

**Board of Directors
Florida School Music Association
February 24-25, 2013
Embassy Suites/University of South Florida
Tampa, Florida**

Board Members Present

Tim Cool - President
Dr. Ken Williams – President-elect
Don Langland - Executive Committee Representative
Jayne Ellspermann – Florida Department of Education
Beth Cummings – Florida Music Educators’ Association
Dr. Ruth Heckman – Florida Association School Administrators
Linda Mann – Florida Bandmasters’ Association
Neil Jenkins – Florida Bandmasters’ Association
Nancy Beebe – Florida Orchestra Association
Mark Scott – Florida Vocal Association
Dr. Monty Musgrave – Florida Music Supervision Association
Joie Cadle – Florida Association of School Boards
Billy May – Florida Association of School Administrators
Dr. Scott Rudes – Florida Department of Education
Dr. Craig Collins – Florida Association of School Administrators

Board Members Not Present

Carol Cook - Florida Association of School Boards
David Lewis – Past President

Guest Present

Mark Payne – James Moore & Associates

Staff Members Present

Dr. Kathleen D. Sanz, Florida School Music Association Executive Director
Valeria Anderson, Florida School Music Association Director of Operations
Richard Brown, Florida School Music Association Business and Special Projects Manager

Call to Order

- President Cool called the meeting to order at 8:34 am Monday, February 25, 2013.
- Introductions were conducted by individual board members

Review and Adoption of Interim Action

Minutes of October 2012

It was moved by Ruth Heckman, Seconded by Joie Cadle, and carried unanimously to approve the minutes as presented.

Reports

Mark Payne, James Moore presented and discussed the component audits. No questions were asked by the board on the component audits.

Financial Report

Richard Brown presented the financial reports including:
Florida School Music Association Cash Flow Detail Sheet
Florida School Music Association Balance Sheet

It was moved by Jayne Ellspermann, Seconded by Nancy Beebe, and carried unanimously to accept the financial report.

*Motion to review insurance structure as it pertains to student accident for FBA, FOA, and FVA
It was moved by Dr. Craig Collins, Seconded by Beth Cummings*

Dr. Sanz stated that there was an Investment Policy discussed in the Governance Policy, but the need to have an additional one in place that gives perimeters is necessary.

It was moved by Joie Cadle, Seconded by Jayne Ellspermann to approve the Investment Policy; carried unanimously

Bylaws

Article III, Section 1 – Board of Directors

- #1 appointed by FASA – change
- #4 appointed by FADSS – change
- #5 appointed by DOE – delete
- #6 appointed by DOE – delete

These changes will need a second reading and approval at the next board meeting

It was moved by Michael Dye, Seconded by Sheryl Singletary to accept the by-law changes; carried unanimously

Executive Director's Report – Kathleen D. Sanz

The following reports were presented:

1. Membership Report that included both paid and non-paid schools by County (53 of the 67 school districts pay by district)
2. Legislation – 150+ bills were filed to date; participation rates and the data reports were discussed
3. Student forms were discussed.
4. Monitoring Report was distributed– any comments should be sent to President Cool
5. FSMA Office – Executive Director Sanz provided an update on office staff, technology and Partnerships.

Break was held from 10:20 am – 10:35 am

FSMA Goals:

Executive Director discussed the FSMA goals and plans to work toward meeting the goals:

- a. The highest quality Music Performance Assessments available in the nation
 - certified adjudication for all MPA events
 - high quality performance venues

- conduct survey of experiences by director/students, etc.
- b. Cultivating excellence of Florida music programs for all students
 - professional development – district chair leadership training
 - legislative actions
 - State Regulations Educational Facilities (S.R.E.F.)
 - Florida Inventory of School Houses Report (F.I.S.H.)
 - advocacy campaigns
 - Public relations/publicity
- c. Models for and tools to recognize best practices in excellent music programs
 - identification of best practices
 - FISH & SREF with Department of Education
- d. Events sanctioned by FSMA shall be safe and fiscally responsible, provide equity in adjudication across the state, and provide student access to programs.
 - adjudication training
 - legislative issues
 - performing venues
 - audits and district assistance

