



Membership Meeting

Monday December 7th, 2015
7:00 p.m.
Great Valley HS

~ Agenda ~

- I. Welcome and Attendance: Scott Litzenberg, Adam Nobile, Adam Burdett, Anton Romano, Victor Holladay, Tim Pry, Tina Demeglio, Sue Smith, Jim Fulkroad, Mitch Adams, Matt Ceresini, David Porter, Ed Stimson, Paul Smith via Facetime.

- II. President Report – Scott Litzenberg, Unionville HS
 - A. Fall Update & report
 - B. Championships Rotation Issue
 1. Moving forward and evaluating where we are. Challenges with championships arose from Football playoffs. Downingtown worked out well as a stadium despite the difficulties of the football schedule. A thank you to the entire team for a successful fall season. An additional challenge comes in the form of not knowing who is going to championships each year.
 2. Rules proposals
 3. Championships survey regarding facility and rotation in January

- III. Vice President Report – Adam Nobile, Big Spring HS
 - A. Hall of Fame - One inductee. Scott Litzenberg.
 - B. Scholarships - Millersville would like to also add a scholarship.

- IV. Secretary Report – Anton Romano, Kennett HS
 - A. Minutes of the May General Membership Meeting
 - Motion - Sun Valley
 - Minutes Passed

- V. Treasurer Report – Victor Holladay, Pottsgrove HS
 - A. Yearly Budget report - Show fees are just under budget. Marching band dues income was as projected. Indoor and jazz incomes are up. Financially we are in a far better place than we were six years ago.
 - B. Championship Budget Report - Income was very very down. We can absorb this loss if we are careful with funding between now and August. We are not desperate, as we were in the past. We simply want to be conservative.
 - C. Tickets for future Championship shows - We will have to adjust ticket prices upward for next year.

Motion to accept passes

- VI. Administrative Report – Mitch Adams
- A. Fall Overview - Mitch Adams final report.
 - B. Coordinator Reports -

Sue Smith - Thank you for the patience in her first season. Championships went well; even with the time constraints of Downingtown's stadium. We only had one rain weekend all regular season.

Paul Smith - In prep for annual judges clinic the handbook was reprinted and bound. A goal was to move judges to different regions. While it was better, it can still be improved upon. The judges administration team embarked on listening to massive amounts of recordings and providing written feedback to judges as often as possible.

Jim Fulkroad - Report as filed

Ed Stimson - New communication software is helping. We can track who is opening emails. We can do mass mailings. We are set for PMEA and NJEA conferences. For Jazz Championships we have Central Bucks south for both nights.

- VII. Marching Band Update - Adam Nobile
- A. Rule Congress -

Tim Pry will assume the marching band liaison position for the spring.

- VIII. Indoor Update - Mitch Adams/Scott Litzenberg
- A. Championships Update - We are doing a combined championships with Cavalcade and MAPS.

IX. Old Business

- A. Indoor Championships
 1. UDel Update -
 2. Day-of Issue - Parking will be a challenge on the day of championships due to an indoor track event running at the same time.

X. New Business

- A. 2016-17 Championships Dates
 1. Marching Band & the PIAA Football Schedule Changes - PIAA Football will start one week earlier than previous years.
 2. West Virginia Issues and concerns
 - a) Financial - This year the WV shows were much closer to being budget neutral.
 - b) WV director involvement in our process - We need to be able to utilize technology better. Many of our bylaws have been outpaced by technology.

Discussion about new web page.

XI. Positions Positions for nomination to membership :

- Section 7 - Election of Executive Director and Coordinators. The Executive Director, Judging Coordinator, Education Coordinator, and Jazz Administrator shall be elected in odd

years. (2015)

Interested people: (resumes on Google Drive and info on their online form)

We can call them and have a short conversation with each one of them.

Executive Director: Paul Smith
Judge Coordinator: John Keane
Education Coordinator: Jeff McCoach
Jazz Administrator: Ed Stimson

Motion to accept - Sun Valley
Second - Great Valley
Motion carries

- XII. Indoor & Jazz Season
 - A. Judge approval in process right now
 - B. Show Schedules are confirmed and are posted

XIII. Announcements

XIV. Adjournment

Motion to adjourn - Adam
Second - Victor

***2015 Marching Band Comm. to follow adjournment**



Spring General Meeting

Monday May 2, 2016
7:00 p.m.
Great Valley HS
225 Phoenixville Pike
Malvern, PA 19355

~ Agenda ~

- I. Welcome and Attendance: Scott Litzenberg - President/Unionville, Adam Nobile - Big Spring/Vice President, Victor Holladay - Treasurer/Pottsgrove, Anton Romano - Secretary/Kennett, Paul Smith Executive Director, Tim Pry - Sun Valley/Marching Band Liason, Matt Ceresini - Great Valley, Glenn Cowen - Jazz Liason/Upper Moreland, Ed Stimson, Justin McAdams - Phoenixville, Hans Van Mol - Pennwood, Dave Porter - Cumberland Valley, John Keane - Judging coordinator, Jim Fulkroad, Tony Perez - Hatboro
- II. President Report – Scott Litzenberg, Unionville HS
 - Scott thanked Matt Ceresini for Hosting.
 - Transition of Executive Directors has gone well.
 - Compliments to John Keane for coming in to the indoor/jazz position and handling it well.
- III. Vice President Report – Adam Nobile, Big Spring HS
 - A. Hall of Fame
 1. Form is on the CBA website
 - no applications for the indoor season
 2. Outdoor nominations due by:
 - a) Outdoor - October 1
 - b) Indoor/Jazz - February 1
 - The process is once there are nominations Adam will contact 5 current hall of fame members and it is a majority vote. Clarification that the process is the same, it is only the deadlines that are different from indoor to outdoor.
 - B. WCU Scholarships - up to 3 a year
 1. 8 applicants
 2. reviews needed by impartial panel
 - Any interested parties should contact Adam by email.
- IV. Secretary Report – Anton Romano, Kennett HS
 - A. Minutes of the December General Membership Meeting for approval
- V. Treasurer Report – Victor Holladay, Pottsgrove HS
 - A. Yearly Budget report
 - Income from marching championships is down. We were in very good financial standings thanks to a few years of conservative budgeting. Victor has emphasized that we are going to be in fine. We are still awaiting funds from Jazz Championships as well as marching dues. We have been able to watch our expenses and thanks to our coordinators, we have been able

