistently gone in the red resulting in substantial loss of finances for ASTA.

VOTING ITEMS

Awards for National Honors Orchestra:

The board brainstormed various ways to raise money to help students attend NHSO. Terry suggested adding a link on the website to accept donations through Paypal. Toru suggested we have a benefit recital for students to raise money for this cause. Ted suggested looking into Kickstarter for this cause. It is a page that can be linked to social networks and websites to explain the situation and invite people to donate money.

Unanimous vote to facilitate funding through our website.

Awards amount in the event of a tie solo competition:

Toru motions that we abolish the notion that there can be ties in the solo competition.

Unanimous vote to abolish ties.

Communication Issues:

The board discussed continuing hard copy mailers and postcards. The board agreed to continue hard copy mailers.

Laura asked about the process of how the communications chair would go about how to create and send out the flyer.

- **Action Item- (Laura)** Laura intends to create hard copy items for next year.

Brainstorming Session

Special Project Grant Ideas

Yuma has an idea for a special project grant proposal. Shelley clarified that only one special project grant is allowed.

- **Action Item- (Shelley)** Shelley will initiate communications about this special projects grant with Margaret from Yuma.

Other ideas for the future

The board discussed including a presentation for collegiate ASTA chapters during the Fall Kickoff with CMENC. Proposals are due June 16th.

Next Meeting Plans

Terry proposes June 11th, 2012 as a possible date for the next meeting. Toru proposes having the meeting in Tucson. Ted proposed using his classroom at Pima for the next meeting.

Meeting adjourned at 12:13pm.

AZ ASTA Executive Board Minutes

June 13th, 2012

Mountain View High School Conference Room, Tucson, Arizona

Terry Alexander called the meeting was called to order at 9:32am.

Members present were: Terry Alexander, John Haggard, Melissa Mahn, Toru Tagawa, Theodore Buchholtz, and Shelley Rich. Not present were: Laura Reed, Kari Barton, Amanda Hartley and Walt Temme.

Amanda Hartley is the new southern membership chair.

Walt Temme is the new Central Membership Chair.

Secretary Report

Copies were emailed. With the correction of two name misspellings, there was unanimous approval of the minutes.

Treasurer Report

~~(Insert Report numbers)~~

The numbers for Fall Workshop generated a discussion on how to cut down the cost of the event. Shelley suggested raising the cost of lunch for attendees. Terry suggested the board find an alternative place to order food from. Toru mentioned capping the food budget at \$600. Terry motions to raise the registration fee for Fall Workshop \$10 and have the registration fee include lunch. For example, \$40 preregistration, \$50 for registrations after the deadline, and \$20 for collegiate members and first year teachers.

The board looked at the registration page for Fall Workshop and find changes to make. Ted proposed the board adds phone number, and primary and secondary instrument to the registration page.

- **Action Item:** Toru will adjust the numbers for the String Showcase budget plan.
- **Action Item:** Terry will arrange changes with Jonas Website. ✓ name - John to Jonas

EVENT REPORTS

ASTA CAP

Shelley and Toru raised the issue of mileage reimbursement for board members and adjudicators. Shelley suggests lowering the cents per mile from 37 cents to 25 cents. The board

✓ Virtuoso Vista

votes down reimbursing mileage.

Toru proposes changing the start time for judges to thirty minutes prior to the start of the event.

- **Action Item:** Terry will call Laura Tagawa and ask if she would like to be the ASTA Cap Coordinator person. She will be the "info" person for people to go to when they have any questions.

Solo Competition

The Solo Competition is October 27th in the afternoon after Virtuoso Violas. The National Solo Competition has changed their rules, so the solo competition will no longer be related to nationals. The board will need to remove the question about the National Solo Competition off the website. Claire Gordon's information also needs to be removed.

- **Action Item:** Terry will call and have the information about National Solo Competition and Claire Gordon removed. ✓

Shelley and John suggest having solo competition winners perform in the string showcase. Shelley proposed moving the solo competition to a later date closer to the String Showcase. The board will continue the discussion via email.