Component Reports:

Florida Vocal Association Report – Michael Dye/Mark Scott

Written Report – See attachment

Florida Orchestra Association Report – Nancy Beebe

Written Report – See attachment

Florida Bandmasters’ Association Report – Linda Mann

Written Report – See attachment

Committee Reports

Appeals – it was stated that Wellington Christian School, Cambridge Christian School, and Cornerstone Charter Academy were granted and President Cool explained the rationale for acceptance.

Policy Committee

- a. Rules and Regulations
- b. Policies for Governance was discussed – Joie Cadle
It was moved by Joie Cadle, Seconded by Linda Mann to approve the draft Policies for Governance

The report emailed by John LeTellier, Jr. was referred by Dr. Sanz. No discussion followed.

Lunch Recess 11:53 am - 12:27 pm

Calendar Committee – Beth Cummings will conduct a conference call within the next two weeks with the component executive directors and presidents

Nominating Committee –

It was moved by Dr. Ken Williams, Seconded by Dr. Scott Rudes that Jayne Ellspermann become the FSMA President-elect. Unanimously carried

Unfinished Business

- A. Component credit/debit card policy
 - FBA – has policy in place
 - FOA – has policy in place
 - FVA – do not have a policy in place, but will by their next board meeting
 - FSMA – Motion: to accept the credit/debit card policy as presented
 - Moved by Linda Mann, Seconded by Jayne Ellspermann; approved unanimously*

- B. Out of Country Students – Department of Defense (DOD) Schools
 - Check with attorney; change will be needed in Bylaws and Constitution.
 - Motion: to revisit bylaws and constitution to allow DOD schools to participate in FSMA activities
 - Moved by Michael Dye, Seconded by Sheryl Singletary; carried unanimously*

- C. Participant Assessment Fees

Motion: to eliminate the \$.10 per participant assessment the component organizations pay to the Florida School Music Association yearly.

Recommendation presented by Beth Cummings

- 1. Make no change in the per student assessment fee
- 2. Work with the Center for Fine Arts staff to increase component support in the following ways:
 - a. Certified adjudicators for all MPA events
 - b. High quality performance venues
 - c. Conduct survey of experiences by directors/students, etc.
 - d. Study and report through national associations of other state MPAs
 - e. District assistance for district chair training and audit preparation

Moved by Beth Cummings, Seconded by Dr. Craig Collins to accept the Finance Committee's recommendation

12 Yeas, 0 Nays, 1 Abstention

New Business

Student Forms – Monty Musgrave

- 1. Consent and Release from Liability
- 2. Media Consent and Release
- 3. Physical Evaluation
- 4. Heat-Related Illness
- 5. Concussion

Motion: to take no action on these forms

Moved by Michael Dye, Seconded by Nancy Beebe, carried unanimously

Line 53 on the Cash Flow was explained by Dr. Sanz

- 1. Executive director compensation
- 2. Membership services
- 3. Board management
- 4. Financial Planning and administration
- 5. Technology Services
- 6. Government Compliance

What is needed from each component for adjudicator training? Dr. Sanz asked the components to submit their requests to her soon.

Home School Co-op

Big Bend Homeschool Music Cooperative's request was submitted to the FSMA board for discussion to become a member of FSMA. There was discussion and clarification of the purpose of this home school co-op.

Motion: to accept Big Bend Homeschool Music Cooperative as a FSMA member in District 3

Moved by Sheryl Singletary, Seconded by Joie Cadle, carried unanimously

Future Dates:

FMEA Clinic-Conference January 8-11, 2014

October 20-21, 2013 TBA

Good of the order

Motion by Linda Mann, Seconded by Jayne Ellspermann, carried unanimously to adjourn the meeting.