



Florida Federation of Music Clubs, Inc.

Member of National Federation of Music Clubs, Inc.



FFMC 98th Convention
 June 1-3, 2017
 Holiday Inn Westshore Airport, Tampa, FL
 Minutes of the Board of Directors Meeting
 Friday, June 2, 2017

Call to Order Bess Stallings, President, called the meeting to order at 10:10 A.M.

Roll Call Quorum: 12
 Members present: 19

		Present	Absent	Present in another position
FFMC Officers:				
President	Bess Stallings	X		
Vice President	Cheryl Poe	X		
Treasurer	Suzanne Carpenter	X		
Recording Secretary	Philip LeGrand	X		
Appointed Positions:				
Corresponding Secretary	Vacant			
Archivist	Lisa Smith	X		
Chaplain	Vickie Stake		X	
Council of District & State Presidents	Ann Stockton		X	
Financial Secretary	Peggy Willis	X		
Past FFMC Presidents:				
	Sally Moxon		X	
	Connie Lill	X		
	Michael Edwards		X	
	Ann Stockton		X	
District Presidents:				
Bay Ridge	Joshua Sussman	X		
Capital	Loretta Hake		X	
Lake	Victoria Schultz	X		
Royal Poinciana	Kathleen Hart		X	
St. John's	Lisa Smith			X
Seminole	Marian Cox	X		
Suwannee	Claudia Brill		X	
FFMC Division and Committee Chairman:				
Administration Division	Bess Stallings			X
Bylaws Committee	Philip LeGrand			X

		Present	Absent	Present in another position
Directory Chairman	Bess Stallings			X
Protocol	Sybil Catala	X		
Sergeant-at-Arms	James Stallings			X
American Music Division	Patricia Clarke		X	
Parade of American Music	Anne & Bill Pray	X		
Folk Music	Petra & Joshua Sussman	X		
Arts Division	Victoria Schultz			X
Chamber Music	Sherry Pollock			X
Choral Music	Judy McLaurin		X	
Crusade for Strings	Kathy Rodgers		X	
International Music	Cecilia Laude		X	
Music in Poetry	Cecilia Laude		X	
Music Therapy	Cheryl Poe			X
Sacred Music	Anne Pray			X
Together We Sing	Wilma Greenwood		X	
National Music Week	Sybil Catala			X
National Music Week Essay	Marian Cox			X
Opera Department	Chai Chien		X	
Competition & Awards Division	Michael Edwards		X	
Ragtime Piano Auditions				
Stephen Foster/Jeanie Auditions	Connie Lill			X
Summer Music Award	Elaine Knight		X	
Young Artist Department	Michael Edwards			X
Biennial Competition	Michael Edwards			X
Finance Division	Connie Lill			X
Budget	Suzanne Carpenter			X
Development	Lisa Moore	X		
Florida Fellows	Connie Lill			X
Insignia	David Stockton		X	
Memorial and Recognition Fund	Wilma Greenwood		X	
Past Presidents Assembly	Isabelle Laude		X	
Junior Division	Vickie Stake		X	
Claire Ulrich Whitehurst Piano Award	Suzanne Carpenter			X
Essay Contest	Marian Cox			X
Federation Cups	Lisa Moore			X
Frances Rands Beery Classical Ballet Memorial Award	Dr. Monica Laude		X	
Junior Composition Awards	Sherry Pollock			X
Festivals	Lisa Smith			X
Technology Consultant	Lisa Moore			X
New Member Liaison	Lisa Moore			X
Membership and Education Division	Lisa Moore			X
Sr Club Reporting & Eval. & Yearbook	Lisa Moore			X
Public Relations Division	Cheryl Poe			X

		Present	Absent	Present in another position
Sharps & Flats Newsletter	Bess Stallings			X
Student/Collegiate Music Educations Awards & Scholarships	Michael Edwards		X	
Webmaster	Lisa Moore			X
Bay Ridge District Senior Club Presidents:				
Concert Club	Kimberly Capsas		X	
Friday Morning Musicale (Tampa)	Dr. Jerome Lowe	X		
Lake Wales Music Club	Lois Lucas		X	
Lowes Music Club	Dr. Jerome Lowe			X
The Tuesday Music Club (Lakeland)	Judy McLaurin		X	
Wauchula Wednesday Musicale	James Stallings	X		
Capital District Senior Club Presidents:				
Choctaw Bay Music Club	Lisa Cyr	X		
Lake District Senior Club Presidents:				
East Coast Music Club	Tim Murphy		X	
Orlando Music Club	Balina Smith		X	
Sanford-Seminole Performing Arts Society	Alice-Margaret Byerts		X	
South Metro Music Club of Central FL	Sherry Pollock	X		
Wednesday Music Club of Central Florida	Joan Bond		X	
Royal Poinciana District Senior Club Presidents:				
Coral Gables Music Club	Luciann Niebler-Spare		X	
Miami Music Club	Dr. Jay B. Hess		X	
Morning Musicale of Fort Lauderdale, Inc.	Catherine Gavin		X	
Music Club of Hollywood Florida	Chai L. Chien		X	
South Miami Music Club	Laura Wilcox		X	
St. John's District Senior Club Presidents:				
Harmony Club	Vacant		X	
Seminole District Senior Club Presidents:				
Calusa Musicale	Amy Maneval		X	
EFMusic Senior Club	Elizabeth Farrell		X	
Gulf Coast Music Club	Avis Romm		X	
Musical Manatees	Geri Zandstra		X	
Sarasota Music Club	Mary Webb	X		
Suwannee District Senior Club Presidents:				
The Foundation for the Promotion of Music President	Linda Blessing	X		

