

WMTA Executive Board Meeting Minutes

Friday, June 14, 2024

Portage Center for the Arts, Portage WI

Approved July 16, 2024

Present: Mickey Lytle, Rachel Fritz, Mary Tollefson, Sydney Rinkleff, Mary Anne Olvera, Nick Phillips, Roberta Grube, Margaret Burton, Catherine Walby, and Katie Butler.

Absent: Justin Krueger, Hector Landa, Opala Bilhorn.

- I. **Call to Order/Welcome/Introductions:** 9:40am
- II. **Adoption of Agenda:** New Business was added to the agenda, if time allows, concerning member correspondence regarding out-of-region rules. Approval By Consensus.
- III. **Approval of Minutes from February 2024 meeting:** Approval By Consensus.
- IV. **Reports of Officers**
 - a. **President, Mickey Lytle, NCTM** – Multiple people have resigned, and others have accepted roles in new positions within the organization. Resignations: IMTF Tricia Marton (4/9/24); Jr/Sr Competitions Bethany Hartlaub (4/15/24); WMTA AA Drea Wagner (4/17/24); MTNA Competition JP Casarotti (6/1/24); Wellness Diana Shapiro (6/2/24) New appointments: Media Chair Ashley Jehn (3/27/24); WMTA AA Katie Butler (5/15/24); Jr/Sr Competitions Anthony Padilla (5/20/24); MTNA Competition Diana Shapiro (6/2/24); IMTF Margaret Burton (6/10/24) Current Vacancy: Wellness Chair. (*Filled via email by Jennifer Lohmann during the meeting.*)
 - b. **Immediate Past President, Rachel Fritz** – Has been focusing on background checks and the ever-changing climate of requirements at different schools and venues. Fritz will update everybody as information is available. The ones we run as an organization are good for three years.
 - c. **President-Elect, Mary Tollefson, NCTM** – Nothing to report.
 - d. **1st VP-Conference, Hector Landa (absent)** – No report. Catherine Walby reported that the sites are all set, and the deposit has been paid. Food is still being determined because Lawrence just had a change in food provider. On campus catering will provide the Friday dinner and the Saturday lunch. The Friday night performance is in progress with a couple performers already confirmed. Conference presenters have been chosen and notifications will go out this weekend. Campus is only a 5-to-10-minute walk from the hotel or on campus parking can be arranged for those that need it. The campus option for Conference will have good performance space and resources that will benefit the event.
 - e. **2nd VP-Membership, Justin Krueger, NCTM (absent)** – See attached report.
 - f. **Treasurer, Sydney Rinkleff** – Numbers are all in the attached report. We are consistently running at a deficit because our expenses are continually increasing in areas such the use of facilities. Membership is down. Many people have stepped away from teaching to retire or to raise families. We may need to look into increasing our income sources in future years. District Auditions are typically our biggest source of income. The discussion was made about potentially doing a member survey regarding District Auditions. The board discussed other aspects where expenses have gone up for all areas of professional life since the impacts of Covid and how they have impacted the music teaching industry as a whole.
- V. **Reports of Program Chairs**
 - a. **Regional & State Keyboard Competition, Mary Anne Olvera, NCTM** – See attached report. Olvera has been working very hard to align the dates with a regular regional rotation.

- b. **Regional Vocal/Instrumental, Opala Bilhorn, NCTM (absent)** – See attached report.
- c. **College Faculty Representative, Nick Phillips, NCTM** – Nick Phillips has reached out to faculty about the summer study grant and has received a proposal for conference.
- d. **District Auditions, Roberta Grube** – See attached report. Thank you to the district chairs for their great work.
- e. **Independent Music Teachers Forum, Margaret Burton** – Margaret Burton has newly been appointed to the position. No report from outgoing chair Tricia Marton.
- f. **Local Associations, Catherine Walby, NCTM** – Catherine Walby has been reaching out to communicate with each Local Association and has heard a desire for a session time during conference to focus on Local Association leadership and growth.

