

Regional Management Team Meeting Minutes
Meeting Friday, 5/20/05, Radisson Hotel, Seattle, WA

Persons Present: Phyllis Sandel, Janice McKenna, Kathy Domkoski, Dottie Dedrick, Gayle Robinson, Mary Ann Milette, Karen Leet, Chera Boom, Kay Lawson, Susan Soderberg, Patty Martin, Beth Heitz

Item	Discussion	Action/Resolution	Follow up Needed	Follow up Resp.	Due Date	Status
SET Plans	Request from the region for track program. Attempting quartet, chorus, admin track, using regional faculty. Need to pay Regional Faculty All-Events. Diminished chorus sizes, hotel room requirements, previous attendance may be a shortfall on SET. Last year's profit was \$900. Gene doing general session and directors session, and then some chorus and quartet sessions on Saturday. Gene likes demo groups, so maybe more work than just with winning chorus and quartet. "Acapella" as SET song, \$250 for song. Dottie is asking whether to raise SET fee from \$40 to \$45, however we just raised all-events. Gene is \$900 plus travel.	Janice and Dottie work out budget	Yes	Dottie & Janice	6/15/05	Tabled
		Silent auction for SET, find a chair	Yes	Dottie	6/30/05	
		Decide whether to raise SET fee	Yes	RMT	6/30/05	
	Other sources of revenue might be the Children's CD, however may need to be used as Marketing tool more for schools rather than making revenue. Silent auction at SET, procurement for silent auction items is challenge.	Revisit CD issue with choruses to make sure their 5 CD's are getting out in community.	Yes	Janice	6/15/05	
	SET marketing on website, In Tune, chorus mailings.	Send out mass email to all members	Yes	Chera & Dottie	7/1/05	
	Grant writing track at SET hasn't gotten that much of a response.	Follow up on grants				
	Grants for SET. State of WA not as willing due to multi-state.	None required.				
	Open up SET to teachers in area.	Invitations will be sent to teachers in the area for this year's SET.	Yes	Dottie	Prior to SET	
SET not contracted for 2007	Education and Events will work together to determine contracts	Yes	Dottie & Kathy	6/15/05		

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		and location				
Barbershop Appreciation Day	Proclamation in WA State House. Gayle taking care of article. Patty getting group for capital steps. Susan Soderberg is marketing to public and choruses. Patty Martin is working logistics on who is singing and what we're singing. Regional songs are being chosen out of Mass Sing Songbook.	Susan include list of songs to choruses in marketing materials for capital steps singout. Plan on logistics of singout to Gayle and RMT.	Yes	Susan Patty	6/1/05 6/15/05	Completed Completed, and information sent to choruses via email
Electronic In Tune	Ideas are one printed to each chorus, mail plain paper copy to only those without emails, then perhaps move to asking choruses to print out for their non-email members.	Explanation of costs, transfer printing costs to education. Communicate with chapter leaders. Ask them to communicate Communicate with acapella joy on "being heard" Next version is electronic, Chera will ensure that choruses get message to please print copies for non-email members.	Yes Yes	Mary Ann & Chera Chera	6/10/05 Next version of In Tune, July	Chera spoke with LeeAnn, president of aj at RMT training and personally thanked her for input.
Aloha Chapter Inquiry	List of questions from Hawaii chorus. Main issue is faculty to Hawaii. Biggest expense is transportation. TAG program has promised Area school every other year, faculty to each chorus on other years. \$1000 per school, 5 schools per year. Choruses provide housing for TAG faculty. Hawaii chorus has 35 members, they are the only SAI chorus. Not enough revenue to cover either area school or faculty visit. Are there enough funds from other events to subsidize this chorus? Concern over geographic challenges we already have with Alaska and Eastern Washington. Benefits to us are the status and helping another chorus join. What funds does SAI invest in a satellite region? Can we get some of that?	Follow-up SAI on possible funds for satellite, need about \$1200 from SAI to help subsidize. Email group with information for decisions to get back with Hawaii. Future discussion.	Yes	Gayle TBD	5/31/05	Completed, no funds available Completed, RMT consensus that R13 could not support this chapter as we would

