

**NORTH BY NORTHWEST REGION 13  
MANAGEMENT TEAM (RMT) MEETING SUMMARY  
AUGUST 30, 2020**

**Attending:**

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

**Guests:**

Deb Kasperek, Administrative Specialist  
Kate Hamilton, Acappella Sound Stations

The team approved the June 28, 2020 Meeting Minutes as amended.

Region 13 received a \$400 stipend from SAI for needed technology. The team agreed the funds would be spent to reimburse Sandy Smith for Zoom and Survey Monkey expenses. Any funds left over will be applied toward future Survey Monkey fees.

The Survey Monkey account will be transferred from Sandy Smith to Region 13.

A Dropbox account opened for the Convention Committee will be discontinued and a folder created on the file server to store convention-related documents. A new document "book" will be created on the Region 13 Members Only website, and Convention Committee members will be assigned a new "Convention Committee" role to allow document storage access. Jody Allen will provide a list of committee members to be assigned to the new role.

An RMT "check in" video was created from sound bites submitted by the RMT for the upcoming SAI Virtual International Competition. The video was reviewed, approved and will be submitted to SAI.

SAI has requested a second video for their "Until Tomorrow" section which consists of video compilations encompassing why our members love singing together, what they miss most, and what they are looking forward to. Multiple videos can be submitted, each under 5 minutes, and the content can be archived video clips that contain celebration, competition or singing together from past regional and education events. Must be submitted by September 11, 2020. It was agreed that Sandy would contact Sue Middleton to request videos from previous events.

The Communications Survey results were sent to the RMT for review prior to this meeting along with tasks submitted by the Communications Team. Sandy Smith requested assistance from the RMT in working through the tasks.

The Virtual Chorus was discussed and a timeline was outlined as follows:

- September 7, 2020 director and quartet secured.
- October 5, 2020 song selected by director and director track recorded.
- October 26, 2020 quartet recordings completed.
- October 31, 2020 complete licensing for the video production.
- October 31, 2020 registration page ready (Communications staff).

- November 1, 2020 start marketing (Marketing staff).
- November 15, 2020 registration completed.
- December 31, 2020 all participant videos submitted.
- February 2021 release and celebrate the release of the virtual chorus.

The Virtual Chorus will be limited to 500 individual participants. The agreement was sent to the RMT for review and to Rhonda Gould for signature. Cost to the Region is \$300 and members will be asked to pay \$15 each to participate which will be used to cover additional costs of *Silent Night* (production company) producing the video. It was suggested to ask Charlene O'Conner to direct and select the song. All items discussed were approved.

Sandy Smith is putting together a list of name badges needed and will send out to the RMT for review.

Jody Allen is waiting to hear from International about the 2021 convention before moving forward with the fall meeting.

More directors have sent bios for the eBlast with approximately 10 remaining. Directors will be requested to provide a photo with their bio.

Directors did not have a virtual meeting or workshop for August and will not have one in September due to Area Schools. They are talking about another virtual Happy Hour for Directors because they want a little more time for networking. Considering having it between end of September and before Patty Martin's grandchild is born.

Notification of completion for directors who pass the DCP and whether Region 13 will cover the cost of purchasing pins for them was discussed. Patty Martin will contact Judy Beckman to discuss the best way to get the word out to members. Once names of those who passed the DCP are known, they should be included in an article for the eBlast.

NxNW Presents is moving to a format called "Music in the morning". The move will happen in late September. It was suggested to use the final Saturday NxNW Presents on September 19, 2020 to hold the 2<sup>nd</sup> RMT Forum and include notification about the transition to the new format. This item was approved.

A small group was assembled by Shelly Pardis for the purpose of discussing the formation of a Diversity, Equity, and Inclusion group. The impetus was to educate the Region and to review the tools available so the Region will be better aligned with SAI's message. It was suggested to open this group up to members.

Rhonda Gould is looking for ideas for grant opportunities and/or sponsorships/donations from Spokane businesses for next year's convention.

BethAnn Bock took many of the classes at Harmony University and stated they were phenomenal, especially the marketing classes. She is requesting videos of the marketing classes to share with chorus Marketing Coordinators. A series of marketing forums are planned starting the end of September to share the videos and other tools with Marketing Coordinators throughout the region.

NW Harmony chorus and Olympia Chorus were invited to participate in the December 2021 Pearl Harbor 80<sup>th</sup> Anniversary ceremony. The invitation will be opened up to regional choruses to allow members to join with these choruses.

The Marketing Team has started discussions regarding marketing strategy and tools for Diversity. They will wait for SAI information before rolling anything out to chorus marketing members.

Shelly Pardis and BethAnn Bock will work together on the "YWIH Virtual Chorus" which will be happening before the R13 Virtual Chorus. This event will be marketed to the Region as well as high schools.

BethAnn Bock reported that Nancy Kurth is helping make "Sing Your Part Smart" virtual with a target date of February 1, 2021.

Sharon Stockstad is requesting all Team members talk with their choruses about sending in a history and a couple of photos for the eBlast. To date only a few choruses have submitted histories.

Patty Martin suggested moving the monthly RMT meeting time to 2:00p or 3:00p Pacific time. The suggestion was approved.

Sally Ryerson thanked our guest, Kate Hamilton, for joining us. She also thanked Team members for all their hard work, especially with all that has been happening over the past couple of months.

Respectfully Submitted By:

Deb Kasperek, Team Coordinator  
Administrative Specialist