

Minutes for the CMS Mid-Atlantic Annual Business Meeting
March 23, 2019

Present: Eric Crawford, Vicki Curry, Tomoko Deguchi, Christopher Dillon, Andrew Hannon, Deborah Kiszely-Papp, Anne Neikirk, Jennifer Snodgrass, Jack Turner, and Aaron Ziegel.

The meeting was called to order at 9 AM by President Tomoko Deguchi (TD). After introductions, the following agenda items were discussed in order:

- Review of By-laws and Officer Responsibilities:
TD confirmed the responsibilities of the Secretary Treasurer, and the President-elect. TD noted that a vacancy remained for Student representative— Jennifer Snodgrass (JS) confirmed that the President can appoint a replacement.
With Jack Turner’s input (JT), it was concluded that an official vote would need to be taken to adopt the updated version of the Bylaws (2017), and any additional changes decided by the board in today’s meeting.
- Offering and administration of student and professional composition awards:
Anne Neikirk (AN) recalled from her experience that a selection committee of composers was appointed, and a call issued for works including a list of available personnel at the host institution. The selection committee would choose the most deserving works. For large ensemble works, the ensemble directors would choose from the vetted works. The outstanding student composition award would continue to come with cash prize for the best work performed at the conference. For the professional level composition award, the honor of being chosen would be sufficient, but the award could be given for a deserving piece that could not be performed.

Best paper award:

After much discussion, it was decided that a professional level award for best conference paper would be very cumbersome to administer, so it was decided to continue offering the award at the student level, but not at the professional level.

- Poster size:
Eric Crawford (EC) raised the issue of poster size for poster sessions. It was decided that the size of the poster could be specified in the acceptance letters.
- Travel Grants:
TD proposed that student travel funds remain available as before.
- Presidential travel:
TD requested travel funds to attend the National Conference. Moving forward, the President would request funds from remaining post-conference budget to travel to national conference, up to \$750.

Tomoko Deguchi will send out the revised bylaws for approval.

- Board member vacancies:

Because member at large is an appointed position, the President will fill both vacancies by appointment. One vacancy would be filled by Eric Crawford through 2020. In addition, the President would have a nominating committee seek nominations for the Music Theory vacancy and the Performance vacancy. The current board member for each area should select the nominating committee chair. Aaron Ziegel (AZ) suggested a self-nomination process, and AN confirmed that had been the process in the past. TD to update language in by-laws. Taking into account the possibility of self-nominations, the duties of the nominating committee would include: composing the call for nominations, vetting the candidates, and actively seeking candidates in the event of no nominations. Deadline for materials April 30, May 6. Anne Neikirk volunteered to chair the nominating committee, joined by Aaron Ziegel.

- Host institution for 2020 conference. Vicki Curry had already started work on 2020 at James Madison University, but with a new director coming on in August, confirmation would be too late. A joint conference with the Society for Music Theory regional chapter would still be under consideration for 2021. AZ suggested Morgan State University as a possibility, and Andrew Hannon volunteered to ask at Appalachian State University.
- There was no new business. Meeting adjourned at 10:08 AM.

Respectfully submitted, Christopher Dillon, Secretary Treasurer.