Item	Discussion	Action/Resolution	Follow up Needed	Follow up Resp.	Due Date	Status
	Kay brought up request for more scholarships at SET. If they're under 26, SET is ½ price.	Not sure if this had action item or resolution.				wish to, and a letter has been sent to the chapter.
Competition Evaluation	<p>Write up from Judy O'Brien on Showcase presented. Main drawback is extra night at hotel. Main pro is to get breaks on meeting and conference rooms. Hidden cost of members is losing day of work. Can be a strain for choruses performing Thursday, competing Saturday, performing Saturday night. Originally a money maker, tickets were separate from all-events. Added cost into all-events, which meant people who didn't come to Thursday still paid for the event. Not having Showcase impacts hotel costs for next 3 years.</p> <p>Met hotel costs, didn't have to pay extra. Kathy has talked hotel into NOT increasing room expectations.</p> <p>Judges very appreciative of Spokane venue.</p> <p>Feedback on competition was positive from region on hotel (new mattresses), opera house was great. Cleaning crew struck pit on Saturday—team had to remake it Saturday morning, but Opera House crew is great.</p> <p>May get final report from CRC.</p> <p>Not all competition costs are in, waiting for final bills.</p> <p>Janice wants discussion to change Region FY back to SAI FY.</p>	<p>Educated guess on contracts w/hotel without Thursday night showcase</p> <p>None required.</p> <p>None required.</p> <p>None required.</p> <p>Follow up as necessary.</p> <p>None required.</p> <p>Happened on 5/22/05 meeting, Janice will implement.</p>	<p>Yes</p> <p>No</p> <p>No</p> <p>No</p> <p>No</p> <p>No</p> <p>No</p>	<p>Kathy & RMT</p>	<p>5/22/05</p>	<p>We completed more discussion on this, and will solicit input from choruses, then further discussion will happen.</p> <p>Completed.</p>
Quartet Education	Need more quartet education is being prioritized due to judges comments Quartet development team, three legs of Unplugged, Zoe Thompson, and Melanie Wroe. This involves working with a quartet on tapes and score sheets. Quartet Wannabe party by Unplugged for WA, need one for AK. .	Get a Quartet Wannabe session in AK, share model with Region	Yes	Karen & Peggy	9/1/05	

Item	Discussion	Action/Resolution	Follow up Needed	Follow up Resp.	Due Date	Status
	<p>Idea for quartets to perform before each SET session. Send invitations to quartets</p> <p>Sea-Adelines fund is different from Quartet track, about \$9000. Idea is to spend interest, not principal, however some people have earmarked to use funds immediately. Guidelines on how to apply are forthcoming.</p>	<p>Set up quartets for SET</p> <p>Get application guidelines published</p>	<p>Yes</p> <p>Yes</p>	<p>Dottie & Teresa McCafferty</p> <p>Janice</p>	<p>Prior to SET</p> <p>6/15/05</p>	
TAG	<p>Four choruses scheduled, region is excited! Modules are being written, some are finished. Dottie counting on money from RMT, due to scheduled visits. TAG program is new, budget for this program a true budget.</p> <p>Get more regional faculty in Alaska so they can work with existing faculty to get trained.</p>	<p>This program needs money. The team has to get budgets written. (See budget discussion later in minutes)</p> <p>Identify potential faculty members</p>	<p>Yes</p> <p>Yes</p>	<p>RMT</p> <p>RMT</p>	<p>TBD</p> <p>Ongoing</p>	
Silent Auction	<p>Not sure if we contributed anything with YSF auction at International. Region 13 has always contributed except for last year. Do we want to do auction or make a donation? Need a YSF foundation liaison, Evelyn can no longer be liaison.</p> <p>Ideas for liaison: use RMT Report list, and focus on software</p>	<p>Continue doing this</p> <p>Find a YSF Chair and a product, like software.</p> <p>Budget \$100 for Silent auction item.</p>	<p>Yes, see below</p> <p>Yes</p> <p>No</p>	<p>Gayle & Susan</p>		

Meeting, Saturday 5/21/05, Radisson Hotel, Seattle, WA

Persons Present: Phyllis Sandel, Janice McKenna, Kathy Domkoski, Dottie Dedrick, Gayle Robinson, Mary Ann Milette, Karen Leet, Chera Boom

