

MISSOURI ART EDUCATION ASSOCIATION
2013 SUMMER COUNCIL MEETING
Tuesday, July 23--Wednesday, July 24

Business Meeting Agenda

1. Call to Order 12:20 PM
2. Roll call/Introduction of special guests

In attendance:

Connie Shoemaker, President
Shannon Engelbrecht, President Elect
Vicki Bean, Past President
Diana Mahoney, Treasurer
Secretary – Abs (Vicki Bean sub)

Jessica Jones, Jim Peters, Kim Foster, Andrea Aeschliman, Elizabeth Halter, Laura Halter, Teri Willett, Hester Menier, Janet Bryan, Debra Straatman, Cathy Russell, Sheryl Lamme, Leesha Dunkeson, Linda Bowers, Holley Smothers, Suzanne Walker, Rahila Weed, Rick Peterson, Tina Hyde, Ivan Ramirez, Susan Elson, Kathy Grajek, Janice Jannuzzi-Thomas, Stephanie Mennemeyer, Sharon Williams

3. Officer Reports

a. Secretary's Report (Melanie Robinson, absent. Vicki Bean filling in)

i. Approval of minutes from Spring Council meeting

-(vote to amend) Janice Januzzi Thomas made motion to include list of vendor names in minutes, seconded by Kim Foster, Susan Elson made motion to approve, Andrea Aeschliman seconded, motion carried with unanimous vote.

Spring 2013 minutes were updated with vendor information.

b. Treasurer's Report (Diana Mahoney)

i. General financial report

ii. Update on taxes and 990, incorporation

iii. Training options for treasurer

iv. 2014 budget and clarifications

(Note: discussion that MAEA expenses and budget is more transparent and accurate, thank you to Diana for all her hard work; possibly review budget back to Jan. 12, 2012, when Diana took over, to get an average on exp, and begin cutting where possible; council should not be approving a budget which is higher than expected revenue)

Correction: Budget states 3 council meetings per year (correction from 3 meetings per year to 4 meetings per year)

Taxes: MAEA attorney, Carl Polster, filed for an extension on filing taxes in order to further examine return.

Treasurer requests that any emails sent include MAEA in the subject line to help with identification.

c. President Report

1. Western Region Update: Not for profit roles and characteristics – guidelines for board operation. Very good experience, recommend more council attend next year in Santa Fe, NM

2. 2013 Fall conference

a. tent: has to be down on Sunday or Monday

b. food/Boy Scouts: Scouts will provide again food again – Leesha had questions on any changes or concerns on menu, better counts on menu, especially breakfast; suggest tipping scouts because of their extra services they provide and list as gratuity or tent rental to be decided and worked into contract. Boy scouts will clean up on Sunday

c. Clarification on Fall conference and hotel reimbursement for meeting need to be discussed during new business

d. Workshop schedule: done and will be in Show Me Arts for first time; Connie did scheduling this time utilizing Survey Monkey for proposals.

Worked very well. Feedback on proposal submissions has been positive.

3. 2014 Spring conference (Connie, Holley, Sheryl)

a. Connie: schedule changes and venue changes. MAEA Fine Arts Advocacy day on 12th; Thurs. March 13th, council meeting 2 – 5:30 PM; YAM awards are at 10:30 at the Capitol; Kickoff reception 6:30-8:30 PM; Friday, breakouts in AM, keynote before lunch general session, no general session luncheon on Friday, replaced with Division lunches; workshops at 1:30; vendors may wrap up on Friday; silent auction with vendors; bazaar bizarre 4:30 – 6PM; Awards Friday night / reception; Member and student show will be in Lincoln; Sat. possibly no vendors, keynote luncheon and other awards may be in that space; need feedback on when to have district meetings; need exclusive vendor time during Friday – poss. Two hours;

b. Holley: will have volunteers to man each of the tour locations to allow council to attend; wants early signup; looking for locations for participants to draw and paint; may have some fee tours; Sunday will have some tours available; centerpieces will be soft sculpture; transportation plans still working; downtown area has lots of restaurants and art; wristband idea needs discussion; look for possible sponsorship for buses;

c. Spring Conference Dec (Sheryl) meeting Thursday to do prep work

d. Immediate Past-President Report (Vicki Bean)

i. Elections: All council (elected and appointed) must submit nominations for council positions by October 1 deadline. Election held via SurveyMonkey November 12-19, 2013. Election results posted November 26th.

