

The Association for Technology in Music Instruction
Business Meeting
Saturday, November 11, 1995
Minutes

- 1) Approval of Minutes and Report on Proceedings Publication (Judith Bowman)
 - Minutes approved as published (M. Arenson)
 - J. Bowman presented status and options re: Proceedings publication; will contact those who submitted papers for publication to determine their feeling about publication. Executive board will determine a course of action.

- 2) Treasurer's Report (Timothy Kloth)
 - Membership dues covered all expenses
 - Ending figure to be updated in Newsletter
 - End of the year membership will be @ 250
 - Foreign membership declining; may want to address this later
 - Suggestion (F. Rees): explore the possibility of setting up an international arm of ATMI in foreign countries (Australia has a counterpart)
 - Changes to membership form: member to indicate whether he/she wishes to have label included when mailing list is sold & to have email address published.

- 3) Discussion of Subscription Cycle (Timothy Kloth)
 - Problem with timing of membership & choice of Directory
 - Pres. Webster appoints Timothy Kloth to determine the best way to resolve this and to inform the membership

- 4) Non-Profit Status (Timothy Kloth)
 - Changes to Bylaws required by IRS had to be made for non-profit status; were published in February 1995 Newsletter. ATMI is now officially non-profit.

- 5) Reports on the Newsletter and the Technology Directory (Peter Webster for Mark Lochstampfor and Barbara Murphy)
 - Newsletter: Mark Lochstampfor requests input on direction of the Newsletter; more IBM compatible coverage requested. Suggestions, to be passed on by Pres. Webster, included:
 - Omit bibliography index, can be found elsewhere (C. Boody);
 - Include software reviews (J. Schaffer); Pres. Webster suggested rotating team to review software;
 - Include table of up-to-date versions of software (D. Williams);
 - "Spotlight" on institution written by representatives of the institutions (T. Kolosick);
 - Publish the 3 papers on instruction (Bowman, McGee, Taylor/Deal) given at this conference (D. Williams);
 - Vignettes of presentation to be distributed over the year; a proceedings substitute;
 - Smaller articles (J. Schaffer);
 - Summary of listserv to stimulate participation in the listserv (T. Brimmer);
 - Put Abstracts on the Web.

- Directory will be out by December
- 6) Proposed Name Change for the Directory (Timothy Kloth)
- Before “The 1995-1996 Directory” goes to press the name will be changed to “The 1995 Directory” to tie into the membership cycle.
- 7) Program Chair’s Report (Frank Clark)
- F. Clark thanked the membership; suggested careful negotiation with CMS re: time frame to schedule most of the sessions on Friday & Saturday.
 - Discussion of importance of computer lab vis a vis expense & time for the Program Chair.
 - General approval of Lab
 - Many CMS members visit the lab, are on listserv; 13 joined ATMI because of information given by F. Clark
 - Suggestion to appoint 2 Program Chairs: to Program & to Lab.
 - Other Lab suggestions: reward system for bringing equipment; bring machine & set up; possibility of laptops; someone take this on for 2 years; 2 people on rotating basis, always one with experience
- 8) Program chair for ATMI Atlanta – requests for special topics for the Atlanta meeting
- Jack Taylor will be 1996 Program Chair
 - Paired Program Chair will be explored
- 9) Election Results
- Vice President: David Williams
 - Treasurer: Timothy Kloth
 - Secretary: Judith Bowman
 - Nominations
 - President: Peter Webster
 - Directory Editor: Barbara Murphy
 - Newsletter Editor: Mark Lochstampfer
 - Elections are held in early Fall, results announced at the annual conference. Newly elected officers take office the following January 1. (Suggested sequence of events: Call for Nominations in May Newsletter; nominations remain open till July 31; ballots sent out with August Newsletter, to be returned by September 30. Procedure for handling secret ballots by mail: statement at bottom of printed ballot “After voting, please fold the ballot, place it in the plain envelope, and seal. Place the plain envelope inside the addressed envelope and mail to: [name of person receiving ballots].” Alternate: 1995 election handled with postcards.)
- 10) ATMI Internet Presence (David Williams)
- D. Williams serving as consultant on Web to CMS; sense is to expand Web page, include ATMI
 - D. Williams will head a Steering Committee to include John Schaffer, Timothy Kloth, Timothy Kolosick to devise a scheme for the ATMI section
- 11) Information Brochure and Logo (Peter Webster)
- Pres. Webster will develop an informational brochure;

- M. Arenson will discuss logo with Michael Morgan, who has background in graphic design. Pass on samples to M. Arenson.
- Coordinate timing & design of brochure with Web page
- Include brochure in packet of other organizations to increase visibility of ATMI (J. Schaffer).
- Pres. Webster suggested offering consulting service through CMS; encourage people to join ATMI & listserv

12) Report on the Center for Professional Development in Music Technology (Gary Wittlich)

- Center for Professional Development a successful venture; 47 registrants, evening labs well attended. Considering other formats re: time, locations. Will be listed on the Web.

13) Old Business: none

14) New Business: none

15) Adjournment: 6:35