Item	Discussion	Action/Resolution	Follow up Needed	Follow up Resp.	Due Date	Status
Revitalization	Cascade Winds and Greater Tacoma choruses are in danger of having numbers too low to recharter.	See discussion below for each chorus				
Cascade Winds	<p>Cascade Winds has a long history, which has been discussed within the RMT via emails and phone calls. They had to compete for rechartering, only had 8 members on state. Judges comments indicates scores that low had never been given, basically at a D+. Dottie sent a letter to the president stating that they could not sing out in public until their music was up to SAI minimum standards. SAI has never encountered this situation with a chorus that isn't up to par but won't take appropriate steps. The director of CW doesn't seem to have the appropriate musical skills to get the chorus up to the musical standards. Gayle spoke with Carole Kirkpatrick for guidance and was advised that the RMT needs to evaluate resources—revitalization is a huge outlay of resources and may not be in the best interests of Region 13. Discussions with Patty Warren indicated that even as far back as the 1980's the Yakima area chorus was not up to the minimum quality expected by SAI. RMT very concerned that Yakima area now has an image or perception of SAI that is detrimental to the organization. Mary Roy, the president of CW contacted Chera via email, Chera did not respond pending discussion with RMT. Gayle called Mary on 5/20/05 to let her know we would be discussing their request for revitalization. Gayle read the letter from the CW director, and while the past history and plans for the future were well articulated, there seems to be a disconnect between the letter and what RMT and judges experienced at the 2005 Competition listening to CW. Gayle read the proposed letter denying CW revitalization.</p>	RMT reached consensus to deny revitalization status to Cascade Winds.	Yes	See below.		
		Gayle will telephone Mary Roy to inform her of the decisions.	Yes	Gayle	5/31/05	Completed
		Gayle will send letter signed by MMC (Gayle) and EC (Dottie) denying revitalization. This letter will be sent certified, return receipt requested. A copy of the letter, along with the CW director letter will be sent to Michelle Brazeal at SAI.	Yes	Gayle	5/31/05	Completed
Greater Tacoma	Greater Tacoma Chorus is also a chorus with a long history of trying to retain membership and maintain	If chorus has over 15 members, revitalization is a	Yes	Gayle	5/25/05	Completed, GTC had

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Chorus	<p>quality of singing. GTC may have been a C or C-level at 2004 Region 13 Competition. Their director also directs Grand Olympics Chorus. SAI says GTC doesn't have membership to recharter, Kay Lawson and Dee McCree indicate that they do have enough members. Dottie said her previous attendance at a GTC rehearsal only had 10 members present. Kathy was a member of this chorus, and feels that their struggle with membership and quality will be an ongoing issue. Dottie feels they might have a chance of improving. Other RMT members are torn between wanting to give this chorus a chance but also protecting the standards that SAI demands. If GTC is denied revitalization, there are other choruses in the area for former members to join.</p>	<p>non-issue. Contact with GTC will happen to find out numbers. Gayle will email RMT if conference call is necessary.</p> <p>If revitalization is an issue, RMT needs to reach consensus on allowing or denying revitalization status. RMT will plan on a conference call for Wednesday, May 25 at 9:00 p.m. AK time, 10:00 p.m. WA time.</p> <p>Chera will set up conference call and send out teleconference directions and protocol.</p>	<p>Yes</p> <p>Yes</p>	<p>RMT</p> <p>Chera</p>	<p>5/25/05</p> <p>5/25/05</p>	<p>membership to renew charter.</p> <p>Completed, non-issue.</p> <p>Completed, non-issue.</p>

Meeting, Sunday 5/22/05, Radisson Hotel, Seattle, WA

Members Present: Phyllis Sandel, Janice McKenna, Kathy Domkoski, Dottie Dedrick, Gayle Robinson, Mary Ann Milette, Karen Leet, Chera Boom