- e. President-Elect Report (Shannon Engelbrecht)
 - i. Report from Western Region meeting (Shannon, Connie, Tina)
 - ii. Spring Conference 2015 – will be in Kansas City, utilizing several locations and galleries in close proximity; walking encouraged, hotel transportation will be provided; conference will be in April so weather maybe more reliable
 - iii. Spring conference 2016 – checking out Rolla and Saint Louis for conference locations

4. New Business

- a. Constitution/Bylaws review – tabled for Fall
- b. Mentoring workshop – discussion about job descriptions, mentoring new and possible council members
- c. Twitter account and guidelines for posting – tabled for Fall
- d. 2014 budget and clarifications
 - i. Hotel room policy: Motion made by Jim Peterson to amend the hotel policy to state “MAEA shall pay 50% of the block-room rate for each night a council member attends a council meeting.” Discussion about changing the wording in the policy to avoid abuse. Second Diana Mahoney seconded. Vote taken and passed. This policy was moved from Liability Insurance to Travel Reimbursement in Policies document.
 - ii. Fall conference – hotel for council? Since we already pay for Thursday night at camp, should we pay for hotel too if council members choose to stay off camp? Discussion is to leave the policy as is. Paying for Thursday night campers so Council should stay at the camp ground on Thursday night to eliminate the hotel cost, or may request hotel reimbursement per current policy (approximately \$3); No vote taken since current policy covers reimbursement.
 - iii. 3 or 4 meetings per year—update to 4 on 2014 budget
- e. Accelerate Grant from Missouri Arts Council (Connie)
 - i. Connie explained grant which targets improving/strengthening the organization and potential for growth. Topic opened for discussion. \$1,500 matching grant, requires council participation, and \$1,500 investment. Motion made by Susan Elson to “quickly” begin the process of applying for the MAC grant. Seconded by Debra Straatman. Discussion and vote taken. Motion passed.
- f. Fall conference: Need to resume signup sheets for cabins to help with crowding and noise complaints.

5. Unfinished Business:

- a. Job Descriptions/Mentoring –requesting council to submit their job description to Rahila, possibly by Google Docs. Connie will create a Google Doc for everyone to work from.

6. Committee/Task Force Reports

a. Registration (Linda Bowers)

- i. Fall Conference--268 last year, free and paid. Suggested registration drive idea to increase first-time attendees, perhaps give a prize or registration.
- ii. Spring 2014 – registration form is on website - please wait until after Knob to submit, suggested Nov. 1 as registration opening date, online already is set up with Nov. date., most late fees honored.

b. Conference Scheduling (Rebecca Moppin-abs, Connie Shoemaker)

- i. Rebecca is changing positions and will no longer do schedule. Connie Shoemaker and Keeli Singer will become new schedule organizers. Connie showed Survey Monkey process and example of a submitted proposal for Fall. Need more elementary proposals to accommodate membership. Goal is to always publish conference workshop information in Show Me Art. Deadlines at bottom of report.

c. Vendors (Janice Januzzi-Thomas)

- i. Set to send out first vendor letter; working with Spring conference liaisons; calling Flourish to borrow panels for display; Local vendors hard to get; would like local non-profits as well; letter out by end of Aug.

d. Awards (Leesha Dunkeson/Shannon Engelbrecht)

- i. Looking at National Awards and found rubrics for all awards, including state, planning on using that rubric next awards; push to meet deadlines and make decisions during Fall conference; include nominees names in the spring conference program; going back to policy to select Art Educator of the Year from all the winners; need to change the literature if that's the case;

ADJOURN 5:00 PM

Meeting Resume

7/24/2013 -

1. In attendance:

Connie Shoemaker, President
Shannon Engelbrecht, President Elect
Vicki Bean, Past President
Diana Mahoney, Treasurer
Secretary – Abs (Vicki Bean sub)

Jessica Jones, Jim Peters, Kim Foster, Andrea Aeschliman, Elizabeth Halter, Laura Halter, Teri Willett, Hester Menier, Janet Bryan, Debra Straatman, Cathy Russell, Sheryl Lamme, Leesha Dunkeson, Linda Bowers, Holley Smothers, Suzanne Walker, Rahila Weed, Rick Peterson, Tina Hyde, Ivan Ramirez, Susan Elson, Lori Bockting, Kathy Grajek, Janice Jannuzzi-Thomas, Stephanie Mennemeyer, Sharon Williams

2. Guest speakers

- a. Otto Fajen, MNEA; Mike Woods, MST: “How to Talk to Legislators” and hot topics in education.

