



## **HARMONY HEARTLAND, REGION 4 REGIONAL MANAGEMENT TEAM MEETING SUNDAY, February 7, 2021 MEETING MINUTES**

### **Welcome and Agenda Review**

Sue welcomed all to the Zoom meeting.

### **JANUARY MINUTE ADDENDUM**

As we move forward onward throughout 2021 with our ZOOM meetings a few ground rules need to be established and adhered to in accordance with our Standing rules.

1. Everything we discuss in our meetings - open, honestly, and without judgement must be kept confidential. The published minutes are shared with our membership. It is very important that you review our Meeting Minute drafts sent each month by Lura, prior to publication.
2. Video cameras must be on for all future RMT Zoom meetings. It is simply very important that we SEE each other during our meetings.
3. Region 4 Standing Rules. Having spent quite a bit of time on our Website this week, I realized (as did Jeanne) that we have never included our Standing Rules on this site. I believe she is posting them now, but just in case you do not have a copy - here they are. They were last updated in 2016. We will discuss the need to review them again during our March meeting.

### **DEI COMMITTEE DISCUSSION**

The Region approved and endorsed the Region DEI statement July 17, 2020. When the DEI statement was published a notice for anyone interested in being part of this committee was sent and 4 region members contacted Jeanne and this committee was created. Due to other issues the formal creation/guidelines for a DEI Committee were never completed. We appreciate and thank the 4 current members work on this committee that has occurred to date. A draft document on the creation/guidelines/etc. was created and shared with all for this meeting after an issue in early January came up and brought this back to the forefront to get this done. Discussion on the following items were brought up during the meeting:

- Should this be a Standing committee or Special committee – to be determined.
- Should this committee be involved with the Song Assessment process – No, we will follow the Sweet Adeline International process.
- Role of Marsha/Jeanne with the committee – Membership Coordinator, Marsha currently, will be part of all committee meetings going forward. Jeanne is a part of the committee as a member and not representing RMT.

As standing rules for SAI and Region were reviewed it was determined that several items still need to be investigated further which Sue will do.

Special vs Standing Committee – how do other regions an SAI handle.

CAL – are they able to participate on RMT/Committees.

The current Committee members need to finalize their Mission and Goals.  
The committee structure will be as follows – no matter if set up as a Standing or Special committee:

1. This Committee will report to the Membership Coordinator.
2. Monthly reports will be completed and submitted to the Coordinator so she can report out at RMT meetings.
3. Membership on this committee will be done by Application.
4. Term limits will be established for committee members.
5. Committee will review and make recommendations of applicants to RMT to make decision of appointments.
6. No more than 2 members from same Chorus can be on committee.
7. All DEI communications will be shared with RMT prior to sending out.
8. Safe email – all will be shared with RMT.

We will continue to work on and finalize so the formal committee will be established with an effective start date of May 1, 2021.

**Accountability:** Sue/Marsha/DEI Committee/RMT

### **SINGING SUMMIT WRAPUP/VIDEO DISCUSSION**

Videos have been completed and added to the region YouTube Play list as well as in our Dropbox. They will be deleted from the Dropbox after 30 days but remain on YouTube. An email to all region 4 members and paid attendees from outside the region with the link to the videos has been sent out. It will be asked that the link not to be shared with anyone outside the region.

### **TRAVEL IN TUNE EVENT**

Kim received more information from Debbie Curtis and the following items need to be decided on so response can be submitted to International by the February 26<sup>th</sup> deadline.

- Theme – Several ideas were tossed around regarding Heartland of America and Racing (Derby, Indy 500, Nascar, etc.)
- 3 Possible deadlines for all materials to be completed – these will determine when our region event occurs - approximately 2 weeks after date selected.
  - May 17<sup>th</sup> – 1<sup>st</sup> choice
  - June 7<sup>th</sup> – 2<sup>nd</sup> choice
  - June 21<sup>st</sup> – 3<sup>rd</sup> choice

Once IHQ assigns deadline the following items will need to be completed by then.