Item	Discussion	Action/Resolution	Follow up Needed	Follow up Resp.	Due Date	Status
Budget	Janice needs feedback from each of us create the budget.	Janice will be meeting Maxine to transition financial data.	Yes	Janice	TBD	Completed
		Janice will get each of us our actual costs by account for last year for RMT members to create new budgets.	Yes	Janice	TBD	
		Each RMT member will get budgets back to Janice.	Yes	Each RMT member	TBD	
		Janice and Dottie will set up different subcategories for education.	Yes	Janice & Dottie	TBD	
	New software begins May 1, 2005, Janice will be using account balances from April 30 balances. She'll be renumbering the accounts to be more meaningful.	Create new accounts scheme, communicate to RMT.	Yes	Janice	ASAP	
For now, vouchers can just have general descriptions as Janice creates new number system. Send vouchers to Janice. Each RMT member needs to keep a copy of the 3-part voucher form. Discussion on how postage/Central Duplicating.	Everyone will do this.	No				
Bank account had four people. Team coordinator (Phyllis Sandel), Financial Coordinator (Janice McKenna), Events Coordinator (Kathy Domkowski), Education Coordinator (Dottie Dedrick). Discussion on Alaska being signers, not a need, but Karen and Chera will get a copy of Regional Credit card.	Change signers on bank account, renew credit card and get duplicate for Alaska.	Yes	Janice	TBD		
SET	Admin track will have RMT panel, DIVA's class. Airfare for Karen and Chera for SET go in CTC and	None required.	No			

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	DC budgets					
Thursday Night Showcase and Region 13 Convention	Discussion on hotel benefits with extra night and room charges. Showcase audience is primarily performers. Choruses have option to perform, but some chorus cultures force this as a requirement. Change Thursday night could be "First Night" like Region 26. Change to RAMM, longevity and some performances on Thursday, offer another attraction for Friday morning. May have impact on catering contract from Friday morning. Get pressure off International champs for Thursday, let them perform after competition or in Fest. Of Champions. Think of this as "Convention" rather than "Competition" and offer more alternatives to members. We need to know from choruses how they feel. We all agree that Thursday night event will still exist in some form so Kathy can sign contract.	Contact choruses to get input on Thursday night option.	Yes	RMT, using buddy system	6/30/05	
		Get Summary of chorus feedback through Buddy System to RMT	Yes	Mary Ann	8/1/05	
		RMT decides on plan of action and gets to Convention Steering Committee	Yes	RMT	Prior to SET	
RMT Buddy System	Create personal, ongoing contact between RMT and choruses.	Get current list of chapter president's and team coordinators	Yes	Chera	5/31/05	Preliminary list sent, not finalized yet.
		Get list of script items to Phyllis	Yes	Chera	5/23/05	Completed
		Create script for first contact	Yes	Phyllis	5/31/05	Completed
		Make those phone calls!	Yes	RMT	6/30/05	
		Email feedback to Mary Ann and Gayle	Yes	RMT	6/30/05	
		Create Summary of all feedback and accumulate data prior	Yes	Mary Ann	8/1/05	
		Assign members to Choruses Chera—Mountain Melodies, Kitsap Pines Karen—SOS, Coeur d'Alene Phyllis—Seattle Shores, Jet Cities Dottie—Sourdough, Inland	Yes	RMT		Completed

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		Harmony Janice—Harmony Northwest, acapella joy Kathy – Fairbanks Frontier, Greater Tacoma Gayle – TOTW, Olympia Mary Ann --Grand Olympics, rolling hills, Pacific Sound				
Chorus Sparkplugs	Create a contact in each chorus who will be the RMT contact getting issues out to chorus and getting feedback back from choruses.	Draft Sparkplug job description	Yes	Gayle & Mary Ann	6/15/05	
		Get names for chorus Sparkplugs as part of buddy system 1 st script.	Yes	RMT	6/30/05	
January Meeting Minutes	Need to review January meeting minutes.	Read, revise and approve	Yes	RMT	5/27/05	Completed
Other	Find International Buddy	Contact International	Yes	Chera	5/31/05	Completed, Sharon Babb
	Names for Membership and Marketing	Add to Buddy Script	Yes	Phyllis	5/31/05	
	Director Input	Establish contact	Yes	Karen	Ongoing	
	Phone cards	Each member buy their own	Yes	RMT	ASAP	Completed
	Mediation steps and Ellen's attachments to everyone	Phyllis will email	Yes	Phyllis	ASAP	
	Radio data	Janice will collect for RMT	Yes	Janice	TBD	
	Long Range/Strategic Plan (Note from Chera—in our training with Ellen, she emphasized getting plan available to members of the region. We didn't discuss this, so agenda item for next meeting?)	Update LRP and send to Phyllis	Yes	RMT	7/1/05	
Meeting Schedule	Get together at SET for panel discussion, see what other time we may need at SET October 22, 23 rd , 2005.	Mark your calendars!	No			Completed