3. Committee Breakouts: Awards / Contests and Exhibits (YAM, Senate, etc)

a. Awards committee reports:

1. Senate Capitol Exhibit (Stephanie Mennemeyer)

- i. In the process of forming guidelines and procedures.

2. Awards (Leesha Dunkeson)

- i. Files to be put on Google docs (Leesha Dunkeson)
- ii. Encourage members to submit digitally (Division reps)
- iii. Want to put a FAQ on website (Kim Foster and Leesha Dunkeson)
- iv. May start an Outstanding Student award from higher ed
- v. Scoring rubrics from National to be utilized
- vi. Plan to meet at Fall conference to finalize awards
- vii. Sending out form letter to administrators about nomination, Division rep. will handle sending letter and contacting media
- viii. Discussion on more focus on winners and recognition

3. YAM and other exhibits report: (Lori Bocking)

- i. Responsibilities
- ii. Develop shared data base for all people who need access to YAM info
- iii. Rahila and Lori will develop questions for data base
- iv. Kathy Russell will assume scrapbook duties
- v. Starting a blog: YAM is more than an art show at the Capitol
- vi. More recognition on website
- vii. Tina Hyde volunteered to take on program and invitation
- viii. Changing check in to be more "user friendly" (student names only)
- ix. Hester Menier will assume Senate liaison position, identify and organize art by senate district, Hester will send letters
- x. Need earlier start on proclamation, may need to change procedure
- xi. May need to change procedure on announcing names of those in attendance and not spend time announcing those not in attendance, more efficient use of time
- xii. Ivan R. volunteered to do activities which may include scavenger hunt or art activities while students are waiting for awards
- xiii. Need to educate District reps on database
- xiv. Need to have more council working day's events
- xv. Still need someone to work on packets (certificate of participation, etc.) and work on procedures by Fall conference.
- xvi. Still using Artonia but want to tweak
- xvii. Laura Halter will help Lori streamline guidelines

4. Web Technology (Rahila Weed)

- a. Is exploring better site and working on new. Wants to make sure website is our information resource and reminded everyone to keep sending updates. New site would

have tech support and look good on a cell phone. Looking at password protection process for links, etc. She and Connie are investigating costs and capability of bringing all our internet resources together. Looking into an MAEA email and text alerting, information tracking, etc. Leaning toward Nationbuilder for non-profits.

i. Website Update Summer 2013: Why do we need a new website?

1. We currently use Yahoo, which doesn't give me the ease and flexibility that I need to work with as a non-graphic designer. Yahoo templates aren't adaptable to our needs, which means that I have to work in html on Dreamweaver. I could edit from any wi-fi device, even my iPod touch (they have an app for that).

2. There are many good website tools out there that combine all of the resources we need into one item. Website, database, membership and registration, surveys, and communication:

~A web-based cloud service is easy to use, allows for multiple people to edit without software (just an internet connection!), and can integrate all of the above functions into one.

~We can have pages protected by a password for conference lesson plans.

~We can have a site that is compatible with smartphones and social media.

~We would not have to change our website domain (URL).

~The cost of the payment processing would be the same, and would accept credit cards. We could collect registration information and payment connected together, which would be much easier for Linda to deal with.

~We could create surveys within our site for elections, post-conference surveys, etc.

~Cost would be a little bit more than we pay now (\$12/month vs. \$20-\$25/month), for three times the service. If we could replace SurveyMonkey, we would be paying less, combined.

~New tools create easier navigation, such as drop-down menus.

