

## COLUMBUS AGO EXECUTIVE COMMITTEE MEETING MINUTES

Date: Monday, May 20, 2013

Time: 7:00 p.m.

Place: Holy Trinity Lutheran Church

Present: John Bryan, Al Adcock, Joel Matthias, John Schuder, Josh Brodbeck, Mark Stuart, Brett Green, Brian Johnson, Carol Neff, Erin Petrella, Nancy Renneker

Absent: Stan Osborn, Bianca De Maria, Jared Bennett

The meeting was called to order.

John Schuder welcomed newly elected executive committee members and thanked outgoing committee members.

Minutes from the April 22 meeting were approved.

### Treasurer's Report – Al Adcock

Under budget for the year. The spring social was under budget. Scholarships have not been issued yet (deadline for submissions has not yet passed). A reminder may be needed to invest \$50 into the conservative growth fund before the end of the year. The report was approved as presented.

A motion was passed to approve Al to throw away social reservations, now, and following future social events at his discretion. A motion was passed to empower Al to conduct chapter financial business as needed until the new budget is passed next month.

For the scholarship application: an ad-hoc committee was appointed to review applications and allocate money (John Schuder, Carol Neff, John Bryan). Next year, the scholarship application date needs to be earlier. For the current cycle, a motion was passed to carry over \$900 to the 2013-2014 fiscal year and to authorize the ad-hoc committee to award up to \$900 in scholarships.

### Dean's Report on meeting of Ohio Deans, May 18 — John Schuder

There was a discussion of chapter programs, but nothing stood out as especially worth to try here. A smaller chapter holds a monthly social hour/lunch at predetermined location for members to chat and connect. The counselor reminded attendees that there is no AGO grievance procedure anymore. It was been replaced with counseling/mentoring.

### Dean's Comments: John Schuder

- May Social Event  
Good attendance, good program, good feedback.
- Report on Chapter Communications  
There was a lengthy discussion on changes to policies regarding concert email reminders

(requested from time to time by concert organizers). Due to time constraints, the conversation was ended. John and Mark will make a decision and recommendation at the next meeting.

- Proposal by John Bryan

John drafted a request to chapter members soliciting the names of music teachers with organ students, and organ teachers who are not members of the AGO. The goal is to find students and potential members, so that we may request their permission to send them program information. The request will be sent out with the August Guilder.

Sub-Dean's Report on 2013/14 Programming: Josh Brodbeck

September 13 Richard Elliot at Capital University. Fee is \$2900. Parking available at Trinity Seminary; Christ Lutheran; residential streets. Parking options should be communicated to members.

Date for installation of officers – undecided.

General discussion on Program goals for 2013/14 and beyond

September 13: Richard Elliot

Fall: Pedals, Pipes, Pumpkins & Pizza / centered around Halloween Saturday Oct 26<sup>th</sup>.

Potluck of clever/historical YouTube clips. Mid-Winter. (FEBRUARY?)

March: Student Recital

Tour of St. Paul's organ in progress (tentative date). (APRIL-MAY)

"Good music" for small choral ensembles.

How to program for small instrument / small ensemble. (Making the best of a bad situation)

Student recital (choose better timing).

Anthems with instruments.

French registration- have two instruments (small vs. large)

Joel will contact directory advertisers to check for date conflicts.

June 17<sup>th</sup> – Next Meeting (St. Paul's, Westerville)

The meeting was adjourned.

## Draft Communications Policies for Discussion

### Guilder Policies

1. The Guilder will be published August through April, on or shortly before the 1<sup>st</sup> of the month.
2. Concerts and events are to be sent to the Guilder editor by the 15<sup>th</sup> of each month to be included in the next issue.
3. It is recommended that concerts be submitted up to 60 days in advance, especially those occurring early in the month. This will help prevent, for example, an early March program being first announced in the March Guilder. In this instance, submission by January 15<sup>th</sup> would allow the program to be listed in the February Guilder.
4. Paid concert series advertisements in the directory will not be automatically published in the Guilder, but organizers are welcome to submit an additional event listing to the Guilder per the above guidelines.
5. Each month, an email announcement will be sent to the chapter soliciting concerts and events for the next 60 days.

### E-mail Policies

1. Recognizing that e-mail concert announcements may help further the mission of the AGO to encourage organ, choral, and hand bell music, concert announcement emails may be requested by chapter members for events being held at their location. At its discretion, the Executive Committee may also choose to publicize other local events believed to be of interest to chapter members.
2. Concert email announcements are not meant to replace Guilder concert listings; the Guilder concert listings are intended to communicate events with more lead time, whereas email announcements are intended to be last minute reminders for additional publicity.
3. Events in the Guilder *will not* automatically be sent as email announcements. A concert announcement may be requested by contacting the chapter communications coordinator via email. The request should include:
  - a. A title for the announcement (Headline)
  - b. Spell and date-checked announcement text to be copied as-is.
  - c. Venue
  - d. Contact information
  - e. A link to a relevant picture, if desired, for inclusion (URL or attachment).
  - f. When the announcement should be issued. We will try to accommodate.
4. The request should be sent to the communications coordinator at least two weeks in advance. Requests closer to event dates cannot be assured.
5. One announcement email will be issued per concert. (There will not be an early announcement and then a reminder.)
6. During busy concert seasons (e.g. Christmas), multiple requests may be combined into one announcement at the discretion of the chapter communications coordinator.

7. If the event does not seem to be relevant to the mission of the AGO, the chapter communications coordinator will request review by the officers and/or Executive Committee.

#### Communications Preferences

1. Each year, the chapter renewal list will be copied to a separate distribution list for concerts. If some members do not wish to receive concert listings, they may opt out of the concert distribution list and receive official chapter business and Guilders only.
2. Recipients will be periodically reminded that they can opt out of concert announcements. Detailed instructions will be included on the website on how to update preferences.