

**STXSA General Meeting Minutes: August 18, 2019**  
**2-3:30pm, Skype conference call**

**Members present:** Meredith Harris, Elisabeth Hope, Katie Carrington, Danette Schuh, Claire Eary, Carol Bettony, Majka Woods, Kaori Matsui

1. Welcome
2. Minutes- Katie read recap of April 28 Board Meeting Minutes.
3. Treasury report. Good news- interim treasurer- Kaori! Elisabeth took boxes that Kathy Larsen brought to Danette and filed according to date back to 2012. More or less info depending on year. Event info, bank statements, release forms. Secretary notes. Elisabeth would like to get a filing cabinet. Danette moves to approve purchase from amazon and have it delivered to storage unit. Majka seconded.
4. Elisabeth also suggests that everyone fill out another W-2 for each calendar year. New W-2s should go out with the contract or to Kaori when she writes check. Not for reimbursement, just people we are paying to do work.
5. Meredith will need to send financial report to SAA in October. Will need to reconcile budget from last year for this report.
6. Majka- amazonsmile. We already have an account, but amazon discontinued. Amazon sent an email to [treasurer@stxsa.org](mailto:treasurer@stxsa.org) for a one time sign in. Danette saw that this morning. Loren Counster? Was name on amazonsmile account. This one was discontinued, but weird because it had STXSA EIN number. Amazonsmile account should be active by the end of the day! Other account was set up about 3 years ago. Email address associated with account is: [treasurer@stxsa.org](mailto:treasurer@stxsa.org). Thank you Majka! We will get 0.5% of the price of the smile purchase. When it gets to a dollar amount, Amazon will send us a check to our po box
7. Scholarship item. Awarded a 2019 guitar scholarship to Greater Austin Institute, unfortunately, the family awarded to ended up not going to the institute. Andrea spoke with Danny about getting the money refunded- hasn't happened yet.
8. Need someone to be on a scholarship committee. Rosemary Jodeit suggested by Claire Eary. Danette texted Andrea to ask if she would be on scholarship committee
9. Membership- website still not working correctly. It's better, but it's not where we'd like. To upgrade it would cost a lot of money. Working in parameters, but it's taking longer. Still doing paper memberships. Will have to have paper memberships mailed to the PO box. Meredith and Katie to start google drive membership list. Do data entry as they come in. Checks go to Kaori. People are saying that they are getting renewal notices. Elisabeth can check if paypal is sending renewal notices- looks like zoho is sending them because they are coming from info@stxsa account. Can we email Zakk to turn this off? Danette just tried to get into zoho a few minutes ago- wasn't able to log in. When people click on the renewal link they get a 404 message.
10. Events
  - a. Kickoff with Michelle Horner. Kaori- making the event a 10 hour course registrable with the SAA. Starting on 27th, 3 hour session, 6-9. Saturday event,

9-12, lunch, students arrive at 1. Start event at 1:30. Ends at 5. Sunday, 1-4pm, ideally start sooner so Michelle can get back to airport. Probably can't go earlier if we are at Christ Church. Possibility of having Sunday session at the hotel or finding a meeting room at a hotel. Danette has some other hotel suggestions. Depends on which airports she flies out of. Kaori believes it's best that Michelle stays in Sugarland. 3rd option would be for someone to host at their house. Kaori asked what ideal budget is for conference room. Danette's best guess is \$100-\$200. Kaori to research this. Kaori also asked about libraries. Issue is getting Michelle to her flight. Meredith suggests starting at 8:30 on Saturday, end on Sunday at 3:30. All at same event location, gives Michelle time to get to the airport. SW flight at 6:20. She will definitely have enough time if we book this flight.

- b. Since this is a register-able course, Elisabeth talks about advertising kickoff. Will show up to general SAA membership (adds value). Limited to 20 people. Elisabeth wants to send out flyer to STXSA people to register before sending out to general SAA membership. Application form is ready to go, needs to be sent out to all of STXSA. As SAA chapter affiliate, we have 2 chances to send out flyers to the broader SAA community. Kaori says everything ready to go except firming up times. Location is TBD on flyer, but Danette says we should put location because will encourage registration.
- c. Claire has question about student part- clarifies that it's Saturday afternoon 1-4. For all levels, all instruments. Show up and pay money, enjoy event fair. Welcome, students will disperse to group classes, parents stay in the gym for talk with Michelle. Then everyone comes back for iJam. Then cake and celebration, then done. Event cost is \$15 per member student, \$33 per non-member (includes membership fee). Register at the door- will need lots of membership forms. We need about 100 kids to come to this event.