VI. **Standing/Special Committees**

- a. **Finance, Sydney Rinkleff** – We have the potential of \$2000 to award depending on the strength of the applications and how the money can be best used. The committee met over Zoom to discuss the applications and how best to be responsible with the funds. If multiple students apply from the same studio, we might ask the professor to rank the applicants. The committee has been working on defining a rubric for accepting applications and providing more transparency on the acceptance process when communicating with teachers. The finance committee provided their recommendations. Mary Tollefson moved to approve the recommendations. Catherine Walby seconded. Motion approved unanimously.
- b. Mary Tollefson moved to enter into executive session. Margaret Burton seconded. Meeting returned from executive session.
- c. **Nominating, Catherine Walby, NCTM** – The individuals who are currently being nominated will serve from 2024 until 2027. Justine Kruger already accepted the position of 2nd VP of Membership and is already serving in that capacity. Catherine Walby motioned to adopt the names as recommended. Nick Phillips Seconded. The motion passed unanimously. There are other members who are happy to assist in the chair positions and the office assistant is also available to assist with planning and assembly. Especially when it comes to conferences.

VII. **Old Business**

- a. **ADA Accommodations Policy, Roberta Grube** – The board reviewed the policy listed in the attached report regarding disability and special request information in the current guidelines. This information is needed in advance as planners need time to gather information and documentation and make plans, even if a student changes their mind. The board discussed specific wording if the student’s condition is performance related. Particularly determining if the student can perform on the competitive track. It was determined to continue this work further in the future after others have had a chance to way in, but the last line of the proposed document was changed during the meeting. Nick Phillips moved to accept the policy with the current changes. Margeret Burton Seconded. Motion approved unanimously. The policy will be posted on the website soon and also be disseminated to the membership.
- b. Self-published compositions policy, Mary Tellefson (ITEM TABLED)
- c. Compilation of Reference Documents
 - i. Handbook of policies, procedures, Mickey Lyte (ITEM TABLED)
 - ii. District Auditions Handbook, Roberta Grube (ITEM TABLED)

VIII. **New Business**

- a. **Nomination of 2025 Foundation Fellow, Nick Phillips** – Nick Phillips nominated Rachel Fritz as our 2025 Foundation Fellow. Catherine Walby seconded. Motion passed unanimously.
- b. **WMTA advertising rates, Mickey Lytle** – New advertising rates are not fully covering our expenses. As additional advertisers come in, our MailChimp rates go up, and therefore our

expenses go up. The board discussed if the rates need to go up and which rates are impacted by additional MailChimp fees. We can reach out to businesses near the Conference to let them know about advertising options. Nick Phillips moved that the one-time email ad move to \$100. Catherine Walby seconded. The motion was approved unanimously. The board discussed the current rates for Conference and decided to leave the rates as they are.

- c. **Archive policy/guidelines, Mickey Lytle/Katie Butler** – All of the reports will be kept long-term, so the president has access to the documents. As for the website, a general rule of 3 to 4 years can be kept.
- d. **Cadence Support Agreement, Roberta Grube/Rachel Fritz** – Roberta Grube had a very open discussion with Cadence about what we need and received a list of things they can't do. We need to take action to determine a contract to move forward. The current contract includes one hour a day. The project has bulk discounts on 10 work hours and Roberta Grube is recommending it as a more supportive contract as we go in to the launch year. Once it is up and running a handbook can be written and provided along with training sessions for District Chairs. Nick Phillips moved to support option two in the attached proposal. Rachel Fritz Seconded. Further discussion was made on our continual needs in the future and when our fees incur based on deployment of the program.
- e. **Option to expand award opportunity for state keyboard, Mary Anne Olvera** – Tabled until July.
- f. **Theory test discussion, Roberta Grube** – Tabled until July.
- g. **Indemnification Agreement Form Modification Proposal, Roberta Grube** – Roberta Grube proposed that they remove the teacher name and address on the form to keep anonymity with the judges. Catherine Walby seconded. Motion passed unanimously.
- h. **Auditions Fees and Fines Proposals & Discussion, Roberta Grube** – There was a lot of confusion on the late fees and the deadlines for membership renewals. The board discussed when the current deadlines are and if they can be adjusted to help avoid complications. For \$150 non-members can enter their students. There is a fee for late membership renewals that the board discussed the value of. Members will still need to join by the audition deadline date, but not need to pay the non-member fee. Roberta Grube and Mickey Lytle will adjust the wording to reflect the discussion.

IX. Announcements

- a. October Executive Board Meeting set for Thursday, October 24, 2024, at 7:00pm at the annual conference in Appleton.

