

North by Northwest Region 13 Management Team (RMT) Meeting Summary November 29, 2020

Attending:

Sally Ryerson, Team Coordinator	Shelly Pardis, Education Coordinator
Sandy Smith, Communications Coordinator	Rhonda Gould, Financial Coordinator
Jody Allen, CRC/Events Coordinator	BethAnn Bock, Marketing Coordinator
Patty Martin, Directors' Coordinator	Sharon Stockstad, Membership Coordinator

Not Attending:

Rhonda Gould, Financial Coordinator

Guests:

Deb Kasperek, Administrative Specialist	Sharon Cartwright, IBOD
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The team met with Sharon Cartwright of the International Board of Directors (IBOD) prior to the start of their regular meeting to share positive experiences and challenges over the past few months. The team asked about IBOD meetings, task forces, International membership options, and Diversity, Equity & Inclusion.

The team approved the October 25, 2020 Meeting Minutes and Summary without edits.

Only 4 choruses did not vote for the IBOD.

The next RMT meeting will include a review of 2020 goals and new goals for 2021 including estimating costs for 2021. It was decided not to hold a meeting in December due and schedule the next meeting for January 16, 2021 (Saturday).

Due to COVID it is possible that 1/2 to 2/3 of the year will be virtual with the possibility of live gatherings for part of the year. A budget will be set in January for the year that may need to be revised in May.

Applications were received for team member positions from continuing members except in the Marketing Coordinator position. Open positions were advertised in eBlasts, the website, etc. Encourage members who have qualifications for the positions to apply. The list of applicants will be finalized at the January meeting.

A welcome letter from the team is being created that will be sent to new members in the Region with information about the Members Only website and other important information.

A page will be added to public website to post DE&I resources. The page provide a link to the Members Only website Dashboard for additional documents and videos stored in the Documents section as a new book called "DEI".

The possibility of changing the website platform from ChoirGenius to HarmonySite will be discussed in January. The HarmonySite platform is free to the region and would allow direct synchronization with member lists of any choruses that also use it.

Contracts were successfully canceled for the Centennial Hotel for 2021 and 2022 without penalties. The DoubleTree will cancel 2021 without penalties in exchange for a 2023 contract. The decision was made to hold the (live) 2023 convention in Spokane the weekend of May 18-20, 2023 with lodging at the DoubleTree.

The Convention Team met on November 15, 2020 to discuss the virtual 2021 convention. The Convention Team discussed and approved changing from the original format presented on Facebook to using MCs on Facebook or on YouTube similar to what was done for the Coronet Club Show and International. The Convention Team will meet again the end of January to continue the discussion.

Choruses are meeting weekly and there are creative juices flowing out there. A director meeting may be held at the beginning of the year.

A YWIH workshop was held which did not do as well as expected. Several girls are working on the song and would like to do the virtual chorus but the timing did not work out well. There was confusion within the team that was implementing the event and reaching out to schools. There was a meeting yesterday to get on the same page. "Duly Noted" made the sample recordings, did quite a bit of work and were awesome to work with. There is enough interest to move forward with the virtual chorus but it did not happen in the original timeline. A decision was made to push the virtual chorus to January and move completion of the YWIH video into the 2021 Virtual Convention as the initial release

The Leadership Task Force lead by Paula Davis has been meeting about leadership development for chapters and the region. They are writing a mission statement, have a vision, and an overall plan for next year including a budget. A leadership workshop is planned for February 2021 and will focus on transitioning to in-person rehearsals. A plan and budget for the workshop will be presented at the January team meeting.

Expectations for setting a budget for 2021 were briefly discussed and will be discussed in detail at the January team meeting. Prior to the meeting, review proposed and desired activities and estimated costs.

SET information will be provided to the team in December for discussion at the January team meeting.

The DE&I Town Hall discussion was facilitated by the team's Financial Coordinator, who will continue to facilitate further discussions.

Information is being gathered from individual choruses regarding virtual guest nights.

Discussions are in progress to determine whether a series of coordinated courses or classes will be offered leading up to the 2021 Virtual Convention.

A decision was made to utilize BHS resources such as videos, speakers, etc. for membership or marketing and marketing courses or classes.

The Convention Team will start working on a theme for the 2021 virtual convention.

A survey of basic websites will be sent out to marketing coordinators.

The Minutes of the last meeting incorrectly reported a video about Mechanical Licensing. The correct report is that a synopsis would be created and sent out, which was completed.

The Convention is moving forward with the Heart of the Northwest Award.

Financial information graphs will be sent to members.

Regional dues were briefly discussed and will be discussed in more detail at the January team meeting.

The next meeting will be held on January 16, 2021, 9:00 am – 4:00 pm Pacific (with lunch break) via Zoom.

Meeting ended at 4:25 pm Pacific.

Respectfully Submitted By:

Deb Kasperek, Team Coordinator
Administrative Specialist