5. Student and 1st 5 Report (Susan R. Elson/ Ivan Ramirez)

a. We have been mentoring students/1st 5 teachers through social media, Artbytes, Facebook, and mass text. Our FB page gets a lot of heavy traffic. Lesson plans, web pages, pictures, questions, job openings we get all sort of posts on our page, its awesome. Last year during this time we had around 50 members on our face book group page. As of today close to 90 people have liked our page. We had a come & go workshop at both of our conferences and that seems to be pretty popular. We also registered students at our special station we had freebees and candy, music and networking opportunities after each workshop. Veteran teachers have shown their support stopping by at our come and go workshops and talking to the students and First

Five teachers. Whitney Pharr a First Five teacher donated lunch for us one day last spring. Pam Depry Donated a lifetime of for new teachers. We discussed applying registration fees with students and they agreed to paying \$10.00.

b. We will continue doing what we have done so far. We also have some new ideas for next spring conference such as: picture booth, ice breaker games, T-Shirt logo contest, higher ed. Student award category added to MAEA awards.

c. I think we have gained the students trust and respect. They seem excited about our come and go workshops and our student /1st 5 division. We believe we are in the right track. We want MAEA to reflect the needs of our fun and young students and members. We also want them to have a meaningful and educational division represented not only at conferences but and all year long. Our work isn't done yet! There is a lot more we plan to do for this organization.

6. Special Projects (Ron Jennings) Absent

7. Advocacy (Vicki Bean)

a. National Coalition for Core Arts Standards (NCCAS) information

i. Brochure handed out to council, NAEA involved and Dennis Inhulsen, NAEA President, is the chairman. Connie sent copies of documents to council. NCCAS is a coalition of national arts and educations organizations and media arts representatives that are developing the 2014 National Core Arts Standards.

ii. The Pre-K through 8 draft standards were released earlier this year for public review and sent out notice on ArtBytes. The draft was released on July 15. The NCCAS writing teams are currently working on drafts of the high school (9-12) standards; an invitational review of the high school work will occur in September.

iii. A public review of the comprehensive draft Pre-K – 12th grade standards, including model cornerstone assessments, will be ready in Jan. 2014. The current project timeline includes a release date of March 2014 for the complete and finished standards.

For current updates, visit *<http://nccas.wikispaces.com>* or the NCCAS Facebook page at:

www.facebook.com/NationalCoalitionForCoreArtsStandards

b. MAAE Report: Educator Quality focus groups (Vicki & Connie)

i. Vicki and Connie served on DESE committees through various meetings and teleconferences. Thus far, a draft they have worked with some test schools and have a draft

8. NAEA YAM Flag competition (Cheri Riley) abs

9. Governor's Mansion Award info from MACAA

10. Membership (Linda Bowers)

a. Numbers are down; NAEA is sponsoring a PARTNERS membership growth rewards program, \$500 individual art supply prize from Dick Blick, state prizes, see the website; encouraged everyone to check out NAEA Membership drive initiative

11. Historian (Ron Jennings) abs
12. NBCT (Holley Smothers)
 - a. Numbers are down but several renewals expected in November. Holley
13. ArtBytes Technology (Kim Foster)
 - a. Membership down, automated questionnaire reflects reduction in number of teachers in art profession or change of position/career. Inviting new members. Addressed school blockage of ArtBytes and suggests using personal email. Posting issues: if you have trouble posting, contact Kim by email and she can normally identify and solve the problem. ArtBytes is still one of the most effective ways to get information out. May be some changes with possibility of new MAEA, making contacts and inquiries through "Best of MO Hands" and others. Discussion on "cleaning up" repeating announcements and sections like "Garage Sale" that are underused. Would like to focus on Secondary Division group and looking for someone to take position.
14. Retired Art Educators (Suzanne Walker)
 - a. Created a job description:
 - ~To attend council meetings
 - ~To create and maintain retired member list, presently have 65, 18 retired in 2012/2013 school year. Need help getting names of newly retired or in near future
 - ~To communicate with retired members, sent newsletters but no feedback
 - ~To encourage retiring members to maintain their memberships
15. Show Me Art (Tina Hyde and Rick Peterson)
 - a. Publication date: Aug 1
 - i. Items still needed will be contacted
 - b. Deadline for next issue, Oct 26, possible print date tba
 - i. Need more art and input for issues, provide names and other information for pictures
 - ii. Clarification about difference in report for minutes and article for Show Me Art
16. Teacher Resource List (Teri Willett)
 - a. Information is a couple of years old; Plan to update list during conferences
 - b. Thinking about how to better promote, Connie suggested holding off until new internet service and site are developed
- A. Division Reports: (Advocacy, Awards, and Conference committees)
 1. K-12 (Angie Myers, absent)
 2. Elementary (Jessica Jones) see prior
 3. Middle (James Peters) no report
 4. Secondary (Kim Foster) (EMAIL REPORT TO COME)
 - Group wants more resources and conversations for secondary; want more technology lessons and workshops
 - Kim developed a free digital support group (Teachdigital.freeforums.org)

Getting feedback and soliciting for member participation at conferences, etc.