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	January 28, 29 th 2006. Use Radisson Gateway Facility, works well.					

Membership & Marketing Report for May 22 Meeting

Since we last met, my main activity was to research, identify, and notify Region #13 members who were eligible for longevity awards. I did so. 129 certificates were made and sent to recipients in their various choruses. Award ribbons were distributed at our annual RAMM Breakfast. We had two special awards this year. One was to 50-year Sweet Adeline member, Bettie Brunko and the other was an "honorary" 40-year member to Jack Anderson, the director of the Olympia Chorus.

Other activities included the use of our regional choruses' e-group of chorus membership people in the sharing of marketing and membership recruitment and retention ideas. I was especially delighted to meet one of the teenage members of the Couer d'Alene Chorus. Four teens have joined that chorus as a result of the scholarship event produced by the chorus. They used a modified model of the scholarship event class given at last summer's SET.

A far less pleasant "activity" was working with Dottie Dedrick and Sally Wallace to hold an "intervention" between an unhappy member of the Rolling Hills Chorus and their management team. This took about a dozen phone calls between those involved.

The Na Leo Lani Chapter in Honolulu has contacted me about becoming a part of region #13. Discussion is requested at the May RMT.

I have received notice of yet another Silent Auction for the Young Singers' Foundation. Our liaison, Evelyn Weiss, has declined to continue in her position. Again, discussion is requested at the RMT meeting.

I am happy to report that I have asked Joani Teutsch, a member of Pacific Sound Chorus, to use her journalism skills in writing up various local and regional activities for print release. She has agreed to do so. Our first venture is the reporting of the proclamation for Barbershop Appreciation Day. I hope to have this in hand soon to send to all of our choruses to use as a template and modify for their local papers.

It is my understanding that CAL members, Connie Alyward and Linda Muldowny have contacted headquarters about starting a prospective chorus in the area where the Grand Olympics Chorus is located. I have not been contacted but did receive a copy of the letter headquarters sent back to Connie.

I have personally talked to Mary Roy, the president of the Cascade Winds Chorus. I have requested a detailed educational plan from them (as advised by headquarters) as to how they plan to raise their chorus to a C level. I requested the plan prior to our May RMT meeting but was very clear that given their scores at this past contest the plan alone did not mean that we would approve their status to revitalize. Again, a discussion is requested at our RMT meeting.

I contacted headquarters and then Carole Kirkpatrick to discuss the implications of the new membership status (Member-at-Large.) This is a membership that pays only international dues, totally by-passing the regional assessment. We currently have a CAL membership of 80+ members. Should a large number of those members move to the MAL status, it is potentially a large financial loss for us. Again, discussion at the RMT level is needed as to fees paid by these members at regional events.

Gayle Robinson
Marketing and Membership Manager

North Pacific Region #13
May 8, 2005

REPORT FROM EDUCATION COORDINATOR

The TAG program has begun. Teaching modules are now being written and several have been completed. Advertising for chorus visits is underway and information has been sent to every chorus. Each chorus president/team coordinator and director received a phone call from someone on the Regional Faculty encouraging them to look for information and to sign up for visits. We've seen much enthusiasm from choruses. To date, Sally has set up visits for Grand Olympics and Top of the World and is working on one for Rolling Hills.

Following the regional competition Teresa McCafferty, Zoe Thompson and Melanie Wroe began working on a plan to help quartets improve their performances which developed into:

1. *Plan a Wanna Be Party - scheduled for May 14th in Bellevue.*
2. *Set up independent opportunities for quartets to review score sheets and videos with a judge or high scoring quartet member.
(Have a Faculty member available to do the same in Alaska when they go up for a TAG visit.)*
3. *Add a quartet track to SET*
4. *Hold a Quartet Workshop in early 2006.*

I attended the House of Representative's session for the reading of the proclamation for Sweet Adeline's 60th anniversary.