Bass Jam

Bass Jam will be December 8th, 2012 at Dobson High School.

Cello Congress

Cello Congress will be January 5th, 2013 at Mountain View High School in Tucson.

Cellobration

Cellobration will be December 1st, 2012 at Coronado High School.

Virtuoso Violas

Virtuoso Violas will be October 26/27, 2012 and the location will move to Red Mountain High School.

- **Action item:** John will talk to Patricia to discuss including ASTA in the viola event.
- **Action Item:** Terry will call and change the Virtuoso Viola registration page and have the Viola Plus Institute plug removed and change the event location from Dobson High School to Red Mountain High School. ✓

The event generated a discussion about Virtuoso Violas as an event independent from ASTA, yet

advertised and supported by ASTA. The board will need to charge Virtuoso Violas a yearly fee to pay for the upkeep of the Virtuoso Viola page on the ASTA website.

Viola Plus

Viola Plus will be January 12th, 2013 at Mountain View High School, Tucson Arizona.

Strings Showcase

Strings Showcase will be February 16th, 2013.

Shelley suggested that if the board brings in really big names from out of town, the String Showcase should become a charged event. The board agrees. Terry suggests putting out a suggested donations box at the door.

- **Action Item:** Shelley will email her proposal for Strings Showcase clinicians to all members of the board.

Fall Workshop

Fall Workshop will be September 29th, 2012 at Dobson High School. Companies linked to Scott Laird offered to pay for his travel. Terry will set up Music & Arts to help with the music reading session.

Terry has set up a Friday night event for collegiate members. The board had a discussion delegating workshop responsibilities. What duties did I miss?

- **Action Item (Melissa):** Melissa will be in charge of organizing pre-registrations and clinic packets.
- **Action Item (Terry):** Terry will be in charge of handling clinician copies, hotel arrangements, the music store contact, and clinician's transportation.
- **Action Item (Toru):** Toru will be in charge of approving the cost of the workshop.
- **Action Item (Melissa):** Melissa will pick up coffee the morning of Fall Workshop.
- **Action Item (Toru):** Toru will put in the lunch order the night before Fall Workshop.
- **Action Item (John):** John will pick up the lunch order and deliver it to the workshop.
- **Action Item (John):** John will coordinate who will be present to help unlock the Dobson building.
- **Action Item (Laura):** Laura Reed will research where to order lunch.
- **Action Item (Toru and Melissa):** Toru and Melissa will be at the registration table.

AMEA Conference

The AMEA conference will be January 31- February 2nd, 2013.

Charles Lux is tied to a company that will pay for his travel. He teaches strings of all levels and also has extensive knowledge of technology.

AMEA is considering charging less for the conference if someone is planning on only attending string sessions, only elementary music sessions, etc.

Fiddle Fest

Unanimous vote to approve event.

- **Action Item:** Terry will communicate more with Martha about Fiddle Fest details.

MATTERS FOR DISCUSSION

College Outreach: Amanda is interested in being on a committee to communicate with collegiate ASTA chapters.

OTHER BUSINESS

Terry proposes to send out the template she made to all event coordinators to help budget each event. The expenditure report will also be sent out so coordinators can see how other groups have budgeted.

The board decided to table the discussion about scholarships for future teachers to attend events and for students to go to camps in the summertime.

- **Actions Pending:** The board will discuss next time whether ASTA should offer scholarships for future teachers and students to attend events.

Terry raised the question of how reimbursement for hotel stays at the national ASTA convention works. It is stated in the bylaws that chapter presidents get the Wednesday night before the conference reimbursed. The board suggests adding the issue to the agenda for the next meeting.

- **Actions Pending:** The board will discuss hotel reimbursements for the national ASTA convention at the next meeting.

The next board meeting will be September 28th at the Marriot Courtyard in Tempe, Arizona.