5. Higher Education (Karen Cummings, absent)

6. Administration/Supervision (Susan Bowles, absent) retired, Interim appointed is Rebecca Moppin

B. District Reports

1. District 1 (Andrea Aeschliman & Carrie Campbell) would like to have District Breakfast, maybe Sat. morning;

2. District 2 (Elizabeth Halter & Laura Halter) Had about half their membership at a summer meeting, got feedback on what membership wants.

3. District 3 (Teri Willett) Low member turnout to meetings. Had a pastel artist guest at one meeting and a plein aire paint day, several communications, but little or no participation. Kansas City membership has gone down, perhaps due to conference absence. Wants art teacher database to do a mailing or some sort of contact to solicit membership.

4. District 4 (Janet Bryan) Held a survey and publicized, with link to facebook. Holding artwalk for district members in August. Hosting a YAM workshop.

5. District 5 (Debra Straatman) Contemplating setting up a Facebook page since blog has seen little activity. Make sure District and Division meetings aren't repetitive.

6. District 6 (Sheryl Lamme) Proud of Michele Livek in Camdenton for being selected Teacher of the Year for her district. Getting great feedback from district on volunteering to help with upcoming conference. D-6 has a blog and a Facebook page. Group are working on centerpieces.

7. District 7 (Keeli Singer) abs report submitted

8. District 8 (Hester Menier) Held a workshop on how Common Core effects arts teachers, 30 people attended including Helen Hume. Trying to increase district communications, cleaned up database, low response however.

9. District 9 (Amber Mintert) abs – no report

10. District 10 (Cathy Russell) still tired from Spring! In May did tape sculpture at ArtsFest, refocusing on member activities from conference

11. District 11 (Sharon Williams) Going to investigate starting a Facebook page, held June workshop and was well attended, planning a YAM workshop.

C. Announcements

1. IMPORTANT DATES

- August 1: Fall Conference Presenters notified
- September 27, 2013: Registration Deadline for Fall Conference
- October 1: Deadline for awards packet both MAEA and NAEA
- October 1: Deadline for Candidates to apply for MAEA Elections
- October 1: Deadline for Fall Presenters to submit Lesson Plans digitally
- October 11-12, 2013: Fall Conference
- October 26, 2013: Show Me Art Reports due
- November 1 Registration for Spring Conference is open

- November 1: MAEA Art Educator of the Year name and bio submitted to NAEA for convention
- November 1: MAEA Spring Conference 2014 PROPOSALS DUE
- November 12-19, 2013: Online Elections
- November 26, 2013: Election results posted
- December 1: Spring Conference Presenters notified
- January 4, 2014: Winter Council Meeting, Jefferson City
- February 1: Deadline for mailing YAM exhibit entries
- February 1: Deadline for Spring Conference program information
- February 1: Deadline for Spring Conference Presenters to submit lesson plans digitally
- February 10, 2014: Capital Plaza Hotel Reservation deadline
- February 10, 2014: Spring Conference Registration deadline
- March 12, 2014 Fine Arts Education Day at the Capitol (MAAE)
- March 12-15, 2014: Spring Conference, Capital Plaza Hotel, Jefferson City
- March 13, 2014: Youth Art Month Awards and Recognition at the Capitol
- March 28, 2014: Delegates Assembly, San Diego, CA
- March 29-31, 2014: NAEA Conference, San Diego, CA
- May 15: Fall Conference Proposals due
2014: NAEA National Leadership Conference, Santa Fe, NM
- August 1: Fall Conference Presenters notified
- October 1: Deadline for awards packet both MAEA and NAEA
- October 1: Deadline for Fall Presenters to submit Lesson Plans digitally
- April 9-11, 2015: Spring Conference, Kansas City,
- June 19-21, 2015: NAEA Western Region Leadership Conference, Santa Fe, NM

D. Adjournment