Professional present:	
Parliamentarian	Louis Rose
Guests:	
Bill Pray, Club Delegate	Marilyn Fisher, Bay Ridge Dist. Treasurer
Violet Mandese, Club Delegate	Janet Jackson, Club Treasurer
Barbara Young	Betty Walsh
Dr. Stella Memuseso	Raymond Cyr
Cynthia Shirley	

	President Bess Stallings turned the meeting over to the Vice President Cheryl Poe.								
Minutes	The minutes were reviewed by the readers and distributed to all members of the Executive Committee, District Presidents and Club Presidents. Motion to accept, seconded and passed								
Readers of Minutes	The readers of the minutes were appointed as listed in the program by the President: Connie Lill, Lisa Smith, and Peggy Wills								
Parliamentarian	Cheryl Poe introduced our parliamentarian, Louis Rose. Moved and seconded approved.								
Reports:									
Business Conducted by Executive Committee via E-mail	None								
Treasurer's Report	<p>Suzanne Carpenter, Treasurer, presented the Treasurer's report. Report is attached. She reported that all our obligations as a non-profit are filed:</p> <ol style="list-style-type: none"> 1. Corporation renewal was completed with the Florida Dept. of State. 2. Registration was renewed with the Florida Department of Agriculture and Consumer Affairs. 3. Our tax-exempt status was renewed and is valid through 1/31/2021. 4. Fidelity bonds were issued on our President and Treasurer, signers on the FFMC account, as well as for District and Senior Club treasurers. 5. Directors and Officers Liability Insurance effective 12/6/16. 6. Income tax filing for the last fiscal year was completed. 7. An independent accountants' compilation was completed. <p>Summary of FFMC Assets</p> <table> <tr> <td>KIG Asset Management (4/30/17)</td> <td>\$732,636.18*</td> </tr> <tr> <td>SunTrust Checking Account (5/31/17)</td> <td>\$ 28,381.58**</td> </tr> <tr> <td>SunTrust Savings Account (5/31/17)</td> <td><u>\$ 39,323.08</u></td> </tr> <tr> <td>Total Assets:</td> <td>\$800,340.84</td> </tr> </table> <p>Total Assets Last Year: \$751,382.58</p>	KIG Asset Management (4/30/17)	\$732,636.18*	SunTrust Checking Account (5/31/17)	\$ 28,381.58**	SunTrust Savings Account (5/31/17)	<u>\$ 39,323.08</u>	Total Assets:	\$800,340.84
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	<p>* \$25,000 was withdrawn from KIG account on 5/21/17 to cover anticipated expenses</p> <p>** Area festival fees to NFMC as well as many awards not yet cashed.</p> <p>KIG: 707,984.66 Checking: \$ 4,443.31 Savings: \$39,323.08</p> <p>Summary of Assets (as of 6/1/17)</p> <table> <tr> <td>KIG Asset Management</td> <td>\$707,984.66</td> </tr> <tr> <td>SunTrust Checking Account</td> <td>\$ 4,443,31</td> </tr> <tr> <td>SunTrust Savings Account)</td> <td><u>\$ 39,323,08</u></td> </tr> <tr> <td>Total Assets:</td> <td>\$751,751.05</td> </tr> </table> <p>As of 5/31/17, all NFMC Festival fees and Federation cup orders are paid. Waiting for the UNF final bill which is estimated to be \$10,000.</p> <p>Report will be filed for audit.</p>	KIG Asset Management	\$707,984.66	SunTrust Checking Account	\$ 4,443,31	SunTrust Savings Account)	<u>\$ 39,323,08</u>	Total Assets:	\$751,751.05
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SunTrust Savings Account)	<u>\$ 39,323,08</u>								
Total Assets:	\$751,751.05								
Budget Committee	<p>Suzanne Carpenter presented the budget.</p> <p>Adjust to delete NFMC Designated Member from Budget Motion to accept amended budget, seconded and Passed</p> <p>Items in the budget include: Federation Cup Fee will be raised this coming year to \$5.00 and \$5.50 for Concerto for Jr III and Senior Concertos. District Scholarship Award continues at \$1,500 per district. For the 1st three. Increase awards at the FFMC State Junior Convention by \$400 for 2018. Continue convention stipend (\$100) for District Presidents or Treasurers and Senior Club Presidents or Treasurers to attend the convention.</p> <p>The budget was adopted.</p>								
Bylaws Committee	Reported on Housekeeping change to Federation Cup Chairman								
Conflict of Interest	Recording Secretary, Philip LeGrand, reported on the Conflict of Interest; Several members reported during the annual review by members of the Board of Directors and the signing of the form that they were married to another member of the board.								
Liability Insurance	Recording Secretary, Philip LeGrand, reported that only 24 of the 31 organizations submitted the form as required indicating the organization would be purchasing the insurance for the sponsored events. The Treasurer, Suzanne Carpenter, reported that actually all clubs did purchase the liability insurance.								
Junior Division	<p>Lisa Smith presented the following proposed changes to the Junior Procedures Manual (JPM):</p> <ol style="list-style-type: none"> <u>Revisions to State Junior Officers section of JPM [pg. 8]</u> <ul style="list-style-type: none"> <u>Remove current paragraph and reformat [Move entire section to</u> 								