X. Adjournment 11:45am. Catherine Walby motioned to adjourn. Margret Burton seconded.

Reports of Officers

President

Mickey Lytle, NCTM

Resignations: IMTF Tricia Marton (4/9/24); Jr/Sr Competitions Bethany Hartlaub (4/15/24); WMTA AA Drea Wagner (4/17/24); MTNA Competition JP Casarotti (6/1/24); Wellness Diana Shapiro (6/2/24)

New appointments: Media Chair Ashley Jehn (3/27/24); WMTA AA Katie Butler (5/15/24); Jr/Sr Competitions Anthony Padilla (5/20/24); MTNA Competition Diana Shapiro (6/2/24); IMTF Margaret Burton (6/10/24)

Current Vacancy: Wellness Chair

Highlights:

- Attended MTNA national conference & meetings in Atlanta in March. We had nine WI members attend conference, and I assisted with communication among members, answering questions, arranging a dinner, and photo opportunities.
- Working with Hector & Catherine on many aspects of conference. Trying to identify Hector’s successor so that person can learn the ropes of conference.
- Extremely pleased to have a Media Chair appointment after filling in for that position since October. Yippee!
- Have been doing website updates since early December; Katie Butler took that off my plate in mid-May.
- Was assisting Drea Wagner with AA tasks, newsletter, conference AA tasks, and training January through mid-May. Since Katie Butler’s return to the organization in mid-May, all AA tasks have returned to the AA.
- Worked with the Finance Committee on the collegiate scholarship award recommendations for 2024.
- Consulted with two other states on DEI and leadership appointment issues.
- Planned the June leadership retreat.

Immediate Past President

Rachel Fritz

Background checks were completed as needed for auditions. There were more changes by schools in the UW system and thank you to everyone for working through the policies at each location.

President-Elect

Mary Tollefson, NCTM

Nothing to report.

1st VP-Conference

Hector Landa

No report submitted.

2nd VP-Membership

Justin Krueger, NCTM

As of June 4, we currently have 181 members. (We had 388 members last year.) We still have a month of renewal so I anticipate this going up, but as a reminder to all of our LA Presidents and membership chairs, you are the frontlines for our membership. Please continue to keep in touch with your members, respond to emails, capture their interest, find opportunities for those with enthusiasm to serve.

Treasurer

Sydney Rinkleff

WMTA Treasurer Report – June 2024

Statement of Financial Position: 5/31/24		Statement of Activities: 5/31/24		
ASSETS			2024 YTD	FY 2023
Checking	5, 557	INCOME		
CD 2597 (4.50%, 10/28/27)	106, 790	Donations & Grants	335	750
CD 2363 (4.00%, 10/30/25)	39, 664	Membership	6, 160	7, 272
Undeposited Funds	0	Conference	10, 292	6, 365
Prepaid Expenses	7, 136	District Auditions	37, 030	39, 530
Total Assets	\$ 159, 147	Regional Keyboard	8, 850	7, 800
LIABILITIES		State Keyboard	1, 315	1, 780
Total Liabilities	\$ 0	State VIE	980	670

NET ASSETS		Composition Festival	1,385	990
FY 2023	161,930	MTNA Competitions	1,120	700
YTD Net Income	-2,783	Advertising	975	650
Total Net Assets	\$ 159,147	Interest	6,135	6,122
		Total Income	\$74,577	\$ 72,629
EXPENSES				
		Personnel	37,440	35,131
		Facilities	17,383	13,443
		Printing & Publication	892	984
		Postage & Shipping	586	685
		Supplies & Tools	584	252
		Technology	3,183	3,320
		Grants	4,315	6,341
		Awards	5,738	7,279
		Background Checks	1,676	5,387
		Insurance	3,228	500
		Legal	101	130
		Meetings	2,234	3,662
		Other	0	313
		Total Expenses	\$ 77,360	\$ 77,427
		Net Income	\$ - 2,783	\$ - 4,798

Notes:

- These are close to our final numbers for FY2024. Final outstanding items (April, May, June membership, misc admin expenses) should land us slightly in the black for the year.
- With the exception of FY2021, we have been running a consistent deficit over the past 5 years. I recommend undertaking a detailed analysis of income, expenses, and program goals to ensure that WMTA continues to operate sustainably going forward.
 - FY2020: \$ - 13,774
 - FY2021: \$ 14,566
 - FY2022: \$ - 9,934
 - FY2023: \$ - 4,797

Submitted by:

Sydney Rinkleff, Treasurer

Reports of Program Chairs

WMTA Regional & State Keyboard Competitions

Mary Anne Olvera, NCTM

REGIONAL KEYBOARD COMPETITIONS, 2024

TOTAL REGISTRATION -

(first number in parentheses = 2023 figures)