We are planning on having three tracks at SET which are General Chorus, Quartet, and Administrative. We'll have the regional faculty doing many more sessions than we have in the past so we will need to pay their registrations. We need to set a registration price.

I've been in contact with Connie Alward regarding a new prospective in Port Angeles. She wants to take part in the DCP program.

Nikki Blackmer and I are meeting to discuss ways experienced Sweet Adelines in other choruses can mentor folks in choruses that are made up of mainly new Sweet Adelines.

Other than that I've been working on a Managing Conflict Module and will be taking up a Marketing Your Chorus one next if anyone wants to help out on that.

Directory Names for Education

DCP Coordinator – Esther Miles

Faculty Coordinator – Joan Levitin

Quartet Coordinator – Jean Hansen

Quartet Development – Teresa McCafferty, Anna Chamberlain (I'm still waiting to hear from Julie)

Ed. Resource Team – Joan Levitin, Sally Wallace, Lea Beverley, Cris Turner

Ovation Director – Sue Beck

Ovation President – Randa Zaitz

SET Coordinator – Juanita Harwood

TAG Administrator – Sally Wallace

Visual Corrdinator – Melanie Wroe

YWIH – Dee McCree

Regional Faculty

Sue Beck	425-349-4249	sbeck@verizon.net
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Melanie Wroe	206-232-1331	melaniewroe@comcast.net

NORTH PACIFIC REGION 13 MANAGEMENT TEAM

Coordinator Report for: Chera Boom, Outgoing Chapter Coordinator, Incoming Communications & Technology Coordinator

Date: 5/17/05

This is a summary of what has happened with me and my committee(s) since the last meeting in January:

General

- Attended RAMM breakfast and presented certificates to Jody Allen for her contributions as Regional Historian and Jean Hansen for her contributions as Regional Librarian.
- Began transition to Communications & Technology Coordinator by getting paperwork from Anne Sutherland.
- Contacted Chapter President's/Team Coordinators to solicit input for Annual RMT reports for International.
- Worked with RMT for RMT Annual Report, created report and compiled results of Annual RMT reports from chapters into one report. This report has been sent to International.
- Worked with In Tune editor and editing team for the spring In Tune.

Plans until the next RMT Meeting

- ***Contact all CTC committee chairs to ensure continuing desire to continue in those positions.***
- ***Continue work on Regional database.***
- Complete transition of paperwork and introductions new Chapter Coordinator.
- Work with International to get chapter leaders updated.

Director's Coordinator Report May 2005

Darlene Filla transferred her records over to me in Spokane at convention. I am now sorting through the box to familiarize myself with the Director's Coordinator material.

Esther Miles is continuing as the DCP coordinator. She has sent out the results to those who took DCP tests during our convention weekend and sent out their yearly summaries.

Karen Leet
Region #13 Director's Coordinator

Events Coordinator Report May 2005

Since our last meeting, most of my energies were directed toward our competition. We had 611 paid All Events tickets sold 23 single event tickets and 14 comp tickets sold. Our group booked 627 room nights at the Doubletree, so we qualified for the complimentary use of the function space we used. but it was close. We need to encourage our members to stay at the Doubletree instead of other area hotels.

I am waiting on final contract copies for our 2008 and 2009 convention, they should be signed in a few weeks.

Marshia Nicholson will be acting as CRC and Jill Landback as the CC again next year. Jo Yetter will step down as Official Panel Liason and Meech Debol (wife of the infamous, Bob... the Judges' driver) will act as OPL in 2006. She has acted as CRC in her previous Region in the past.

At our post convention steering committee meeting, there was a bit of discussion about having the chorus that is going to International perform in the Festival of Champions, rather than the Showcase on Thursday evening. The plus would be that most of the region would be on hand to hear them perform. It was decided that this should be an RMT decision.

The Afterglow was a success with over \$4500 collected for the endowment fund.

