

# Oregon Band Directors Association Executive Board Meeting

12-9-2018

12:00pm-3:00pm

9710 S.E. Washington St.  
Portland, OR 97216

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<b>Meeting called by:</b>	Michael Burch-Pesses	<b>Facilitator:</b>	Michael Burch-Pesses
<b>Type of meeting:</b>	Executive Board Meeting	<b>Note taker:</b>	Eben A. Fernando Heldreth
<b>Attendees:</b>	See attachment (page 5).	<b>Timekeeper:</b>	N/A
<b>Previous minutes:</b>	Approved	<b>Next Meeting</b>	Full OBDA Meeting All-NW Conference On Saturday, Feb. 16 <sup>th</sup> , 2019 at 11:00am-12:15pm in Room D-131

## Minutes

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**Agenda item:** Elections for New Board Members and New Chair      **Presenter:** Michael Burch-Pesses

**Discussion:**

See Conclusions for info.

**Conclusions:**

Nominations for Regional Chairs both current plus one more. Northern: Gary Riler & Ashley Alexander. Eastern: Chris & ? Central: Ben & Kelly. NW: Ashley & Mandy Burton. Willamette: Robyn & ? SW: Branden Hansen & Travis Moddison. Duties would include: Make sure everyone knows about the website. Serve as contact point for those who request a mentor. Ensure all teachers know that a mentor can be available to them. HS and MS (Gene Burton good MS Mentor). Ben will chair the Constitution & By-Laws Committee and will recommend updates to our current practices.

<b>Action items</b>	<b>Person responsible</b>	<b>Deadline</b>
✓ Send email to current chairs about nominations	Michael Burch-Pesses	02-16-2019
✓ Continue to Establish Duties of Regional Chairs	Michael Burch-Pesses	N/A
✓ Recommendations for updates on Constitution/ By-Laws	Ben Lawson	N/A

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**Agenda item:** Updating State Literature List      **Presenter:** Stuart Welsh

**Discussion:**

See Conclusions for info.

**Conclusions:**

Approved. Define the purpose of the list: guidance for band directors. Stuart will send Chuck an email to find out what has been recommended in the past few years. We will use existing list and Stuart will pick committee to add new works each year. Substitutions will still be allowed.

<b>Action items</b>	<b>Person responsible</b>	<b>Deadline</b>
✓ Contact Chuck to obtain past recommendations	Stuart Welsh	N/A
✓ Form Committee for selection of new works	Stuart Welsh	N/A

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**Agenda item:** Establishment of Middle School Literature List **Presenter:** Stuart Welsh

**Discussion:**

See Conclusions for info.

**Conclusions:**

Moved and approved the adoption of Laura Arthur's list. Should continue to grow. Michael will contract her to see if she will select and chair a committee.

<b>Action items</b>	<b>Person responsible</b>	<b>Deadline</b>
✓ Send Eben MS List to update website	Stuart Welsh	N/A
✓ Update Website with new list	Eben A. Fernando Heldreth	N/A
✓ Contact Laura for committee discussion	Michael Burch-Pesses	N/A

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**Agenda item:** Proposal to Split Largest District **Presenter:** Michael Burch-Pesses

**Discussion:**

See Conclusions for info.

**Conclusions:**

Split District 1. Gary Riler's recommendation: NW would be 3, 14, and 15; Northern would be 1, 2, and 13. Approved. Notify these 6 districts of the change.

<b>Action items</b>	<b>Person responsible</b>	<b>Deadline</b>
✓ Notify changes for these districts	Michael Burch-Pesses	N/A
✓ Update Website	Eben A. Fernando Heldreth	02-16-2019

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**Agenda item:** Treasurer's Report **Presenter:** Kevin Egan

**Discussion:**

See Conclusion for info.

**Conclusions:**

Submitted. Discussed payment of commission. Moved that payer pays any processing fee (Dues are included. If paid on the website there will be an additional processing fee). Approved. Right now we need to add one more required signature on the checking account. Treasurer's job on the agenda for February. Should we explore other organizations that will help their members if they need assistance regarding financial liability?

<b>Action items</b>	<b>Person responsible</b>	<b>Deadline</b>
✓ Add another signature to checking	Michael BP and Kevin Egan	N/A
✓ Edit fees on Website for Membership Dues	Eben A. Fernando Heldreth	02-16-2019
✓ Add as Agenda Item for February Meeting	Michael Burch-Pesses	02-16-2019
✓ Prepare Discussion for February Meeting	Kevin Egan	02-16-2019

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**Agenda item:** Proposal for commissioning new work every two years      **Presenter:** Stuart Welsh

**Discussion:**

See Conclusion for info.

**Conclusions:**

Set as Agenda item for February OBDA Meeting. Commission a new work every two years, alternating between HS and MS. Set buy-in at \$100.

<b>Action items</b>	<b>Person responsible</b>	<b>Deadline</b>
✓ Add as Agenda item for February Meeting	Michael Burch-Pesses	02-16-2019
✓ Update Website	Eben A. Fernando Heldreth	02-16-2019
✓ Enter action items here	Enter person responsible here	Enter deadline here

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**Agenda item:** Mentorship and Mentor Requests      **Presenter:** Michael Burch-Pesses

**Discussion:**

See Conclusion for info.

**Conclusions:**

Create a chair for the Mentor Program to facilitate its success (invitation to Dave Sime) and set standards for mentors: 15 years experience, active in festivals and contests, etc...) Continue conversation at later time (can state adjudication certification panels set standards?).

<b>Action items</b>	<b>Person responsible</b>	<b>Deadline</b>
✓ Invite Dave Sime to Chair	Michael Burch-Pesses	N/A
✓ Add as Agenda Item for later discussion	Michael Burch-Pesses	N/A

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**New Business:** Archival Resource Project      **Presenter:** Stuart Welsh

**Discussion:**

See Conclusions for info.

**Conclusions:**

All literature played at the state contest. List of solo and ensemble winners and what they performed. List of ensemble literature winners and what they played. Discussion in February: OBDA maintain 3 original scores of the top solos to save students money at contest. Where would they be housed?

<b>Action items</b>	<b>Person responsible</b>	<b>Deadline</b>
✓ Add as Agenda Item to February Meeting	Michael Burch-Pesses	02-16-2019
✓ Development of Process	Stuart Welsh	N/A

## ***Other Information***

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**Resources:**

Attachment for Attendees and Roll Call (page 5).

**Other notes:**

N/A

## ***Post-Adjournment***

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**Minutes submitted by:**

Eben A. Fernando Heldreth on Tuesday, Jan. 8<sup>th</sup>, 2019

**Minutes approved by:**

Michael Burch-Pesses on Tuesday, Jan. 8<sup>th</sup>, 2019

## ***Attendees***

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**Roll Call Facilitator:** Eben A. Fernando Heldreth

**Roll Call Method:** Direct Input by Eben.

**Attendees:**

- Michael Burch-Pesses
- Ben Lawson
- Stuart Welsh
- Kevin Egan
- Noelle Freshner
- Eben A. Fernando Heldreth
- Jennifer Muller