(numbers in red = 2022 figures)

BREAKDOWN BY REGION/DIVISION

S REGIONAL – University of Wisconsin – Whitewater (5/12/24, Mother’s Day)

2024 Registered Entrants – 127 (129/2023, 136/2022)

DIVISIONS:

4 – 25 (15, 14)	7 – 11 (18, 18)	10 – 8 (11, 16)
5 – 25 (21, 14)	8 – 19 (15, 13)	11 – 10(10,10)
6 – 16 (11, 27)	9 – 7 (14, 13)	12 – 6 (8, 11)

NE REGIONAL - University of Wisconsin – Stevens Point

2024 Registered Entrants – 101 (99/2023, 123/2022)

DIVISIONS:

4 – 14 (6, 19)	7 – 11 (13, 20)	10 – 5 (12, 9)
5 – 13 (24, 14)	8 – 16 (7, 11)	11 – 11(4, 6)
6 – 22 (14, 19)	9 – 6 (4, 10)	12 – 3 (6, 5)

NW REGIONAL – University of Wisconsin – Eau Claire

2024 Registered Entrants – 72 (41/2023, 69/2022)

DIVISIONS:

4 – 11 (4, 6)	7 – 13 (4, 5)	10 – 5 (1, 8)
5 – 11 (8, 17)	8 – 8 (5, 12)	11 – 5 (1, 6)
6 – 10 (5, 10)	9 – 7 (8, 12)	12 – 2 (5, 1)

Most regions showed consistent numbers of registered entrants overall between last year and this, with NW almost doubling in registration. Lots of fluctuations between grades

All Regional events went smoothly, with no significant hiccups to my knowledge. While I was initially concerned with doing S Regional on a Sunday again and on Mother’s Day, this did not appear to have any significant impact (other than the usual naysayers). Most understood that we don’t have the luxury of turning available dates down, and though strong preference was stated for Saturday, it simply was not a possibility in the schedule of the university.

Volunteer positions - Teachers in each region were given the number that would require them to work all day (based on the norm for the region this year). If they equaled or exceeded the average number, they were to plan on working all day or securing a sub. If they only registered one student, and there was sufficient coverage, they were given a pass for this year.

This overall layout elicited very little pushback - and there are teachers quite eager to pay \$75 fine to satisfy their not working, (*which does nothing to satisfy a critical position that needs to be covered.*)

I am currently, and hopefully successfully, in conversation with UW-Whitewater, UW-Parkside and WCM to get the S Regional event on a rotation similar to NE and NW. This calendar would look like this:

2025 - UWW (Saturday)
2026 - UW-Parkside (Saturday)
2027 - WCM, Sunday
2028 - UWW (Saturday)
2029 - UW-Parkside (Saturday)
2030 - WCM, Sunday

Whitewater is in full agreement, Parkside is hesitant to agree, and has said they would look at it after they have hosted one (I am not certain what they mean here, as they have already hosted one Regional, and they host many district auditions). They have put us on their tentative calendar for Saturday May 9, 2026.

SECURED DATES/VENUES FOR 2025 REGIONAL EVENTS ARE:

NE Regional - UWO, Saturday, May 10
NW Regional - UWRF, Saturday, May 10
S Regional - UWW, Saturday May 10

(CADENCE - Roberta, Opala and myself are planning to meet this summer - June 27, 28, Hudson WI - for the purpose of understanding the Cadence database, creating a User's Guide, and preparing to teach DC's and teachers how to successfully use this new system. We will figure out the support package that will best suit WMTA needs, and coordinate with Wayne's schedule so he can be with us as we push through. Our hope is to have this fully implemented for the 2025 auditions season)

**STATE KEYBOARD COMPETITION
SATURDAY, MAY 18, 2024**

This competition was held at UWSP. All of the grade levels contributed 3 students, unlike last year where we were light at grade 11 (only 2 participants).

All of the judges were in agreement that the caliber and quality of performance was very high, with most grade levels strongly represented, and the 7th grade being particularly strong.

The judging was solid, with a good culture obvious among judges. They were able to collaborate on all decisions and come to agreement, with only a couple grades creating real challenge. It was because some of the choices seemed out of balance within the division that these following ideas came forward.

