

**NMMEA Executive Committee Meeting**  
**July 27, 2007 - 6:30 PM**  
**New Mexico Activities Association Conference Room**  
**6600 Palomas NE, Albuquerque, NM 87107**

**Minutes**

Members Present: Members present: Chuck Gerheart, President; Nicole Glass, General Music VP; Carol Barnes, Choral VP; Eric Walters, Orchestra VP; Joseph Flores, Band VP; Dustin Seifert, Collegiate VP; Aaron Fleming, Past President; Keith Jordan, Editor "New Mexico Musician"; and Don Gerheart, Executive Director.

Site Coordinators Diantha Swoboda and Larry Wheeler were also in attendance.

1. **Call to Order** - Chuck Gerheart, NMMEA President called the meeting to order at 6:35 PM.
2. **Approval of Minutes - Executive Committee (2/23-34/07)** There were no changes or additions to the minutes. They were approved as submitted.
3. **NMMEA All-State Auditions Review:** President Gerheart, Vice Presidents: Eric Walters, Carol Barnes, Joseph Flores, and Don Gerheart.

A. Review and Update Audition Procedures, Forms, Dates, Sites, Chairpersons, etc.

**2007 Audition Dates, Sites, and Chairs**

**Choral**            Oct. 22, 2007 - Las Cruces, NMSU - Diane Schutz  
                         Oct. 23, 2007 - Albuquerque, UNM - Regina Carlow  
                         Oct. 24, 2007 - Albuquerque, UNM - Regina Carlow  
                         Oct. 25, 2007 - Albuquerque, UNM - Regina Carlow  
                         Oct. 26, 2007 - Portales, ENMU - Roberto Mancusi

September 22, 2007 is the last day to register at the \$10 registration fee.  
No audition registrations will be accepted after midnight September 29, 2007.

**Strings**            Oct. 24, 2007 - Las Cruces, NMSU - John Schutz  
                         Oct. 25, 2007 - Albuquerque, Cibola - Aaron Fleming  
                         Oct. 26, 2007 - Albuquerque, Cibola - Eric Walters

September 24, 2007 is the last day to register at the \$10 registration fee.  
No audition registrations will be accepted after midnight October 1, 2007.

**Winds/ Percussion**

                         Nov. 27, 2007 - Las Cruces, NMSU - John Schutz  
                         Nov. 28, 2007 - Portales, ENMU - Dustin Seifert  
                         Nov. 29, 2007 - Albuquerque, La Cueva - Keith Jordan  
                         Nov. 30, 2007 - Albuquerque, La Cueva - Keith Jordan

October 27, 2007 is the last day to register at the \$10 registration fee.  
No audition registrations will be accepted after midnight November 3, 2007.

- B. Audition Teams, Approval of Audition Team, and Related Information  
It was moved by Carol Barnes that the audition teams as corrected be approved.  
Seconded by Dustin Seifert. Motion passed.
- C. 2007 Audition Procedures, Revisions, Audition Center Packets, and related information.  
The Audition Procedures were reviewed by the respective VP's and will be sent to the team audition team with copies emailed to the VP's and the District Presidents.

President Gerheart reminded the Executive Committee that we will only post music excerpts if they are public domain. We cannot violate copyright laws.

- D. All-State Online Revised Audition Registration Forms, Scoring Sheets, etc.  
All forms have been modified and updated and are ready to go. Executive Director Gerheart suggested that all audition scoring sheets be labeled with pertinent information and be made available at the time of the auditions. Directors need not download forms and fill them out to bring to the auditions.
- E. Review and Discussion of All-State Audition Fees  
It was determined that there is no need to recommend an audition fee increase at this time.
- F. Other Audition-Related Business  
Vice President Barnes presented an All-State Chorus Alternate Attendance Policy. After much discussion it was moved by Dustin Seifert that alternates (for all sections) will not be listed on the NMMEA website. Teachers will not be notified of alternates named unless these students are needed to fill ensemble vacancies. Seconded by Aaron Fleming. Motion passed unanimously. The Handbook will be modified to reflect this change. Any alternate added after December 10<sup>th</sup> will not be listed in the All-State Program.

#### **4. The 2008 All-State Music Festival and In-Service Conference January 9-12, 2008**

- A. UNM Facilities, Logistics, Responsibilities, etc. - Diantha Swoboda & Larry Wheeler  
All-State Site Co-Chairs  
No major concerns about the facilities at this time. President Gerheart reminded the band, choir, and orchestra VP's that any students who are not prepared on their music during the memory test or the chair placements are to be reported to the respective VP.
- B. All-State Registration Fees Review, Exhibits, Parking, Hospitality Room, Security, Mulhair Studio and Zia Graphics Contracts, etc. - Don Gerheart  
Don Gerheart reported that conference fees have not been increased for at least 13 years. We charge one of the lowest registration fees in comparison to other states. After considerable discussion it was agreed to continue this discussion with the Board of Directors. The Exhibitor Packets are ready to go upon approval of the conference hotel. Parking remains the same with the exception of a \$1 increase for event parking (\$6) and the VIP parking, which increased to \$10.75. The recording and All-State merchandise contracts are in place through the 2008 All-State. Security will be provided free of charge by the National Guard for all areas except for the exhibit area which will be paid security. VP's are to remind in state clinicians that they must register for the conference to receive a badge.
- C. NMMEA Vice-Presidents Report  
Nicole Glass, Carol Barnes, Eric Walters, Joseph Flores, and Dustin Seifert  
(Please submit three copies of your reports for President Gerheart, Editor, and Don Gerheart)
  - 1. Schedule of Activities - President Gerheart and Vice Presidents  
Each Vice President presented what workshops they are planning to offer. All extra instrumentalists are in place with the exception of an electric bass and blue grass fiddle player. All travel information is to be provided no later than October 1<sup>st</sup>. Ms. Swoboda pointed out that there may some issues with room availability, which she will have to look at and resolve.
  - 2. Contracts - All accompanists and paid performers need contracts in place ASAP.
  - 3. Workshops, Clinicians, Reading Sessions, etc. - VP's  
Companies wanting to present workshops, clinics, etc. must also exhibit.  
Clinicians must furnish their own materials.
  - 4. Special Equipment Needs  
All equipment and special needs are to be requested through the Site Co-chairs.

