

# Minutes for NWNMMEA Fall General Meeting

August 28<sup>th</sup>, 2019 2pm  
Tse Bit Ai Middle School

- **Call to Order**

- Time: 2:06
- Thanks to David Bridgewater for hosting
- NMMEA Ethics Statement:
  - All NMMEA meetings, as well as reports and recommendations, are open to review by all members of NMMEA. We trust the judgment and the conduct of our members and anyone else in attendance to be ethically discreet at all times when discussing personalities and issues. NMMEA strongly encourages members to be positive and discreet when discussing our organization, its events and festivals, as well as fellow teachers. The very nature of music education embodies a broad spectrum of expressions exploring different paths to arrive at artistic and educational goals. Members are encouraged to recognize and remain open to varied approaches and to celebrate both our differences and our similarities. While guests are welcome only members of NMMEA/NAfME are eligible to vote and take part in discussions”.

- **Roll**

- **Present Members:** Katie Patton, Amos Brown, Georgia Grant, AJ Carson, David Collard, Mark Smith, Helen West, David Bridgewater, Chris Argotsinger, Laura Argotsinger, James Golden, Carla Lehmeier, Alex Olivas, Siromani Leath, Ben Ludwig, Chris Smith, Jennifer Lasley, Liam Murphy, Richard McNeill, Kevin Zwiars
  - Please update and sign contact sheet BEFORE YOU LEAVE (This is the main way of taking attendance at meetings. Make sure you sign in and update your information!)
    - Any leads of colleagues names are helpful for first point of contact. Please fill in any blanks if you know information.
  - Please make sure your NAFME membership is updated
    - New interface on website. Please try to log in before it's too late.
    - Neil has asked that if members have issues logging in, please have them email [membersupport@nafme.org](mailto:membersupport@nafme.org) and copy Neil on the email.
  - Familiarize yourself with the NMMEA website. It has a lot of useful information!
- **Introduction of Executive Committee:**

- **Approval of the minutes of the last meeting**

Motion to approve minutes: Dan Fear

Seconded by: Chris Argotsinger Motion Passes

- **President's Report**

- Summer Music Educators Workshop

NMMEA hosted the first annual Summer Music Educators Workshop at Rio Rancho High School on July 27<sup>th</sup>. There were over 70 teachers in attendance for the day of great workshops. Thanks to everyone who made this possible, especially Donna Schmidt for chairing the event, Matt Casarez for hosting, and Kurt Schmidt for securing clearance with the Rio Rancho Public Schools. The Board of Directors feels this is a worthwhile endeavor and plans will begin soon for next year's event!

- New Customer Relationship Management System

As you probably know, NAFME has rolled out a new Customer Relationship System (CRM). This is the platform that keeps membership records and allows members to log into the NAFME and NMMEA websites. We are currently working to install updates to our website so that our website can access the new national database and members can log in. This work should be finished in the next week or so.

Once the NMMEA website is linked to the national database, you should be able to login to member only pages (registration pages and etc.).

If you experience issues with your NAFME membership and logging in, please contact [memberservices@nafme.org](mailto:memberservices@nafme.org).

- State Contest Adjudicator Submission Form

There is a form available online for all members to submit names to be considered as adjudicators for the NMAA State Choir and Band Contests. Names will be reviewed and ranked by the Contest Advisory Councils. Please take a few minutes and nominate qualified out of state judges.

- Update Vendor Information

Please make sure that your school / school district has updated their list of vendors to include the new mailing address and contact information for NMMEA. Most districts will need an updated W-9 to do this, please contact me via email and I will get one to you. Please do not wait until you are signing up for auditions to do this!

- Handbook

Please review the online handbook for the latest updates and etc. It is each director's responsibility to make sure they are following the proper procedures and guidelines

- Membership

In order to sign students up for auditions and events, each participating director must be current on their membership. Please make sure that you do not let this lapse as it could possibly cause you to miss registration deadlines. Memberships can be renewed directly through the NAFME website.

- All-State Audition Registration

Please make sure to check the website regularly and meet all registration deadlines.

Make sure to submit complete and accurately spelled names.

Make sure that you submit first and last names in the correct field and not reversed

Students must declare their preference at the time of registration if they are auditioning for more than one ensemble. It is the responsibility of both directors to communicate and agree on the preference of the student and submit the same preference.

You are only allowed to sign up students that are in your ensemble. Do not sign students up for another teacher (choir teacher signing up band students for the band director and etc.).

