

Notice of next MASO meeting: Wednesday, June 4, 2008, at 10:00 AM, Wingate Inn 2007 North Oakes, Helena, located one block southwest of the I-15 Cedar Street exit.

Mission Statement: The purpose of the Montana Association of Symphony Orchestras (MASO) is to encourage, promote, and assist in the maintenance and development of musical programs of quality throughout the state of Montana.

January 17, 2008, Board Meeting

Minutes

President Bill Larson called the meeting to order at 10:10 AM. Also in attendance: Jan Wolter, Carolyn Valacich, Marty Cowgill, Gordon Johnson, Nancy Lewis, Alan Satterlee, Mary Gibson, Toot Sward, Allan R. Scott, Tawna Parisot, Mary Williams, Peter Bogy, Jackie Vick, Matthew Savery, Maggie Lou Perkes, Karen Porter, Sandi Culhane; Arni Fishbaugh and Kristin Han Burgoyne, Montana Arts Council; John C. Barsness, MASO staff.

Minutes

Minutes of the September meeting: motion to accept as written from Peter, Karen second; motion passed unanimously.

Financial

Nancy presented the financial report for November 30 and said MASO is being fiscally responsible. Carolyn asked John B. for a total of the license plate sales (from the beginning), then asked members how we are promoting license plate sales. The response was promotion takes place in programs and newsletters. Sandi has it on Billings Symphony's Web site, promotes it to new board members, and has one her car. Volunteers also promote it and word-of-mouth advertising is the best. Arni said she would publish the statistics in *State of the Arts* and a digital photo of Sandi's plate would help visually. Carolyn reminded everyone to be certain to encourage sales and to keep the idea in front of their audiences since each orchestra benefits. Motion from Nancy, Karen second, to accept the financial report; motion passed unanimously.

Old business

Vice President update. Peter brought up a question that was raised at the September meeting on whether or not executive directors could sell advertising. Carolyn said it was her understanding it was OK for volunteers to solicit ads, but paid staff could not otherwise the organization was in the area of unrelated business income. Peter said that as long as revenue from ad sales was spent for the non-profit purpose of the organization, and cost of the program is spread across the organization's expenses, then it was not considered unrelated business income. If that is done, paid staff then can sell advertising.

Volunteer Award. Peter announced the committee's decision to select Wilson Higgs of the Glacier Symphony to receive the 2007-2008 award. The decision on when to make the announcement and when to present the award rests with Alan.

Executive Director update. It was agreed inclusion of operas as potential new MASO members is a dead issue. John B. will attend an IRS workshop on Form 990 changes, which includes new reporting requirements, and will report significant details to those who are interested during the June meeting.

Wage survey. There were questions regarding what to include in MASO's wage survey, consequently the study was postponed until the board decided which information to gather. Sandi provided John Driscoll's perspective that information sharing is why MASO exists. Carolyn said the survey is a non-issue for Great Falls Symphony; salary ranges are useful, but the job descriptions vary so widely. Bill asked if the information provided to League of American Orchestras was useful. Consensus was that survey was not very useful because of the way it is reported with national results; although budget sizes might be similar, other costs vary widely. What is needed is a report that breaks down the figures to several similar states or even single states. Matthew said to check with Henry Fogel because there are anti-trust issues in sharing information that is too specific. Sandi will see him at a meeting within a month and ask. Gordon asked what the value is. Matthew asked what we want to determine because there is potential for negative use without fully understanding what is being asked. Karen sees value in general information, not in specifics, as it is useful to know with import musicians whether their orchestra is competitive in what they offer. Gordon suggested Peter design an instrument with ranges that will produce more relevant and useful information. The consensus was John B. and Peter create a draft survey and e-mail it to everyone for comment. Matthew was pleased to hear a commitment to conduct the survey carefully.

