

# **North by Northwest Region 13 Management Team (RMT) Meeting Summary June 28, 2020**

## **Attending:**

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

## **Guests:**

Deb Kasperek, Administrative Specialist

The team approved the May 30, 2020 Meeting Minutes as written.

The team agreed to allow non-RMT members to join meetings with pre-registration at least three (3) days ahead of time. Links to upcoming meetings will be included in regularly scheduled eBlasts.

Monthly Reports will now be submitted by Wednesday the week of the next meeting to allow sufficient time to prepare and distribute the Agenda.

Team members will submit articles for each edition of InTune thirty (30) days prior to the publication date. eBlast editions will be sent out on a regular schedule in addition to special time-sensitive issues. Team members will submit articles for each edition of the eBlast at least three (3) days prior to publication date. The next eBlast will be sent out on 07/18/20.

Applications have been sent to prospective candidates for the Convention Communication Chair position.

Patty reported another Director's Workshop was held with 20+ attendees with favorable feedback. A July Workshop is scheduled. General members will receive questions about what education-related items they want their directors to know more about in the next eBlast.

The RMT Forum was well received and another one will be scheduled for early August, 2020.

It was agreed that HOW funds would be rolled forward to next year. Affected quartets and choruses will be contacted directly.

SET 2021 is planned for Pasco, Washington and contracts are in process.

A Regional Task Force to identify ways to educate the membership on new guidelines for belonging, diversity and inclusion is being formed. The SAI has created a "Tool Kit" to help choruses identify items and will be reviewed by the RMT when available.

Discussions are underway to potentially offer a Young Women in Harmony virtual chorus via Zoom.

A series of training sessions for RMT members is planned to aid those who are new to their positions in locating documents, links and navigating the R13 public and members only websites. The first general session will be held on July 12, 2020 via Zoom. Sessions in using the financial package are also planned.

Financial meetings are being scheduled for choruses to discuss various topics such as COVID issues, grant writing, preparing tax returns, etc.

A Marketing Coordinator meeting was held and several topics were discussed including creating a central online place to allow chorus Marketing Representatives and Team Leaders to share what they are doing with others. Several options are being discussed. Additional meetings are being scheduled and will be posted to the Members Only site event calendar.

Audits are due July 15, 2020 and reminder emails are being sent to chorus Team Leaders.

Chorus officer lists have been updated on the Members Only site. Updates are now being handled by the Membership Coordinator.

Respectfully Submitted By:

Deb Kasperek, Team Coordinator  
Administrative Specialist