right before section on pg. 9 "Selection to Be Performed."

- Add title for this section "STATE JUNIOR OFFICERS."
- In existing paragraph change "Junior Advisory Committee to Junior Advisory Board."
- Add "Junior membership in FFMC is required of all candidates, voters, and elected officers."
- Add "Enrollment in State Junior Convention is not required for Junior candidates or voters."
- Add "The FFMC Junior Board shall consist of a President, Vice President, Secretary, Treasurer, and Parliamentarian, one Board Member at Large."
- Add "The State Junior President serves as the liaison between FFMC and the State Junior Officers."
- Add "The State Junior President will give a 2-3 minute speech both nights of the Awards Ceremony at the FFMC State Junior Convention."
- Add "The State Junior President will announce the names of the award recipients both nights of the Awards Ceremony at the State Junior Convention."
- Add "All outgoing State Junior Officers are required to be present at the meeting for the election of incoming State Junior Officers. They are to assist with the voting process unless it involves themselves running for a position."
- Add "Election of officers will be conducted through ballot vote. In the event of a tie for office, the current State Junior Board will determine the winner through a second ballot vote."
- Add "The outgoing State Junior President shall instruct the incoming State Junior President to collect all email addresses and contact information for the new State Junior Officers and provide to the FFMC Junior Division Chairman."
- Add "All State Junior Officers are required to be present for the both nights of the Awards Ceremony at the State Junior Convention."
- Add "For the entire duration of State Junior Convention all State Junior Officers are required to work at the Registration Desk or any position asked of them by FFMC. If an officer can only be present for part of a day, that officer must notify the State Junior President and help arrange for another responsible student to substitute for them during the time he/she is absent. The State Junior President must notify FFMC of the substitution prior to the State Junior Convention."
- Add "State Junior Officers who do not fulfill their duties at State Junior Convention (or find a responsible substitute) will be ineligible to run for future FFMC State Junior Officer positions."
- Add "All incoming State Junior Officers are expected to attend the Installation event at the Saturday Awards Ceremony. If an incoming officer is not able to attend, he/she must notify FFMC at the time of election."
- Add "State Junior Officers should seek out and offer to assist

