# Central Oklahoma Choral Directors Association

# 2016 Annual Business Meeting Minutes

Call to order

President Tami Lewis entertained a motion to call to order the annual business meeting of the Central Oklahoma Choral Directors Association at 10:00AM on October 24, 2016 at First Southern Baptist Church - Del City, Oklahoma.

Move to call to order: Sarah Bailey-Price

Second: Amy Pitts

*Motion carried*

Members present

The following members were present at the business meeting (per sign-in sheet and observation\*).

See Appendix A

The following members were unable to attend the business meeting due to festival responsibilities elsewhere (per worker list\*\*). See Appendix B

Approval of minutes from last meeting

Secretary/Treasurer Jessica Wheeler read the minutes from the last meeting. The minutes were approved as read.

Move to approve: Angie McKenna

Second: Wes Singleton

*Motion carried*

Approval of financial report

Secretary/Treasurer Jessica Wheeler presented the financial report. The financial report was approved as read.

Move to approve: Cristi Miller

Second: Christine Hrubik

*Motion carried*

Old Business

President Tami Lewis presented the following items of old business:

1. OSSAA Sanctioning/Eligibility and Transportation rules apply to COCDA. Attachment of school principal signature page to audition form
2. New venue site for festival has worked well to date
3. Increase of participation fee has given the organization “breathing room” (e.g. hiring of instrumentalists for festival)
4. **New business**
5. Proposals from COCDA Board regarding offices/responsibilities/chairpersons:
6. Restructure COCDA’s Board titles and responsibilities (i.e. removal of office of vice-president, addition of office of president-elect, addition of junior high choir chairperson)

Move to restructure COCDA Board offices/responsibilities/chairpersons as proposed by COCDA Board.

Motion: Katie Holmes

Second: Sarah Bailey-Price

*Motion carried*

1. Extend to Tami Lewis position of president for additional year to help facilitate restructure of COCDA Board

Move to extend Tami Lewis’ tenure as president for one year per proposal.

Motion: Christine Hrubik

Second: Billie Thomas

*Motion carried*

1. Nominations for board positions

Move to accept Board nomination of and elect by acclamation Mary Beth Singleton as COCDA President-elect

Motion: Stephania Abell

Second: Becky Horton

*Motion carried*

Move to accept Board nomination of and elect by acclamation Holly Pritchard as COCDA Secretary

Motion: Myles Simpson

Second: Matt Johnson

*Motion carried*

Move to accept volunteer service of Stephanie Keegan-Moring as High School Choir Chair

Motion: Mindy Dennison

Second: Brenda Mechling

*Motion carried*

Move to accept volunteer service of Kristine Hrubik as Junior High School Choir Chair

Motion: Stephania Abell

Second: Matt Johnson

*Motion carried*

1. Discussion of the timely payment of COCDA fees, consequences to schools with an outstanding balance beyond designated due date, assessment of late fee charges, and recognition of unusual or extenuating circumstances.
2. Timely payment of COCDA fees

Move to require a purchase order or check in the amount of the

COCDA balance in order to register at the fall clinic and all fees

paid in full by May 31 of the current school year in which fees

were accrued.

Motion: Wes Singleton

Second: Matt Johnson

*Motion carried*

1. Consequences for unpaid balances, amount of late fee and extenuating circumstances

Move to assess a late charge to a school whose balance has not been paid

in full by May 31 of the school year in which fees were accrued. Until

balance (including late charge) has been paid in full, said school shall

be prohibited from auditioning in the future.

Motion: Stephanie Keegan-Moring

Second: Stephania Abell

*Motion carried*

Move to amend previous motion (Section B/2) to include assessment of a 10% late charge to any school whose COCDA balance has not been paid in full by May 31 of the school year in which fees were accrued.

(e.g. outstanding balance of $100 = late fee of $10; total $110). In the event of extenuating circumstances, accounts may be resolved at the discretion of the COCDA Board.