to keep expenditures to a bare minimum. Most expenditures are under budget. The only line item that is significantly over budget is our bank fees. Victor reported that our credit card interest is being accounted for as bank fees. Income is where we projected it to be. We are about \$10,000 under what was budgeted. That amount may seem significant, but there is still income to be accounted for. We have about \$24,000 remaining that was budgeted. However, we do not have \$24,000 in liquid assets and we will not be zeroing some line items. Victor has stated that we are still in better shape than when he took over as treasure in 2006.

- Question from Justin McAdams regarding how we are accounting for credit card debt. Victor replied that we are paying more than the minimum on each card.
- B. Indoor/Jazz Championships Budget Report - Marcel/Ed
 - Ed commented on Jazz championships - that we did well financially, but we could still do better.
- C. 2016-17 Budget Proposal
 - Budget for 2016-2017 is nearly the same as the previous year.
 - Scott commented on line item #3 - marching band championships. The problem with 2015 ticket pricing has been rectified and we should see a correction in 2016.

Motion: Porter
Second: Cowen
Motion passed

Question to approve 16/17 budget
Motion Porter
Second Litzenberg
Motion Passed

VI. Administrative Report – Paul Smith

- A. Winter Overview
 - Paul reported that there was a live administrators meeting at the beginning of January. Paul praised the admin team for their commitment and dedication
 - In January Paul hired getphound.com to begin work of our new website.
 - On January 9th we reestablished a Facebook page.
 - New banners were premiered at NJMEA and PMEA
 - Paul is working on getting more corporate sponsorships
 - We recently signed a partnership agreement with DCI
 - Signed a contract with Halftime Magazine
- B. Coordinator Reports
 - John Keane commented that he would like to create more unity between the jazz/outdoor/indoor worlds.
 - Biggest challenge in indoor is in competition for judges. We are in competition with other local circuits in trying to find judges.
 - We have judges who judge indoor, but not necessarily indoor judges. We need to do a better job in evaluating novice vs “A” groups.
 - Question from Ed regarding whether or not our Education Coordinator should be assisting in training indoor/jazz judges. Discussion was tabled as those responsibilities have yet to be defined.
 - Other reports are as filed.
- C. 2016-17 Next Year update

1. Marching Band 2nd Championships Site update
 - Chambersburg HS is one of the leading schools to host. Rowan University is a possibility. Lehigh University is another strong possibility.
 - Depending on the stadium we wind up with, we may have to adjust the championship rotation at Hershey. We thought we had Kutztown locked up for our second site but that fell through.
2. 2017 Indoor Championships Site
 - Looking at the Hershey Arena for a possible indoor championship site.
 - Paul assured us that we will be doing a better job of marketing our second site than we have in the past.

VII. Indoor Update - Tina Vafiadis

- A. Annual Indoor Meeting: June 7th, 7:00 pm Ridley HS
 - Presented by Scott Litzenberg as filed

VIII. Jazz Update - Glen Cowen

- A. Annual Jazz Meeting: May 17th, 7:00 pm Upper Moreland HS
 - Over 80 school participating in Cavalcade Jazz.
- B. Jazz Survey
 - Glen received 26 responses to the jazz survey. Discussions ongoing about jazz as competition vs. jazz as adjudication.
- C. Jazz Judging pay increase proposal
 - Glen is proposing an increase to \$225.00 from \$190.00. The base pay would bring jazz judges in line with the pay structure of marching band. Also an increase in the tabluator salary from \$170.00 to \$180.00.

IX. Old Business

- A. 2016-17 Championships Dates - as per rotation that was published
 - Scott commented that our rotation for the next cycle (3 more years) should be able to stay set.

X. New Business

- A. New Website Update - Paul Smith
 1. Competition Suite & scores on new website
 - Paul reported that the new website is moving along. We think that we may be within a month of releasing a functioning version of the new web page. Focus has been to get the marching band and homepages done first in preparation for the fall.

XI. Positions for nomination to membership :

- Section 6 - Election of Board of Directors. The President, Secretary, CI Liaison, and Jazz Liaison will be elected in even years. (2016)

President: Scott Litzenberg - Unionville HS
 Secretary: Anton Romano - Kennett HS
 Indoor Liaison: Tina Vafiadis - Ridley HS
 Jazz Liaison: Glen Cowen - Upper Moreland HS
 Marching Band Liaison: Tim Pry (finish ½ of current term)
 Motion to close by Dave Porter
 Seconded by Tony Perez

Motion and vote carries

XII. Announcements - FTGOTO

XIII. Adjournment

Motion to adjourn Holladay

Second Nobile