Music Library. Matthew said Bozeman Symphony is gradually building its own in-house library because MSU owns most of the current collection. In the future Bozeman Symphony will more aggressively purchase its own music. According to Mary, Helena symphony's paper records are quite out of date. Gordon said Great Falls Symphony is renting or purchasing three sets each year and wanted to address two issues: major titles missing from the library, as well as replacing worn out or missing single copies. After some discussion and with MASO's purchase of music that was about to leave the public domain as precedent, motion by Karen, second from Peter, for a board appropriation of up to \$3,000 toward annual purchase of a list of music scores prepared by the Music Directors; motion passed unanimously. For clarification it is understood complete new scores would be housed in Great Falls, with MASO as owner, and individual missing, damaged, or worn-out scores could be included in the \$3,000 amount, but, as the Music Directors determine, ownership of these scores would be with the orchestra requesting the replacement. Music Directors will determine priorities for purchase and present the list once each fiscal year for board approval.

Non-profit wage survey. Arni said the Montana Arts Council has been working closely with the Montana Nonprofit Association to design a statewide salary survey that will be a snapshot of wages and benefits in this area of Montana's economy. She encouraged members to go to the MNPA Web site and complete the survey by February 15.

Volunteer Workshop. A conference call began at 11:30 with Penny Van Horn (Chicago), Volunteer Council President, and KC Skolnik (New York), Board and Volunteer Services Manager, regarding regional conference planning. The following notes were provided by Penny Van Horn:

I. Goals and Objectives of a Tradition Regional Workshop

- a. **What is a Regional:** One day workshop of interactive training designed in collaboration with a host volunteer organization to inform volunteers and address the organization's specific challenges
- b. **Goal:** One day training sessions to assist orchestra volunteers in addressing their challenges in:
 - i. **Membership**
 - ii. **Leadership**
 - iii. **Fundraising**
 - iii. Fundraising (continued)
These areas can be fine tuned to meet the needs of a specific host organization, however there are no additional Regional programs prepared at this time.
- c. **Objectives:**
 - i. To provide targeted support to a group of regionally similar volunteers
 - ii. To provide an interactive opportunity for volunteers and Council representatives to dig into each issue
 - iii. To provide a forum for casual networking
 - iv. To provide resources and materials that volunteer organizations can keep and reflect upon in their future work

II. Logistics Involved in a Regional Workshop

- a. **How is a Host Organization Selected (3 per year):**

Application is submitted and the Regional Committee reviews, considering

 1. Location
 - a. Distance to Conference
 - b. Distance to previous Regional locations
 2. Availability of Council Presenters
 3. Amount of volunteers in the region who would attend the workshop
 4. Commonality of challenges within regional volunteer community

b. What Happens When a Host Organization is Selected:

- i. A Host Organization Chairman is selected
- ii. The host organization receives the Regional handbook
- iii. Three date options are proposed by the Host Volunteer Organization with in the months of September, March or April.
- iv. Topics are agreed upon by the Host Chairman and Volunteer Council
- v. A venue is identified by the Host Chairman

III. How is Montana Unique

- MASO is a state wide organization. It represents 7 orchestras throughout the state of Montana
- Members meet 3 times a year- collaborative group – they are different, but all share common goals.
- Members of MASO are used to traveling long distances
- MASO orchestras have a strong commitment and partnership with each other
- MASO orchestras range from 0 volunteer leadership to well established volunteer organizations
- Orchestra budgets range from \$100,000 to \$600,000. They serve 1 million people