A number of different possibilities were discussed following the event:

- Opening up a category that acknowledges/awards beautifully musical performances with lighter rep (1, maybe 2 students) AND/OR
- Opening up a category that acknowledges/awards most interesting rep combination in a program (1, maybe 2 students)

This would be over the full spectrum of all the performances, and is an effort to continue to look for ways to bring in more students. It was felt that opening up categories like these could benefit and further motivate students.

We again enjoyed sponsorship by PianoArts (\$250 donation to WMTA).

It was very rewarding to see the recital hall become more filled in as the grade levels progressed. The morning attendance was a bit light, but by the time we got to the afternoon performances, the hall filled in.

Our income from day pass admissions was \$345, significantly up from last year (slightly over \$200).

Fun facts:

- *In 2024, every winner was from S Region.*
- *In 2023, 4 winners were from S Region - NE and NW each had a winner*
- *While judges may have some knowledge of students and their teachers, all reference to region is removed from the materials judges receive.*

I really believe that this competition is an outstanding addition to the menu of competitive options for our students. It is a solid achievement for students, and a goal they work hard towards. *(Rather than opt out of performing at this event because the date rivals Federation State, students perform in the AM, and travel to MKE to perform at the Federation State event. These are competitive, motivated students with supportive family networks)*

Next year’s State Keyboard Competition is on Saturday, May 17, 2025, at UWSP.

WMTA Regional/State Vocal/Instrumental/Ensemble Opala Bilhorn, NCTM

The 2024 WMTA Vocal | Instrumental | Ensemble (VIE) Competition at UW-Stevens Point ran smoothly. Mary Anne Olvera (Regional/State Keyboard Competition Chair) and I coordinated the North East Regional Keyboard Competition and the State VIE Competition in several aspects including our scheduling, to accommodate students who participated in dual instruments (vocal/string/ensemble AND keyboard), and the Winners Recital time to accommodate students’ participation in both competitions.

This was the first year that the State Keyboard Duet track was coordinated under VIE. This change seemed to be managed without trouble by the teachers who registered students.

Below are participation numbers from the past 5 State VIE events.

2019 UW-Whitewater	2021 Virtual	2022 UW-Stevens Point	2023 UW-Oshkosh	2024 UW-Stevens Point
String -14 Vocal – 20 Woodwind & Brass – 4	String – 18 Vocal – 15	String – 14 Vocal – 17	String – 7 Vocal – 14 Ensemble – 1 Woodwind – 1	String – 7 Vocal – 17 Ensemble – 2 Guitar – 1 Keyboard Duet - 6

Total 28	Total 33	Total 31	Total 23 entries (26 students b/c ensemble)	Total 33 entries (37 students b/c duets & ensembles)
----------	----------	----------	---	--

	2024
Dual-Instrument Participants	6

Observations:

- The VIE participation numbers grew. (Even without the newly added Keyboard Duet Track, the overall participation numbers increased).
- Higher participation numbers could be due to location – the 2025 State VIE will be at UW-Oshkosh which will be telling.
- The Ensemble Track participation doubled 😊

Much conversation was devoted on to how to best accommodate, “dual instrument,” participants at the State VIE and Regional Keyboard Competition. As shown above there were 6 participants who competed in both solo keyboard and in the VIE competition. To support student participation in both the competitions (State VIE and Regional Keyboard) the following guidelines were implemented:

- Regionally qualified Keyboard Students who are also participating in State VIE may compete with their keyboard solos in whatever Region the State VIE is being held. (Out-of-District Keyboard Solo participation is allowed when the student is ALSO participating in State VIE).
- Regionally qualified Keyboard Students who have a sibling competing at State VIE but the student themselves is not participating in State VIE may compete at the Regional Keyboard Competition where State VIE is being held, but will not have the opportunity to be eligible for Winner, Runner Up or Honorable Mention. However, these students have the option to compete in their Home District with the ability to earn Winner, Runner Up and Honorable Mention.
 - o With this approach used for the 2024 State VIE/Regional Keyboard Competition Mary Anne Olvera, Roberta Grube and myself have evaluated and made the recommendation for 2025 and subsequent years to implement the following:
 - Regionally qualified Keyboard Students who have a sibling competing at State VIE but the student themselves is not participating in State VIE may compete at the Regional Keyboard Competition where State VIE is being held, but will only be eligible for Honorable Mention. However, these students have the option to compete in their Home District with the ability to earn Winner, Runner Up and Honorable Mention.

The District Chairs were asked to share the participation numbers of Vocal | Instrumental | Ensemble students at the District level these are presented below.

