

THE GORDON INSTITUTE FOR MUSIC LEARNING

MEETING OF THE EXECUTIVE BOARD

SECRETARY REPORT – APRIL 23, 2017

I. Called to Order by Heather Shouldice at 7:02pm EST

Members Present: Cynthia Taggart, Jennifer Murphy, David Moniz, Susan Waters, Yael Rothfield, Lynn Grossman, Jennifer McDonell, Heather Kirby, Heather Shouldice, Gordon Davignon, Denise Guilbault, Diane Lange, Jessica Eastridge.

Guests: Herbert Marshall, Michael Martin

Not Present: Nina Silva, Richard Victor, Robin Gielbelhausen, Meredith Trobaugh

II. Mission Statement read by Heather Shouldice

The purpose of GIML is to advance music understanding through audiation. We believe in the musical potential of each individual. We support an interactive community with opportunities for musical and professional development.

III. Consent Agenda

- a. Meeting Minutes
 - i. November 6, 2016
 - ii. January 15, 2017
 - iii. February 12, 2017
 - iv. March 19, 2017
- ~~b. Treasurer's Report (Sue Waters)~~
- c. Commission Reports (Appendices A-B)
 - i. Development (Jenn Murphy)
 - ~~ii. Education (Heather Kirby)~~
 - ~~iii. Membership (Robin Gielbelhausen)~~
 - iv. Publications (Diane Lange)
- d. Standing Committee Reports (Appendix C)
 - ~~i. Finance Committee (Cindy Taggart)~~
 - ii. Nomination Committee (Denise Guilbault)
- e. Chapter Reports (Appendices D-H)
 - i. Michigan (Yael Rothfeld)
 - ii. Mid-Atlantic (Jessica Eastridge)
 - iii. New England (Nina Silva)
 - iv. New York (Lynn Grossman)
 - v. South Eastern (Meredith Trobaugh)
- f. Historian's Report (Gordon Davignon) (Appendix I)
- g. Executive Director's Report (Jennifer McDonel/Richard Victor) (Appendix J)
- h. President's Report (Heather Shouldice) (Appendix K)

Motion to approve Consent Agenda by Cynthia Taggart and seconded by Heather Kirby. Motion passed unanimously.

- i. The following items were removed for separate discussion or vote:
 - i. Treasurer's Report (Appendix L)
 - ii. Membership Commission Report (Appendix M)
 - iii. Education Commission Report (amendment) (Appendix N)
 - iv. Finance Committee Report (Appendix O)

IV. Discussion of Items Removed from Consent Agenda

- a. Treasurer's Report: Amended report was submitted to correct \$3277.48 discrepancy.
- b. Membership Commission Report: Discussion regarding which states are being targeted for membership recruitment. Commission Chair was not present to comment.
- c. Education Commission Report: Commission Chair amended report; Cynthia Taggart and Herbert Marshall recommended Carin McEvoy.
- d. Finance Committee Report: Executive Board was notified of typographical error. The anticipated income should read \$30,700. Commented that income from Fort Worth is significantly less this year.

V. Old Business: Executive Director Search

- a. The Search Committee recommends Cory Micheel-Mays for employment as Executive Director of GIML.
- b. The Committee's recommendation is based on the following observations: He has experience in every area required for this position. He is fiscally conservative, experienced in social media and graphic design, money management, and grant writing. His preparedness for the interview was obvious and he answered the interview questions in detail. He is a trained musician and educator with a focus on instrumental music. He would be a great ambassador for the organization.
- c. Motion was made to offer Cory the position by Cynthia Taggart and seconded by Lynn Grossman. Motion passed unanimously.
- d. Motion to negotiate Executive Director salary up to \$17,500 if necessary made by Denise Guilbault and seconded by Lynn Grossman. Motion passed unanimously.

VI. Old Business: Bylaws (Heather Shouldice)

- a. It was mentioned that the Historian position needs to be reflected in bylaws as the purpose and objective of the position will remain ambiguous.

VII. Old Business: International Chapter Membership (Heather Shouldice)

- a. The Executive Board was reminded that twelve paid members are required in geographical area to begin application process for development of new GIML Chapter.

- b. Question was asked: Who gets to call themselves a GIML Member if an existing organization wants affiliation with GIML?
 - i. Board agreed that aspiring international members/organizations need to submit individual applications to GIML similarly to members in the United States.
- c. Question was asked: Do benefits for international GIML members differ from US Members?
 - i. Board was in agreement that the benefits of membership do not change based on location.
- d. Discussion was brought up regarding how foreign organizations can become involved with National GIML. Board agreed groups outside of USA should establish a GIML Chapter through proper channels instead of National GIML sponsoring/endorsing organizations.
- e. It was recommended that current GIML faculty members seek out PDLC attendees from other countries who show promise to train as new GIML faculty.
- f. Discussion question: How can international members be affiliated with a chapter so they can participate in stateside workshops?
 - i. Establish a chapter in their area: New chapters are assigned a mentor chapter as a resource.
 - ii. It was recommended that the answers to this question be added to a Policies and Procedures Handbook.
 - iii. Heather Shouldice recommended we develop a committee to work on International Chapter development.
 - 1. Development, Membership, and Education Commissions will seek out interested members to start an International Chapter Formation Committee. Cynthia Taggart recommends Herbert Marshall as chairperson for this committee.

VIII. Old Business: Creation of Policies and Procedures Handbook (Heather Shouldice)

- a. Heather will send the MMEA Policy and Procedures Manual to use as a template.

IX. Old Business: Edwin Gordon Research Fund and Scholarship Application (Cynthia Taggart)

- a. In order to avoid a financial penalty, GIML needs to begin offering scholarships and research funds before June 30; GIML needs to remain qualified as a non-profit organization.

X. New Business:

- a. Announcement: Cynthia Taggart's PDLC is fully enrolled!
- b. Denise asked Chapter Presidents when their terms expire on behalf of the Nomination Committee:
 - i. Lynn Grossman – July 2018

- ii. Jessica Eastridge – July 2017
- iii. Yael Rothfield – July 2017
- iv. The remaining Presidents were unable to comment.

XI. Future Meeting Dates:

- a. Wednesday, August 2, 2017 at 7:30am
- b. Sunday, November 5, 2017 at 7:00pm EST

A motion to adjourn was made by Heather Kirby and seconded by Gordon Davignon at 8:39pm EST. Motion passed unanimously.

Respectfully Submitted,

David C. Moniz