Amended motion: Stephanie Keegan-Moring

Second: Stephania Abell

*Amended Motion carried*

1. Discussion of future festival date including purpose of the festival (i.e. all-state prep; inherent value of clinic itself), conflicts with non-concurrent fall breaks and potential non-participation should festival remain on fall break (one school opted out of 2016 festival due to conflict with fall break), marching contests, and before or after OMEA first round auditions. Non-binding straw poll was taken inquiring as to number of members preferring festival before OMEA round one and members preferring festival after OMEA round one. Poll resulted in a tie (15-15).

Move to hold the 2017 festival on the same day corresponding with 2016 date.

Motion: Matt Johnson

Second: Greg Johnson

*Motion failed*

Move to hold 2017 festival on Oct. 24, 2017

Motion: Jessica Wheeler

Second: none

*Motion died*

Move to hold 2017 festival on Monday, Oct. 30, 2017 after OMEA round one auditions.

Motion: Katie Holmes

Second: Greg Johnson

*Motion carried*

1. Discussion regarding opportunity to see raw scores of COCDA auditions. Precedent set by OMEA sending the first round raw score grand total. Neighboring regional choir sends entire score cards to directors.

Motion verbatim via email: “I move that within one week after the completion of COCDA auditions directors are sent the raw score totals for all participants from their own school that they entered for the audition. In addition, the cut line for each section and chorus will be sent as well. The officers of COCDA may decide the most convenient process to notify directors of these scores either by email or by regular mail.”

Motion: Greg Johnson

Second: Matt Washington

*Motion carried*

1. Discussion of travel expenses for clinicians

Move to pay travel expenses of clinicians.

Motion: Matt Johnson

Second: Stephania Abell

*Motion carried*

1. **Announcements**
2. Temperature control at future auditions: Audition host, Wes Singleton, stated at present Edmond Public Schools sets the comfort level at 74 degrees; onsite custodians cannot change the thermostat.
3. Treasurer Jessica Wheeler presented per student audition/festival income vs. expense ratio:

participation fee per student - $25.00 vs actual participation cost per student - $29.45

audition fee per student - $12.00 vs actual audition cost per student - $5.41

Brief discussion regarding non-profit status of COCDA and suggestion to revisit student fees following review of 2017 treasurer’s report as relates to non-profit organizations. No formal motion brought to the floor.

1. President Tami Lewis reminded and urged directors to submit suggestions for clinicians

Adjournment

President Tami Lewis entertained a motion for adjournment

Motion: Billie Thomas

Second: Cristi Miller

*Meeting concluded*

Respectfully submitted,

Jan Smith

Substitute Recording Secretary

**APPENDIX A**

\*The following members were present at the business meeting per sign-in sheet and observation.

Not all members present signed in; some signatures were difficult to interpret. Those present whose name does not appear on list below may contact the COCDA Board to offer an amended list.

Abell, Stephania

Bailey-Price, Sarah

Bielich, Steveanne

Blankenship, Erin

Carpenter, CJ

Chapin, Derek

Cowherd, Marla

Dennison, Malinda

Easley, Stephanie

Gonzales, Jacob

Hamilton, Eric

Herbel, Lynn

Holmes, Katie

Horton, Becky

Hrubik, Christine

Johnson, Greg

Johnson, Matt

Keegan-Moring, Stephanie

Kim, Jennifer

Lewis, Tami

Lindley, Rebecca

Loomis, Rebecca

Mash, Amber

Matlock, Gina

McKenna, Angela

Mechling, Brenda

Miller, Cristi

Mills, Kelly

Murphee, Angela

Peters, Linda

Pitts, Amy

Pritchard, Holly

Simpson, Myles

Singleton, Mary Beth

Singleton, Wes

Thomas, Billie

Trosper, Patricia

Wheeler, Jessica

Wood, Jenna

Young, Bryan

**APPENDIX B**

**\*\*** The following members were unable to attend the business meeting due to festival responsibilities elsewhere (per COCDA Job List and accompanists). Those whose name does not appear on the list below but were working in another capacity during the business meeting may contact COCDA Board to offer an amended list.

Cooper, Robert

Gass, Cynthia

Hillis, David

Wallace, Ron

Washington, Matt