11. Spooky Suzuki- Diana

12. Fall Workshop- Katie and Elisabeth

Judy Bossuat Gallic, Michael Hining, Sherry McKenzie, asked Neil. At Christ church. No masterclass, but kids can sign up for Friday masterclasses for additional fee. Theme- need one: #AllTheThings. Kaori to help with fundraising- she likes how we did it last year. Had a spreadsheet to keep it organized, each person calls 1-2. If Neil can't Elisabeth suggests Randall Harrison- great at improv, having fun playing music. Has a fun multi-level approach. Kaori suggests that Randall could also do a fun lunchtime performance by himself. Danette brings up that we should ensure that teachers are SAA members. Neil's membership expired- perhaps we can gently nudge him to renew.

13. Spring Workshop- no chair yet. Teresa Hakel and Don Hite both interested in helping, hoping they will agree to chair. Danette already has Terry booked- no contract yet. Will probably keep everything the same as last year, just change location- new location is Gloria Dei Lutheran church in Nassau Bay, Clearlake Area. Whole weekend location fee is \$125! Elisabeth said the facility is really nice too. Meredith brings up including other instruments in the Sunday play in

(violas and celli). Terry had some ideas, but said it “won’t be as Terry Durbin fun”. Did not sound enthusiastic about this idea because wouldn’t be his usual style. Went through pieces that are in the same key for all instruments (there is not a lot). Viola/cello plays together more easily than combining violins. Elisabeth talks about having the cellists having their own workshop, issue is that we would need someone to chair it. Meredith asks if we’d like to have Terry incorporate vla/vc or to just leave violins. Danette suggests having clinician do what they are most comfortable with, ie, violins only. Suggests adding agenda item to next meeting about adding another room for cello. We need someone to step up and manage getting another clinician for this. Elisabeth mentions that if there is a cello teacher training event, would be easy to add a cello student event.

14. Ribbon Festival, at Tallowood. Aimee Petersen, Daphnee to be on committee. Meredith brings up the idea of having teachers bring their computers and air drop comments- this means we could get a printer and print them out right there. Danette says she’d prefer to hand write. Danette suggests that a blank and white printer is less than \$100. Meredith raises concern of using printer for one event only. Danette thinks we could use it at each event, however, if we do eventually get everything online, we might not use it a lot. Purchasing a printer would mean that we’d have to maintain it and set it up at each event. Issue is being able to print everything and hand it out at ribbon festival instead of emailing it to the teacher. Elisabeth brings up that we can make an editable pdf document- would look official and mean less cut and pasting to make it look official.

15. Graduation-

St. Andrews Presbyterian Church, May 31st. Mayara is honorary committee member. St. Andrews is her church. Need a chair for this event. Deadline for application (soft) is Oct 11, March 20 is recording deadline. Idea is once parents pay the fee, they are more likely to make the recording.

16. Scholarship- do not have a scholarship chair. Danette texted Andrea. Deadline is Feb. 3rd.

17. All of these items will be on mailer and mail chimp email.

18. Immediate Concerns:

Cabinet is still in Claire’s house. Storage unit has a pickup truck- might be able to let us use it. \$20 to rent truck from home depot.

19. New Business. Claire asks if we have heard anything from HASPA. Danette says she got something with dates from Laura Wright. Danette, Claire, Diana, and Meredith met with HASPA. Some of them are interested in joining STXSA, some are not. Had a good meeting, laying out concerns. One of the piano teachers has joined STXSA and is planning to attend meetings. Some different ideas among members about the purpose of these organizations. Danette suggests that we make efforts to include piano in our offerings.

20. Next Sunday is general meeting- Meredith would like to have packet of application/information for fall events ready to go. Only issue is if Judy B-W is willing to do Teacher workshop on day after Fall Workshop on how to work with very young twinklers. This would be free for STXSA members, would charge non- members (workshop observation fee).

21. Next meeting 8/25/2019, 2pm. Potluck.

22. Claire had dinner with Judy Offman and her husband. She is in town driving her RV, leaving tomorrow. Said she misses teaching but is happy where she's living. Ken is doing well! Judy is playing in orchestra and a chamber group.

Action items:

1. Elisabeth to order filing cabinet to have archive at the storage unit.
2. Kaori to make treasurer report for next meeting. Kaori to be added as signer on the account. Make budget from last year to use as a guide.
3. Meredith to follow up with Andrea about getting scholarship money back
4. Katie and Meredith to start google drive membership list and do data entry as membership applications come in to PO box
5. Danette and Meredith to check in with Zakk about website
6. Danette to reserve choir room for Sunday the 29th 1-3:30 for Kickoff event.
7. Kaori and Danette wrap up Kickoff flyer and send to Meredith to get out this week
8. Kaori to duplicate spreadsheet from last year. Make new Google folder with sample email to for fundraising for Fall Workshop
9. Elisabeth to research printer to see what we can find. Danette suggests getting a printer/scanner all in one.
10. Meredith to contact Teresa Hakel to put her in charge of Spring Workshop/cello event
11. Claire to check with storage unit to see if we can use their truck. Storage West on Highway 6.
12. Meredith asks that all board members make 5-10 phone calls or texts. Danette to make recruitment folder available to all members.