	Vocal	Brass	Keyboard Duet	Violin Duets	String Ensemble	String	Woodwind	Vocal Ensemble
--	-------	-------	------------------	-----------------	--------------------	--------	----------	-------------------

Oshkosh	1	1						
Whitewater	12		4					2
Superior Wausau LaCrosse Merrill	-	-	-	-	-			
River Falls			3	2	3			
Appleton			1					
Eau Claire						8	1	
Sheboygan	1		1					
Stevens Point	14					2 (guitar)		
Kenosha			1 (D2)					
Madison			7 (D2)					

Some conclusions/observations are:

- There seems to be a steady, albeit small, stream of teachers/students participating in the VIE track.
- The Ensemble Track has growing participation numbers (This is based on conversations with non-keyboard teachers commenting on 2023 versus 2024 participation).
- There is “exploratory” participation VIE – students participating in the D2 Track.

Since 2022, State VIE has been held in the North East Region concurrent with the Regional Keyboard Competition. The North East Regional Competition rotates competition venues between UW-Stevens Point and UW-Oshkosh. There has been conversation regarding if VIE should rotate between all three Regional Keyboard sites (Northeast, Northwest and South). It is my opinion that we should continue as we have for the following reasons:

- Of all the Regional Keyboard Competition sites, these are the most geographically central sites in the state.
- The Ensemble Track is a young track in this competition and it is important to make it attractive to new participants by making it as state-central as possible. If our numbers increase and we have a committed group of participants, then we could reevaluate moving around.
- This plan supports a small competition (VIE) with the resources and student overlap between the larger Regional Keyboard Competitions; making it simpler for teachers and families to participate.

The 2025 State VIE Competition is Saturday, May 10th at UW-Oshkosh.

College Faculty Representative

Nothing to report.

Nick Phillips, NCTM

District Auditions

Roberta Grube

What a whirlwind of a first year as District Auditions Chair! I appreciate all the patience and help everyone has shown me this year. We have an amazing group of District Chairs that make auditions happen throughout the state. They are already confirming locations and auditions dates for the 2025 audition season.

The practice test keys were corrected on the WMTA website. There are also listening examples on the website for the aural exams. These are great additions for both the students and teachers as they prepare for auditions.

Don't forget to renew your WMTA membership!

Summary of 2024 District registrations:

District	District Non-Competitive	Regional	State	Total Entries
Appleton	78	17	18	113
Eau Claire	77	37	40	154
Kenosha	36	14	22	72
La Crosse	63	6	18	87
Madison	82	24	28	134
Merrill	25	3	2	30
Milwaukee	40	46	37	123
Oshkosh	44	13	15	72
River Falls	74	7	21	102
Sheboygan / West Bend	54	29	12	95
Stevens Point	52	5	26	83
Superior	23	6	5	34
Wausau	54	29	16	99
Whitewater	51	19	46	116
Totals	753	255	306	1314

Throughout the year during our weekly District Chair Zoom meetings, I received suggestions and requests on how to improve the audition process. Many of these centered around the theory tests. I will be trying to accommodate as many of these that I can. I am looking forward with high hopes of another spectacular year of auditions.

Independent Music Teachers Forum

No report submitted.

Tricia Marton, NCTM (outgoing chair)

Local Associations

Catherine Walby, NCTM

Leadership is changing over in local associations this time of year. Updates will be made to the website as I communicate with LAs over the summer. If you know anything about the GMC (Milwaukee area) LA, please let me know. I have had the most difficulty communicating with them.

We will likely have a session at the October conference focused on LA topics. Let me know if you feel there are pressing concerns for your LA. A roundtable discussion has been proposed in the past, sharing activities that have worked especially well in each local.

Standing/Special Committees

Finance

Sydney Rinkleff

-Still in progress: Wegner CPAs has increased pricing significantly for audit services. What we previously paid \$2-3000 for will now be around \$12,000. Due to this, they are discouraging nonprofits of our size from pursuing audits unless required for legal compliance, a specific grant, etc. The Finance Committee is looking into alternative options with Wegner and/or other CPA firms.

-BMO Harris declined WMTA a credit card; we have tabled this pursuit at this time.

-We will be working on a more defined rubric for the collegiate scholarship reviews for 2025. Mary Tollefson has already started this work.