Kathy Domkoski
Sweet Adelines International
Region 13 Events Coordinator
cell: 253-318-8460
1532 N Prospect St
Tacoma, WA 98406-8108

**North Pacific Region 13 Regional Management Team
Minutes**

**January 29-30, 2005
Tacoma Sheraton**

Attendees: Sue Middleton - TC, Anne Sutherland - CTC, Chera Boom-CC, Dottie Dedrick - EdC, Kathy Domkoski - EvC, Maxine Hamper – FC,
RMT nominees: Phyllis Sandel – TC, Janice McKenna – FC. Chera is transitioning to CTC. No CC appointed at this time.

Absent: Darlene Filla – DC and Gayle Robinson – MMC, Karen Leet – DC nominee.

1. Team

1.1 Welcome and introductions: Incoming RMT officers were introduced and brief SAI history of each was presented.

1.2 RMT Calendar

1.2.1 **RMT training** will be taking place May 21 & 22. This training alternates with IES scholarships from SAI for RMT members. Schedule and topics will be set with Ellen Gallagher and new 2005 RMT.

1.2.2 Attendance at **International Convention** is partially reimbursed – see Financial Coordinator.

1.2.3 July 13, 2005 – **Barbershop Music Appreciation Day** – International will help coordinate and is sending a package of promotional ideas and progress reports. RMT will help get the word out to the choruses to also help with PR. Governor may pronounce the day, choruses may share events, regional Day Chorus under the direction of Zoe Thompson may also take part...etc. Chera as Chapter Coordinator and Gayle as Marketing Coordinator will send out information to chapter presidents & directors encouraging community participation in this event.

1.3 Long Range Planning – See notes from session. Each RMT members was given a copy of the notes. Those having tasks to complete have made notes and have completions dates.

1.3.1 Create a Membership Dream Team – Gayle asked about others who might be interested. Linea Croley,

1.3.2 Partner with other organizations. Complementary tickets to events are a good option to stir connection with schools and educational groups. Scholarship events.

1.3.3 TAG program

2. Chapter – See report

2.1 “State of the Chapters” update – Chera felt that a better connection with the chapter leaders should be established. TAG program may be

2.1.1 **Blue Mountain** - we still have no information

2.1.2 **Inland Harmony** – is looking for a director. Flossy Hawbaker resigned. **Dottie** will call her.

2.1.3 **Cascade Winds** – must compete this year to keep their charter. Numbers on risers may make it impossible to compete. They may not have enough to re-charter.

2.1.4 **Grand Olympic** and **Greater Tacoma** are both directed by the same director – Candis Conley. Greater Tacoma does not have enough to re-charter at this time.

2.1.5 **Jet Cities** – membership is down. Tom Wilkie is thinking about whether to stay as director.

2.2 Letter to SAI – **Chera** offered a ‘draft’ letter addressed to SAI about our **image**, a possible **name change, connection to the public** and understanding the **demographic age and attrition** of the general membership. **Maxine** will talk to **Patty Warren**. **Phyllis** suggested talking to chapters in the region and in other regions to see what they are doing at the chapter level and other regions in these areas. Considerable discussion followed.

2.3 General Topics

2.3.1 **Jean Hansen** is doing a wonderful job with the regional library. Needs to know what her budget is for the year. Playing tapes at SET, promotion in the InTune, using tapes at educational events will help let membership know about the library.

2.3.2 **Jody Allen** is likewise very experienced at handling the job of regional historian.

3. Communications Technology – See report

3.1 Elections wrap-up - **Chapter Coordinator appointment** – names were suggested. Appointment will be done via e-mail communication. Mary Ann Milette and Jody Allen are both being considered.

3.2 **InTune** – Jane at SAI was consulted about programs we might use for electronic distribution. Nancy Gott has been editor. Premier issue of electronic issue will go out in January. Both electronic and hard copies will go out. InTune will be posted on our regional web site. Problems with particular servers will be addressed. More discussion will follow at the May meeting.

3.3 Electronic communications – database use for distribution. **Chera, Sue, Anne, Teresa McLuen and Marilyn Rogers** have been working over the past months to evaluate and establish a regional database, electronic InTune, researching websites, and e-mail formats. Many formats were discussed during the RMT meeting. We are looking at \$25 a month for expense for InTune distribution. **Chera** found a web host site that seems to be less expensive.