- **2018 All-State Music Festival & In-Service Conference Jan 8-11, 2020**

- Deadlines for Choir, Guitar and Orchestra Auditions

- September 14, 2019 – Close of auditions

- September 21, 2019 – Late Registration Closes

#### Deadlines for Band Auditions

- October 4, 2019 – Close of Band Auditions
- October 11, 2019 – Late Registration Closes

Please register your students early so we have time to problem solve in the event you have login problems.

- Students must be enrolled in the like ensemble at the high school where they are enrolled. For example, a student may not audition for All-State Orchestra if they are not taking orchestra at the high school (even if they are enrolled in Choir). Please check handbook for exact wording. Talk with Neil for scheduling conflicts and other issues.
- Teachers may only enroll their own students. For example, the choir director may not enroll band students for all-state auditions
- Home school students and students attending schools without music programs must contact me for directions how to register for auditions. Please do not add them to your list. This registration is a different process and requires different documentation.
- Please, please, please...double check student spelling before submission! Once the names are submitted for an audition registration they will appear in the program (and shirt) spelled this way. The only way to correct this is for you to send an email to me and for me to manually correct the spelling. There is a huge chance of error at this point as I will have multiple documents that will need to be updated.
- And Please (x 100) make sure that you enter student first and last name in the correct column! This is a huge issue if this is done incorrectly!
- If you have a student that is auditioning for 2 All-State ensembles (for example guitar and choir), you must speak to the other director and the student to determine what that student's preference is and then both directors must submit the same information. For example, if Ludwig is auditioning for Choir and Orchestra, both the choir and orchestra director should meet with Ludwig and find out what his preference is. If his preference is Orchestra, then both the choir and orchestra director must mark orchestra as his preference. This must be done at the time of registration...not later. In the past we have had the orchestra director say Ludwig's preference is orchestra and the choir director say his preference is choir. This becomes an issue, so please communicate when signing students up!
- Please only request a special audition time for serious conflicts as we can't accommodate everyone's wishes. For example, stating you would like to go in the morning so the students only have to miss their music class isn't a valid reason.
- If paying by PO, I must have the PO before students will be scheduled for an audition
- If paying by check, I must have the check before students will be scheduled for an audition
- Please make sure your business office has an updated W-0 for NMMEA. The updated version has my contact information (4540 Giddeon Truesdell, Silver City, NM 88061). If you need a copy, please email me.
- RENEW YOUR MEMBERSHIP BEFORE COMING TO ALL-STATE
  - Registering people on site for NAFME to be able to participate in All-State took time and resources away from people who had planned ahead. Please plan accordingly.
- Fees: New this year
- Commitment Forms
  - Remember to have your students and parents fill out **before** the auditions. These are to be held by the director and referenced if any issues arise concerning that which is stated on the form.

- o Concert and Order:
  - o Guitar, Orchestra, Band, Choir
- Honor Ensembles:
  - Dand-Artesia High School, Lisa Dillon
  - Choir-Los Alamos Topper Academy, Jason Turledge
  - General Music- Tucumcari Rattlers, Andrew Kesten
  - Jazz- La Qava
- o Congratulations to the 2018 NMMEA Awards Recipients-check website for details.
- **Vice President's Report & Treasurer's Report**
  - Band: \$7,461.08
    - o will meet in afternoon
  - Choir: almost \$3,000
    - o successful meeting, adding NW Honor choir into the schedule for this year.
  - Orchestra:
    - o VP: Chris Smith Treasure: Carla Lehmeier
  - Guitar
    - o Paternity leave
  - General
    - o Date and site for music festival---More to come
    - o Virginia Weaver is organizing a General Music Festival. Please contact your elementary music teachers and have them contact [nw-vpgeneralmusic@nmmea.com](mailto:nw-vpgeneralmusic@nmmea.com) to be included in the planning and execution of this event.
- **Unfinished Business**
  - o **NAfME Membership:**
    - o **Please check current membership. You may participate and vote only as an NMMEA Member**
- **DISTRICT HANDBOOK**
  - o ongoing
    - W-9's must be filled out always. Before clinicians or adjudicators get a check they need to have in their W-9.
- **New Business**
  - San Juan Youth Symphony has new director who wants to include more Farmington player, both string and wind. Contact the organization for more info.
- **Announcements**
- **Adjournment of General Meeting –**
  - o Motion to adjourn: Jennifer Lasley
  - o Seconded by: Dave Bridgwater