It was moved by Carol Barnes to circulate attendance sheets at all clinic sessions. Seconded by Dustin Seifert. Motion passed unanimously.

- 5. 2008 Honors Groups, Concerts, etc. - VP's

Dustin Seifert moved for approval of the Artesia HS Band, the Eldorado Screamin' Eagles Jazz Band, and the Clovis HS Chorale as the 2008 Honor Groups. Seconded by Joseph Flores. Motion passes unanimously.

**Honor Group Rehearsal Time - Popejoy Hall**

5:05 PM to 5:45 PM      Orchestra  
5:50 PM to 6:30 PM      Band  
6:35 PM to 7:15 PM      Choir

**Honor Group Performance Order & Warm up Rooms**

Choir - Keller Hall - CFA  
Orchestra - B120 - CFA  
Band - B117 - CFA

- a. Warm up room, storage of equipment and clothes - Diantha/Larry
- b. Stage crews for rehearsals and concerts - VP or designee
- c. VP's are designated persons in charge of Honor Group
6. General Music Clinician, Honor Choir, etc. - Nicole Glass  
The head clinician is in place but there will be no Elementary Honor Group as there were no submissions received.
7. All-Star Collegiate Band, etc. - Dustin Seifert  
Mr. Seifert reported that there will be some time built into the schedule for collegiate students to attend some clinics.
8. Friday Afternoon Concert Participants and Program  
Rehearsal Times and Performance Venues for the Friday Afternoon Groups  
All-Star Collegiate Band  
String Group - TBD  
Choral Group - ENMU Changer Singers
9. Monitors - District Presidents provide names to Vice Presidents
10. Comp Tickets for All Concerts - Site Chairs  
District Presidents will assist with the ticket distribution at Saturday's concerts.
11. Transportation/Drivers for All-State Guest Conductors  
VP's will assign someone to drive guest conductors as needed.
12. Chairpersons and Assistants for All-State Groups  
Co-Chairs are in place for the All-State groups.
13. Business/Awards Luncheon - Menu, details, etc. - Diantha Swoboda  
The luncheon format will not change significantly.
14. The General Music Business Meeting needs a bigger area to conduct their business meeting and to hold their luncheon. Part of the luncheon will be subsidized.

**5. NMMEA 2008 All-State Festival Concerts**

Saturday, January 12, 2008 Chuck Gerheart, Presiding

- A. Performance Order and Concert Times  
Treble Choir 9:30 AM - Mixed Chorus 10:15 AM  
Concert Orchestra 11:45 AM - Symphonic Orchestra 12:30 PM  
Small School Band 2:00 PM - Concert Band 2:45 PM - Symphonic Band 3:30 PM
- B. Ticket Distribution - District Presidents or their Designee - Foyer of Popejoy  
District Presidents are to determine coverage for ticket distribution. For example:  
District 1 and 2 Report at 8:45 AM  
District 3 and 5 Report at 11:00 AM  
District 6 and 7 Report at 1:15 PM
- C. Additional All-State Matters
  - a. Student Performance Dress - School Uniforms
  - b. Instrument Case Storage - Room 1108 CFA
  - c. Stage Crews to be determined by VP's
  - d. House Manager - Aaron Fleming
  - e. Traffic Pattern for Saturday Concerts

We need to alleviate the congestion in the foyer during our Saturday concerts due to too many people in the foyer of Popejoy at the same time. Concert goers will be asked to exit via the side doors following the concerts and the student participants will move on and off stage via the basement. Popejoy staff will also be asked for assistance with traffic control.

f. All-State Concert Ticket Price Review to be addressed by the Board of Directors.

**6. Conference Hotel Approval**

Airport Vagabond Inn Executive  
1901 University Blvd. S. E.  
Albuquerque, NM 87106  
800-920-1901

\$59.00 per room plus tax \$7.60 = \$66.60 Single or double or up to 4 students per room.

Price includes a full breakfast.

Nicole Glass moved that we approve the Airport Vagabond Inn as the conference hotel for the 2008 All-State Convention. Seconded by Dustin Seifert. Motion passed.

**7. Unfinished Business**

a. None presented.

**8. New Business**

a. Recommendation will be sent to the Board of Directors for approval of the All-State dates for 2009. UNM has sent a letter of invite to host the 2009 All-State January 7-10, 2009.

b. Media Coverage - We will work hard to increase PR for our All-State Conference. Suggestions and volunteers are welcome.

**9. Adjournment**

Joseph Flores moved to adjourn. Seconded by Aaron Fleming.

Meeting adjourned at 10:20 PM.

Respectfully submitted,

Don Gerheart, Executive Director NMMEA