Meeting adjourned at 12:31pm.

AZ ASTA Executive Board Minutes
September 28, 2012
Courtyard Marriot Grand Canyon Room, Tempe, Arizona

Terry called the meeting to order at 7:13pm.

Members present were: Terry Alexander, Walt Temme, Ann Williams, Shelley Rich, Melissa Mahn, Toru Tagawa, Amanda Hartley, and John Haggard. *Laura Reed*

Members not present: ~~David Butch~~, Kari Barton *Led?*

Secretary's Report

Terry motions to approve the minutes. Shelley seconds.

President's Report

Terry informed the board she had resolved the website issues for event registrations and website editing. So far the changes are working very well.

Shelley suggests assigning someone from the board to take pictures at Solo and Ensemble to use to update the website. Ann suggests event coordinators submit photos taken at events to the board to help update the website.

Terry requests the board continues to add new teachers and vendors to the list on Google docs to include them in on the mailers.

Terry proposes to the board to pay Scott Laird an extra \$250 for his troubles this weekend. Toru wants to look at the outcome of Fall Workshop before voting.

Mark from Wood violins would like to present his new product at Fall Workshop after the general membership meeting. It is an electric violin that plugs into an iPad. He is unable to make it to the workshop, but will Skype to everybody. Terry let him know she liked the idea but wouldn't be able to due to technology limitations.

Membership Chair Report

Tucson- Amanda contacted students at U of A about ASTA. Shelley suggested talking to them about the instrument insurance. Ann suggested having a more personal contact with them, in person or over phone, with non-members about ASTA events. The large goal of membership chairs should be contacting non-members and informing them about ASTA. Ann volunteers to make recruitment calls for the Tucson area.

Ann suggests having a sign up at the Fall Workshop for attendees to sign if they are interested in becoming ASTA members.

Treasurers Report

Toru presented a chart of suggested event budgets based on previous year's results. The chart will be used when planning for events to help anticipate costs and balances.

Money in the bank as of 9/26/12, \$8621.33	Total expense for last 12 months: \$11579.74	Total Deposit for last 12 months: \$11338.05	Difference: \$241.69								
Budget Plan	July 2012-June 2013										
	Fall Workshop	Cello Congress	Bass Jam	String Showcase	Solo Competition	ASTACAP	ASTA Conference	Website/Paypal	Board Meeting	Mailing/Postage	Special Event
Food	600	300	200	100	40	\$20/ adjudicator			100		
Clinician /Judge	500	400	400	300	300	300/ adjudicator			0		
Office Supply	350	100	100	0	30	40			200		
Travel	600	0	0	0	0	TBA			300		
Misc. (T-shirts, Awards, Plaques, Piano Tuning, Rental)	300	400	350	100	1250	1000	600	400		500	500
Total Budget	2350	1200	980	500	1620	3300	600	400	600	500	500

Ann raises the question of who pays the insurance for events. Toru clarified that insurance costs for events is paid for by the national ASTA. Shelley also clarifies that she spoke with nationals before and it was suggested Arizona ASTA use the umbrella insurance through nationals due to the size of the Arizona chapter.

Virtuoso Violas paid for their internet space on the ASTA website. Their events will remain separate from ASTA but they will continue to have a link from the ASTA webpage.

The question is raised who will check which Fall Workshop attendees are up to date with their ASTA membership. Shelley suggests Melissa check since she will be at the registration table. Terry counters that the nationals office is closed tomorrow and it won't be possible to check and changes made in membership status between Thursday and the morning of the workshop. Toru and Melissa will ask all event attendees about the status of their membership and encourage non-members to

register online.

Communication Chair Report

Laura got the handouts printed but did not get any extras. Terry suggests stuffing the handouts in the Fall Workshop packets. Laura made a banner and signs for the tables at Fall Workshop. She is working on a brochure for vendors. Shelley suggests increasing the vendor price from \$100. John suggests offering different advertisement sizes or locations on the website. Terry proposes raising the vendor price to \$200. Laura would like to check with other chapters before passing the motion. Terry withdraws her motion. Walt suggests Laura contacts Dennis Smith about their vendor fee. Laura will contact ABODA, AMEA, and ASA about their fees.