Finance Committee Report – June 2024

Summer Study Grants

- WMTA awards up to \$2000 annually to college students to support study at summer music programs. Applicants must be undergraduate or graduate students currently studying with a WMTA member.
- The Finance Committee reviewed the 8 applications received and proposes the following grants for approval by the Executive Board:
 - \$500 to Sophia Eckdale-Dudley
 - Lawrence senior, cello
 - Vivace International Music Festival - North Carolina
 - \$500 to Isaac Epley
 - Lawrence freshman, piano
 - Saarburg Music Festival - Germany
 - \$500 to Qiaochuhan Li
 - Lawrence junior, piano
 - Decoda Chamber Music Festival - North Carolina
 - \$300 to Charlie Grady
 - UW-Eau Claire junior, flute
 - Brevard Flute Seminar - North Carolina
 - \$200 to Jonathan Bass
 - Lawrence senior, piano
 - Lawrence Chamber Music Festival - Wisconsin

Nominating

Verbal report.

Catherine Walby, NCTM

Old Business Notes/Attachments

ADA Accommodations Policy Proposed Verbiage

“The Americans with Disabilities Act (ADA) requires associations like MTNA to make reasonable accommodations to the known physical or mental limitations of otherwise qualified disabled individuals. MTNA is committed to compliance with the Americans with Disabilities Act in all of the association’s programs and services. MTNA will make every attempt to accommodate disabilities on an individual basis unless the accommodation would impose significant difficulty and undue hardship on operations or the association would incur substantial expense in doing so. Anyone who requests an accommodation must provide documentation of the disability, including a statement from a medical/health care professional, prior to commencing the programs or services.

If your student requires accommodations as specified in the Americans with Disabilities Act (ADA) all requests should be made to the local District Chair by November 1 of the year prior to the audition year even if the student chooses not to participate later. This will allow the local District Chair time to gather the documentation required and submit the request to the District Auditions Chair. The District Auditions Chair, local District Chair, and student’s teacher will ~~work-out~~ determine accommodations for the student prior to their audition. ~~The student will be allowed to enter the District Non-competitive track only.”~~

New Business Notes/Attachments

WMTA Advertising Rates/Policy

Current Policy (was recently updated)

Member Submissions: The WMTA newsletter is to be used for WMTA and Local Association information, with the exception of paid advertising. All WMTA members may submit relevant announcements or articles to be published in the newsletter. All submissions should be submitted 2 to 4 weeks in advance and must be received by the 15th day of the month prior to issue date or they will not be included and are subject to space availability. To propose information, please email the wisconsinmta@gmail.com with potential text and pictures. All text should be concise and edited for content, spelling and grammar. Photos should be clear, high resolution and ready for publication. Please do not send pdf documents. All content is subject to edit and approval before it can be included.

Current Newsletter Rates

WMTA is a 501(c)3 nonprofit as a state affiliate of Music Teachers National Association (MTNA). Advertising with Wisconsin Music Teachers Association will help you reach the 450+ members who are largely private music teachers, college and university instructors, and college student members across Wisconsin. Advertising must be paid for prior to the 15th of the newsletter publication date. If you have questions or if you need an invoice, please email wisconsinmta@gmail.com. Conference Advertising (Exhibitor) Many options exist to advertise at our conference. Please see the website for details. Newsletter Advertising Only Options WMTA produces a newsletter in February, May, August, and December. If you would like to submit an advertisement, an electronic submission and payment are due by the 15th of the month prior. (January 15, April 15, July 15, and November 15) More information here

- Multi-newsletter advertising: 4 ads in the consecutive February, May, August, and December Newsletters, paid in full
 - Full Page: \$300
 - Half Page: \$150
- One-time Quarterly Newsletter full page color ad- \$100
- One-time Quarterly Newsletter half page color ad- \$50
- One-time use of our postal mailing list -\$75
- One-time ad, sent via email by WMTA on your behalf to entire membership- \$75
- If you wish to advertise, use this link.

Current Conference Advertising Rates

Deadline to submit your advertisement is August 15. Payment must be received by September 1.

