

**North by Northwest Region 13
Region 13 Management Team (RMT) Meeting Minutes Summary
September 29, 2019 6:00 p.m. PST/700 p.m. Conference Call**

Attending:

Judy Galloway, Team Coordinator	Nancy Kurth, Education Coordinator
Candy Johnson, Directors' Coordinator	Sherry Morrison, Financial Coordinator
Jody Allen, Events Coordinator/CRC	Sharon Stockstad, Membership Coordinator
BethAnn Bock, Marketing Coordinator	Janice Wheeler, guest
Sandy Smith, Communications Coordinator	Nancy Field, guest

The team congratulated Nancy Kurth on her 50-year member anniversary. They also expressed their appreciation of her and David's gift to the Young Singers Foundation.

The team welcomed Nancy Field to the meeting. Nancy is the Region 13 RLC Liaison. Nancy will be checking in quarterly to see how the transition from the pilot to the RMT is going.

Candy, Nancy, Sharon and Sandy attended the RMT at the International Convention and will compile a report of what was learned. They were also encouraged to complete the survey received from International.

The Region 13 Rah Rah held at International was very successful and is posted on Facebook and Youtube. Congratulations to all of our representatives; contest was awesome, and we are so proud of our competitors! BethAnn will arrange a larger room for the Rah Rah next year.

The team approved the August 25th meeting minutes and summary.

The RMT will be submitting various InTune articles to keep the region award of what we are working on and how we can be of assistance to members.

Jody reported that the Convention Committee met in September in Spokane. A theme has been established for the Region 13 anniversary and a logo is being developed. The team discussed roles, challenges for the traffic pattern and facility this year. They also are working on estimated attendance for hotel rooms. She reported that Janet Donahue is our new Contract Review Specialist.

Sherry had a PayPal donation button added to the website. She notified chapter presidents of the changes to the In-The-Can contest from SET/Area schools to Contest weekend.

Judy reported that the Region 13 Education Coordinator applications have been submitted to International for review and appointment. She is continuing to work on the Region 13 policies and guidelines. Region 13 by-laws are being reviewed by Laura Pennington and will be sent to International soon. The article informing members of the increased 2020 All Events Passes was included in the eBlast.

Sharon asked that all RMT contact the choruses they have been assigned to by October 7th and asked that all chorus visits be scheduled, and reports submitted to her after the visit. Sharon is revising the FAQ document form members and Judy is revising the RMT and Resource Staff applications. These will be added to the website soon for member access.

Sandy prepared a summary of the communication methods used by the region and also how the member databases are used. She has prepared an article for the InTune about the importance of updating member email addresses to ensure that communications from the region are received. Sandy also assigned all Member Only

documents to the team for a review and update. She will be re-organizing the structure of documents on the website to hopefully make access to them more user friendly and intuitive.

Nancy reported that the Faculty handbook and PEP forms have been updated. She and Candy are working to get a Director Track at HCNW in 2020. She reported that the Arranger Workshop at HCNW is finalized. She is working with Cheri Letts and Denise Thomson for a site for the 2021 SET. A Quartet Coaching weekend is being worked on by Carol Ward and Cris Conerty in the Eastern WA/Western ID area. Girl Scout Programs are being scheduled by the Helena Xpress Singers and Northwest Harmony Choruses. The region has been notified that Nikki Blackmer has applied to the Expression Judging program and Cris Conerty has applied to the Music Judging program.

BethAnn is arranging a meeting of all chorus marketing staff for October 20th to see how she can be of assistance. She is also looking for Marketing Resource Staff. She has reviewed the new marketing tools from International and will review with marketing staff during the meeting. Thanks to Juanita Harwood. Charlene O'Connor and Randa Zaitz for making the Region 13 Rah Rah a success.

Candy reported that the Director Mentor program is in full swing and several mentors have been assigned. She is working on the Level Up program for choruses.

Recommendations were made for agenda items at the RMT Face-to-Face meeting in January. These include aligning our Strategic Plan with the new International Plan. It was suggested that we consider asking for a donation from Spokane since we hold our contests there each year.

The next RMT meeting will be held via conference call on Sunday, October 27th at 6:00 P.T./7:00 M.T.

Respectfully submitted,
Sandy Smith, Communications Coordinator