	<p>their local organizers with district and senior club events throughout the year.”</p> <p>2. JPM pg. 9 Monitoring section</p> <ul style="list-style-type: none"> ○ Amend “If not, the Area Festival area Chairman, in cooperation with the participating teachers, will make arrangement...” ○ Amend “Area Festival Chairmen are responsible for organizing and for dispersing...” ○ Amend “Fees must be 3 paid at least one week prior to the State Junior Convention to the State Treasurer.” <p>3. JPM pg. 13 Provide Copy of Score</p> <ul style="list-style-type: none"> ○ Add to last sentence “Accompanists cannot copy entire pieces or books for the ease of page turning even if they have the original score in their possession at the audition.” ○ Add “IPads and other electronic devices with downloaded scores are not permitted for use without written prior consent from FFMC Junior Division Chairman.” <p>4. JPM pg.13-14 Gold Cup Senior Concerto Scholarship Competition</p> <ul style="list-style-type: none"> ○ Amend third sentence “. . .earned at least one NFMC Gold Cup. it is not necessary to be a music major” ○ Add “Entrants are not required to have future plans to major in music.” ○ Add “Students who have previously won the standard Senior Concerto event at State Junior Convention are eligible to enter this event provided all other criteria are met.” ○ Add “Students in 12th grade must participate in the Senior Concerto event at District Festival and receive a Superior rating in order to enter the Gold Cup Senior Concerto Scholarship Competition.” ○ Add “Teachers will indicate on their State Junior Convention application under the “Event” column that the student will be participating in the Gold Cup Senior Concerto Scholarship Competition [GC Sr. Concerto).” <p>5. JPM pg. 14 Irene Muir Memorial Award</p> <ul style="list-style-type: none"> ○ Amend “Judges may nominate any Junior of extraordinary talent and potential, any age, any solo instrument or voice (not including ensembles) to compete at the close of the Junior Convention for a single cash award.” ○ Add “No ties are allowed; only one person can win this award.” <p>6. JPM pg. 15 Add section titled “Florida Summer Music Camp Award”</p> <ul style="list-style-type: none"> ○ One recipient is chosen by Federation officials from written applications that demonstrate worthiness and need. ○ Applications should be concise, grammatically correct, and creative. Include years of study, motivation to attend a certain program, Festival/State Jr. Convention participation, and/or volunteer activities to promote music in the community. ○ Award is open to Juniors currently in grades 9 – 11. ○ Only official applications will be considered and can be obtained at the Registration Desk. ○ Application to be submitted to the registration desk by 4 pm on
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	<p>Saturday of the State Junior Convention.</p> <ul style="list-style-type: none"> ○ Applications may also include: Correspondence from a reputable summer camp program indicating acceptance and financial obligation to attend and/or teacher recommendation. ○ This scholarship cannot be awarded to the same Junior more than one time. <p>7. JPM pg. 17 NFMC Area Festival Auditions</p> <ul style="list-style-type: none"> ○ Add “The deadline for District Festival applications will be between December 1-10 as established by the Area Festival Chairman.” ○ Add “FFMC will honor the official NFMC rating system of Superior, Excellent, Satisfactory, Fair, Needs Improvement. Area Festival Chairmen will instruct Festival judges not to add embellishments of pluses and minuses to the prescribed rating system.” <p>8. JPM pg. 19-20 Junior Composers Contests</p> <ul style="list-style-type: none"> ○ Include a complete Federation Cup form with the application. ○ pg. 20 3rd paragraph amend “Festival cup fee for single ... to Federation cup fee. .” ○ pg. 20 4th paragraph amend “First place winners will receive a trophy and second place winners will receive a ribbon awarded at the State Junior Convention by mail from the Junior Composition Chairman unless other arrangements are made.” ○ pg. 20 5th paragraph amend “NMFC” to “NFMC.” <p>9. JPM pg. 20 Essay Contest</p> <ul style="list-style-type: none"> ○ Add “First place winners are awarded a trophy. The Essay Contest Chairman is responsible for obtaining the trophies from FFMC and mailing them to the recipients unless other arrangements are made.” <p>10. Federation Cup</p> <ul style="list-style-type: none"> ○ The Federation Cup Fee will be increased from \$4 to \$5 and the Concerto event fee from \$4.50 to \$5.50. Include Jr III in the Concerto Cup fee. ○ The signature on the Federation Cup form is optional. ○ Supplemental orders submitted after final cut-off deadline of March 30th are subject to a shipping cost (minimum \$20) to be paid by the teacher. <p>Pay Mike Stoeber \$1,000 for computer support to the State Junior Convention. Pay Kenny Clark \$500 for computer support to the FFMC Membership file.</p> <p>The recommendations were presented from the Junior Division:</p> <p>Victoria Schultz moved to accept them and Joshua Sussman seconded.</p> <p style="text-align: right;">Motion passed.</p>
<p>Jeanie/Stephen Auditions</p>	<p>Connie Lill provided a report and recommendations</p> <ul style="list-style-type: none"> ○ Recommended that sponsors of the contestants be extended to

	<p>include individuals, businesses, and service organizations.</p> <p>Lisa Moore moved to accept the recommendation, Lisa Smith seconded. Motion passed.</p> <ul style="list-style-type: none"> ○ Recommended that we have a briefing during the event to update and enlighten the contestants and patrons regarding Stephen Foster and his music. ○ Moved to amend second recommendation adding “at no cost to FFMC.” <p>Lisa Cyr moved to accept the recommendation, Joshua Sussman seconded. Motion passed.</p>
Unfinished Business	None.
New Business	<p>Cheryl Poe recommended FFMC initiate a Facebook page in conjunction with NFMC and all the districts. Would include a required media permission form. No Cost.</p> <p>Moved by Dr. Jerome Lowe seconded by Ray Cyr. Motion passed.</p>
Adjournment	Meeting adjourned at 11:10 AM. For the luncheon

SEAL



Philip J. LeGrand
Recording Secretary

Readers of the Minutes

via e-mail
Connie Lill

via e-mail
Lisa Smith

via e-mail
Peggy Willis

10/31/2017
Date

11/02/2017
Date

10/24/2017
Date

Reports:
Treasurer, Budget