IV. What are Montana's current needs?

- All MASO orchestras will receive value from any volunteer programming
- **Missoula:** strong volunteer organization
- **Glacier Lake:** strong volunteer organization – reorganized- similar to San Francisco
Focus for organization is Leadership
- **Butte:** Volunteer organization - Guild - fine- volunteer group older (70's) fundraising – approximately \$4 -5,000 a year. *Focus for organization is Leadership and Membership. Stated that the organization needed revamping- face lift*
- **Bozeman:** volunteer organization - struggling– approximately 100 members– do not have fundraisers- volunteers host receptions, usher – They currently have a Volunteer Director. *They are interested in how to best utilize volunteers and recognize their volunteers. How to help them function and be productive*
- **Billings:** Has a volunteer base but not organization - Sandy Culhane, Exec. Director will be attending the MASO meeting. *Expressed interest in everything- organizational program, best practices, setting up a group, networking, thinking outside the box*
- **Great Falls:** Exec. Director will be attending the MASO meeting- no vol. organization. *They are interested in membership. . They are interest in expanding the volunteer base and working on setting up a volunteer group. They have a strong working Board of Directors.*
- **Helena:** No volunteer organization, but they raise a lot of money. *Even though they do not have a volunteer organization they are looking ahead and would like to participate in a seminar that focuses on building an organization.*

V. Brainstorming

- MASO board members are extremely engaged and “working” assets to their orchestras
- MASO would prefer a two day workshop
- Interested in three sessions
- Suggested coming in the night before a session and work all the next day
- One over night stay
- They like case studies and use them in leadership sessions
- Interested in: how to recruit young professions and also men and women
- Interested in next September for most likely March or April of 09

Conference call ended at 12:25

In a follow-up telephone conversation with John B., Penny suggested the Volunteer Council could set up mentors, one per orchestra as needed, to set up or build volunteer leagues in addition to the conference.

The Volunteer Council will decide when and where the workshops are held based on the applications received; she will send an application form to the MASO office.

New Business

Young Artist Competition update. Allan R. Scott, coordinator of the next YAC, reported the new flyer with art is coming soon. The application will be more thorough and require inclusion of three copies of the score. Music sample will only be returned if a SASE is included; most send a 35-cent CD burned on their computer, so return is not usually a concern. To add another younger division would take away from the other three, so the music Directors decided not to pursue the idea now but will save it for the future when we are ready. Matthew: traditionally there was no performance guarantee, but the guidelines have changed from “may” to “will” and that means one (1) performance is guaranteed with one (1) orchestra to each winner. The Music Directors felt they needed leeway to bring in other contestants when appropriate. Another change is there will be a number on an application and music sample, not a name, so that will remove any perception of favoritism.

Following discussion of the budget, motion from Peter, Matthew second to include the budget at \$6,530 for fiscal 2009; motion passed unanimously.

OLA conference. The board explored the idea of sending a representative to the national conference in June. There was a motion from Jan. Alan second, to send Peter to represent MASO; motion passed unanimously. Sandi added there is a discount for more than one member; possibly John B. could coordinate and handle payment for a group application through MASO’s membership?

Volunteer Worskhop committee. Bill appointed Karen, Alan, Mary and Marty to serve on a committee to plan and apply for a volunteer workshop through the OLA Volunteer Council.

Strategic Plan. Due to time constraints, strategic planning was tabled to the June meeting. Bill requested the Executive Committee members to look at the format of the next year. Peter suggested rotating meetings around the state to allow attendance at member orchestra performances. Carolyn: if that happens we will have come full-circle because that is how MASO started and then abandoned as too expensive. Matthew: the Executive Director and Music Director are important to participate in the meeting, but will not be able to attend because of performance demands.

Orchestra reports. Those submitted are appended.

Break-out sessions. Executive Directors: a great random discussion, free-for-all, and good opportunity to network. Music Directors: good discussion for the few attending. Leftovers: want to look further at the idea of moving the meetings around the state and feasibility of a composer in residence program through MASO. Due to confusion in the previous minutes between May and June, John B. will contact everyone regarding the next meeting date which is confirmed to be on June 4.

Public comment period. Other than two Montana Arts Council staff, who were free to comment at any time, there were no other members of the public in attendance.

Meeting adjourned at 3:15 PM.

Respectfully submitted,

John C. Barsness, Executive Director