3.4 General topics

4. Directors – See report

5. Education – See report

5.1 Workshops – members want a better description of classes in programs.

5.2 **Together And Growing** program – 14 regional faculty members attended a meeting to set up and design the program. Dottie described the format of the program at length.

5.3 **Novice Quartet & Most Improved Quartet recognition** – There was discussion about awarding ribbons to these people to wear during contest weekend.

5.4 **Regional IES Scholarship** – Candidates will be sought who may become new leaders in the region.

5.5 **Sea-Adelines Education Endowment Fund – Bank of America** was established as the funds' bank. Collections may be made during the Afterglow, RAMM, and registration table. Ad will go in convention program.

5.6 General Topics

5.6.1 Dottie distributed regional faculty list.

5.6.2 Folks want greater latitude of scheduling for PVI's at **SET**. Chair needs to be chosen for **SET, Sept 16-18, 2005**. A class on **Grant Writing** may be offered at SET or as a special educational event with its own tuition or registration fee. Information gathering from chapters for the staff member will take place first so classes are targeted for us. We may extend the offering outside our region to cover costs. There will be **Administrative** classes as well.

5.7 CAL member quartet quality control was discussed. Twenty four-seven will probably audition for Zoe.

6. Events -

6.1 2005 Regional Convention – April 7-9, 2005.

6.1.1 RAMM – recognition certificates will be distributed to honor members who have served the region in numerous ways. Discussion of starting the program during food service to hurry program along ensued. \$25 donation to YWIH on behalf of the out-going RMT members will be made.

6.1.2 MC's for the different convention events will be chosen by steering committee.

6.1.3 Risers for different functions and contest were discussed

6.1.4 Pictures format was discussed.

6.1.5 List of local eateries will be distributed. The hotel is losing theirs during their remodel.

6.1.6 Food is now allowed in the theatre.

6.1.7 Need a mic-tester quartet

6.2 Future Conventions

6.2.1 Tour of the Tacoma Convention Center was arranged for later during our RMT meeting. No date was set for this facility. It has been found wanting for space and expensive. '08 & '09 are being considered as possible event dates.

6.2.2 Spokane is expanding their facility for parking and access to the theatre.

6.2.3 We are for a facility on the west side of the mountains in Washington to meet because of the population of the region and airport access.

6.3 General topics

6.3.1 SET – Sept 16-18, 2005 – public relations needs to go out soon and be published in the InTune and on the regional web site telling location and partial schedule.

7. Financial – See report

7.1 Budget and balance sheet – distributed

7.1.1 Copy of balance sheet will be distributed at the RAMM for general membership.

7.1.2 General Ledger was presented

7.1.3 Current Chart of Accounts was distributed.

7.1.4 Income statement was distributed.

7.1.5 Regional fiscal calendar change was discussed.

7.2 **Harmony Emporium** – still looking for a permanent chairman. **Autumn Mumaw** did it at SET. **Kelly Warren – Russell** will do it this contest. Discussion about going to all outside vendors followed.

7.3 Raise in the contest registration and regional assessment and how they affected the chapters was discussed.

7.4 **Reimbursement matrix** was revised.

8. Membership & Marketing

8.1 Marketing program “Creating Customer Evangelists” – list of possible committee members are Lynnette Brown, members of Cris Turner’s chorus, Evelyn Weiss.

8.2 CAL liaison – Carol Ann Varner will be replaced. Maxine will ask her for records because we will have a new Financial coordinator.

8.2.1 Recognition – \$25 donation to YWIH

8.2.2 Dues notification -

8.3 General topics

8.3.1 **Gayle** has had requests for information about grant writing from a few choruses. Discussion about offering a class at SET followed.

8.3.2 **Susan Soderberg** will be going to Alaska on business and asked to represent Gayle to the choruses up there.

8.3.3 Nothing has been heard from those who have received information about beginning a new chapter.

Unfinished business – Long Range Planning was not completed.

Future meetings – May 20-22 RMT workshop with Ellen Gallagher (sp) & meeting;
Oct 21-23; Jan 27-29, 2006