ACTION ITEM: Laura will contact ABODA, AMEA, and ASA about their vendor fees.

Showcase Strings

Shelley passed out a proposal to all board members present. The String Showcase will have a question and answer session. Toru brings to attention a typo on the proposal and "save the date" cards. Ann volunteers to change the date on all the cards. Laura will reprint the AZ ASTA calendar with corrected dates Saturday morning,

ACTION ITEM: Laura will reprint the AZ ASTA calendar with the corrected dates before Fall Workshop. Ann will handwrite in the correct date on the "save the date" cards the morning of Fall Workshop.

John asks how the master class participants will be chosen. Shelley clarifies the winner of the solo competition and runners up will be invited to participate. Laura asks whether winners of Virtuoso Violas or Bass Jam could be invited. It is clarified that the solo competition is open to all string instruments. Shelley asks the board if video auditions should be brought back to determine who participates in the master class. The board decides to have solo competition winners participate in the Strings Showcase in addition to collegiate members.

The event needs some revenue since it has some expenses. Piano tuning alone was \$100. Shelley proposes charging students to pay to play at the String Showcase. Toru suggests members not pay to attend the master class while nonmembers pay a fee. Ann asks how last year's string showcase attendance was. Shelley shares that given the weather keeping some attendees from traveling, the event brought in fifteen people. John raises the issue of families coming to see their children play. It is suggested the students get a ticket so the families can come in for free. Terry suggests instead of charging for the event, finding sponsors instead. John suggests not charging ASTA members and charging families \$5 to attend. Laura suggests asking her parent group to help with selling food for the event. People will pay ahead online for lunch and will receive a lunch ticket. Shelley proposes to table the issue to be continued in an email discussion among the board.

ACTION ITEM: Shelley will email the board for suggestions on how to generate revenue for Strings Showcase.

Future Business

John has good numbers registered for Solo Competition. He proposes raising the judge rate to \$50 an hour.

Meeting adjourned at 9:08pm.

**AZ ASTA Fall Workshop
September 29, 2012
Dobson High School Orchestra Room**

Terry called the meeting to order at 1:00pm. Terry proceeded to introduce the members of the board.

Secretary's Report

Walt Temme motions to approve the minutes. Shelley seconds the motion.

President's Report

Terry discussed how she had resolved the website issues for event registrations and website editing. So far the changes are working very well. She showed those present what the changes on the website look like.

Treasurers Report

Toru presented a chart of suggested event budgets based on previous year's results. The chart will be used when planning for events to help anticipate costs and balances.

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Travel	600	0	0	0	0	TBA			300		
Misc. (T-shirts, Awards, Plaques, Piano Tuning, Rental)	300	400	350	100	1250	1000	600	400		500	500
Total Budget	2350	1200	980	500	1620	3300	600	400	600	500	500

Communication Chair Report

Terry introduced Laura and explained her background and position with ASTA. She graciously led the room in thanks and applause for the hard work Laura put in for the fliers and banners used for Fall Workshop.

Upcoming Events

Terry and Shelley then announced the upcoming events with a brief description of what will be happening at the event. Upcoming events include:

Fiddle Fest December 1, 2012 at 8am.

Cellobration December 1, 2012 at 9am.

AZ ASTA Bass Jam December 8, 2012 at 9:30am.

Tucson Cello Congress January 5, 2013 at 9am.

Viola Plus Institute January 12, 2013 at 8am

AZ Showcase Strings February 9, 2013 at 9:30am.

American String Teacher Association National Conference February 27th-March 2nd in Rhode Island.

Terry opened up the meeting for questions. There were no questions.

The meeting was adjourned at 1:30pm.