- Your group will have a table at the conference in the exhibitor area, have a small logo listed with conference exhibitor listing in the conference booklet, have a **full page ad** in the conference booklet and advertise on the WMTA website from October 1-January 1. **\$200**
- Your group will have a table at the conference in the exhibitor area, have a small logo listed with conference exhibitor listing in the conference booklet, have a **half page ad** in the conference booklet and advertise on the WMTA website from October 1-January 1. **\$150**
- **Full page advertisement** in conference booklet and on the website for from October 1- January 1 **No booth \$100**
- **Half page advertisement** in the conference booklet and on the website from October 1- January 1 **No booth \$50**
- Additional booth needs such as electricity, etc. will be extra costs.
- **Goody Bags:** Coupons or small items like pencils, pens, or magnets with your logo are excellent ways to bring conference delegates to your booth. Please contact wisconsinmta@gmail.com for opportunities.
- **Sponsorships:** There are several opportunities for your company to sponsor events or services such as breakfasts, receptions, or transportation. If you are interested in sponsoring events at our conference please see more information here or contact wisconsinmta@gmail.com.

Archive policy/guidelines

How many years of minutes should be archived on the website; on the google drive/external hard drive?

Cadence Support Agreement

I had a very productive conversation with Wayne on Friday, May 31 about WMTA's Cadence program. We discussed support packages, server concerns, and the site license. Mary Anne, Opala and I met today to further discuss the support packages available to purchase and move this project forward. It is our opinion to purchase Option 1.

Option 1	
Ongoing Support Agreement for 1 year	\$2,220.00
Bulk Support Hours 25 hours at \$185.00/hour	4,625.00
12% discount on Bulk Hours	(555.00)
Total	\$6,290.00
Option 2	
Ongoing Support Agreement for 1 year	\$2,220.00
Bulk Support Hours 10 hours at \$185.00/hour	1,850.00
5% discount on Bulk Hours	(92.50)
Total	\$3,977.50

Note that Bulk Hours do not expire even if the Ongoing Support Agreement is not renewed.

We have scheduled two appointments later this month with Wayne to deal with issues we have already encountered.

Wayne asked who the contact for billing should be; currently it is Rachel.

Rachel & Mickey emailed the group on Dec 5, 2023, about the ongoing support information and the price. The quote from Wayne that day was the same as the quote he gave Roberta on May 31, 2024. One item of clarification Mickey wanted to share from that meeting recap that was included in that email:

“A note about the ongoing support: This is for one issue per day, for up to one hour per day. So if there are five issues one issue per day could be submitted over the course of five days. After an issue is submitted if it is found that it would take more than one hour to resolve that quote would be given as to what the number of hours it would be to solve or create.”

Theory test discussion

Theory test concerns

- Virtual and in-person test taking, need to accommodate districts with distribution of theory tests due to various audition dates
- In the definitions section have a clear distinction between terms
- In the rhythm sections have examples of reasonable rhythms you may encounter in repertoire
- Enlarge staff size so students can easily write answers out
- In sections with multiple choice, have three (3) choices with one being obviously incorrect
- Progression of tests
- Level of competency on tests; the goal is not to lower the level on the exam but to meet the student’s level and not eliminate them from progressing in auditions

Indemnification Agreement Form Modification Proposal

- Teacher’s signature on form – recommend to remove

Auditions Fees and Fines Proposals & Discussion

Fees and rates for 2025 auditions (rates shown are from 2024 auditions)

- Entry fees (\$25 / \$30 / \$35 / \$45)
- Judge’s rate of pay (\$35/hour, 1 hour minimum)
- Venue rates (\$750 max or \$200 if no charge)
- Reimbursement rate for mileage (\$0.50/mile, 400 mile max)
- Reimbursement rate for lodging (\$85 max)

Fee payments (rates shown are from 2024 auditions)

- Non-member fee (\$150)
- Recommend eliminating the late renewal fee (\$150)*
- Fee for not working local, regional, and state auditions (\$75)
- Background check payments for subs (\$30)
- Recommend that payment of **all fee** payments go through the local district chair, they would submit fee payments on their income form and note in the memo line who paid the fee and for what purpose

*As a reminder, this is the current verbiage on the WMTA website regarding the \$150 late renewal fee policy:

We encourage all Teachers to become WMTA Members and can do so by registering [here](#).

Teachers who are not WMTA members by October 15 may enter students in District Auditions by paying a \$150 non-member fee. If you missed the Oct 15 membership renewal deadline and are NOT a new teacher, to enter students in auditions you must submit your \$150 late fee, made out to WMTA, to the current State Chair. Contact them for the mailing address. Use the District Chair link below.

New WMTA members are allowed to enter students for auditions without paying the late fee. They must not have been a previous MTNA/WMTA member, and they need to have paid their dues (by registering [here](#)) in advance of their district’s audition deadline.