- Logo – Kristie will create a “passport” stamp based on our region logo.
- Regional Promo Video, 1-2 minutes
- Region Showcase Welcome Video, 5-15 minutes
  - 1-3 events from each of the 7 states in our region
  - Each Coordinator could present one of the state facts – bring list to the March meeting. – **ALL RMT to send to Kim by date she specifies.**
  - Other Fun facts of Region 4
- Education Video – Kim will work with Kim Newcomb and Jen Cook to create this 45–60-minute video.
- Any supplemental “travel documents”
  - Handouts
  - Worksheets
  - Homework

More discussion will be done at the March meeting.

**Accountability:** Kim is handling this project with RMT member help as needed.

## **CONTEST WEEKEND EVENT**

Event will take place on Saturday April 10<sup>th</sup> – time to be determined.

- Parade of Choruses – Each chorus can submit their favorite 2-3 song performance.
  - Songs must have passed the Song Assessment.
  - Performance sent to Liz via Dropbox.
  - Any description/information of performance is to be sent to Kim.
  - Deadline to submit is March 8<sup>th</sup>.
- Announcements/Awards will be interspersed between Chorus performances.
  - Membership Longevity Awards – 5 total – Sue creating PPT.
    - 2-50yr member, 1-55yr member, 1-60yr member and 1-65yr member
    - Director Recognition – Deb providing list to Sue for PPT.
  - New Director Interviews/Bio – 3 total – Deb coordinating.
  - Bev Miller Leadership Award – Sue promoting to region leadership via website/Jeanne.
- Region 4 Queens and Quartets going to International in St Louis
  - Songs must have passed the Song Assessment.
  - Performance sent to Liz via Dropbox.
  - Any description/information of performance is to be sent to Kim.
  - Deadline to submit is March 22<sup>nd</sup>.

Save the Date Information will be created/sent to region members and posted on Facebook by Kristie.

Chorus Parade Information will be created and sent to Directors/Team Leaders by Kim.

**Accountability:** Kim/Liz handling this project with RMT member help as needed.

## **COORDINATOR UPDATES** – Reports shared have been added to the website.

The following Coordinators sent their reports and they have been placed on the region website. Please review their reports and respond if any questions.

Director Coordinator – Deb

Addendum – Unbridled Harmony is in financial trouble. Beverly will follow-up with them.

Finance Coordinator – Beverly

Marketing Coordinator – Kristie

Membership Coordinator - Marsha

### **Team Coordinator** – Sue

RMT 2021 Nomination Committee has received 6 applications to date. Waiting for Kristie and Liz to submit theirs. Deadline for applications is February 15<sup>th</sup>. Lura will compile all the applications and send to Nominating committee for review and the final slate will be presented to the RMT for appointments in mid-March. Applicants will then be notified of the RMT selection. Once they have been notified a formal announcement will be sent to International and Region members.

Redrafting Region 4 Standing Rules. Last updated in 2016. To be discussed during the March meeting.

### **Education Coordinator** – Kim

See other reports above.

### **Events Coordinator** – Natalie

No report currently.

Communications Coordinator – Jeanne

Singing Summit Survey will be sent to attendees and will share results with RMT.

**REGION 4 CHORUS BUDDIES UPDATES** –

Most were not contacted due to holidays. Will have updates for the March meeting.

Choruses that are currently on the “At Risk” list are:

Almost Heaven  
Friendship VII  
Harmony Roses  
Ohio Heartland  
Spirit of Evansville  
Unbridled Harmony.

**REGIONAL CALENDAR 2020/2021**

February 20, 2021 Region 4 Fun Night with Tenacious – Virtual Event.

April 10, 2021 Regional Contest, Covington Ky - Virtual Event. Details to be shared.

June 2021 Leadership Training - Virtual Event currently with Marilyn Cox as guest faculty.

**OLD BUSINESS/REMINDERS**

Website/Emails – If you are sending out anything via the RMT email or responding please make sure you are including your name so all will know who it is coming from.

**Next Meeting**

Zoom meeting – TBD.

**Accountability:** Sue Pelley (TC)