

# Sweet Adelines International Task Forces

## With Personnel and Mandate

September 26, 2018

### 75<sup>th</sup> Anniversary Task Force

Kim Elger-Griffin, Chair

Patty Cobb Baker

Peggy Gram, Liaison to History/Archival Task Force

Jocosa Bruce

Lea Rippetoe

Kristin Mally, Assistant Director of Events, Staff Liaison for the Task Force

Lauren Stark, Marketing & PR Manager, Staff Liaison for the Task Force

#### Mandate:

- Design marketing, theme, events, International Chorus trophy, commemorative sales items, etc. for the 75<sup>th</sup> Anniversary Develop a comprehensive plan to recognize and celebrate the 75<sup>th</sup> Sweet Adelines International Anniversary.
- Present timeline, proposed budget, and proposed theme, events, marketing, Intl. Chorus trophy, commemorative sales items, etc. for Board consideration and vote as needed.
- Work with the History and Archival Task Force (through liaison) on the 75<sup>th</sup> Anniversary Book

### Arranger Certification Program Task Force

Corinna Garriock, Chair

Kay Bromert

Mel Horgan

Suzy Lobaugh

Jeanne Elmuccio

Tracy Shoghi, Music Services Manager, Staff Liaison for the Task Force

#### Mandate:

- To develop the modules and tests for the Arranger Certification Program as outlined by the Arranger Education Task Force and as approved by the Board in March 2018, and to submit proposed materials to the Education Direction Committee by July 31, 2018. Available resources for modules include the *Arrangers' Guide*, music category – Music Judges, Copyright staff at International headquarters, Arrangement analysis by Certified and Master Music Arrangers, and regional personnel.
- To develop the “cohort” format (working with others) which will take effect once the applicant has successfully completed ACP modules 1-9. This section may be completed after the July 31, 2018 deadline mentioned above with another proposed date of completion, but consideration should be given to this area while the modules are being written.
- The task force is encouraged to engage others, who will serve at the task force’s direction and with the task force’s review, for the detailed work needed for this development.

Diversity Task Force

Thérèse Antonini, Chair

Becky Blakeslee

Helen Bolton

Valerie Clowes

Maria Christian

Sofia De Rama

Janice Dorris

Bridget Laurent

Yvonne Meyer

Faith Miller

Sybel Pici

Karri Quan

Emma Riley

Helen Shores

Peggy Sutton

Tammy Talbot, Chief Executive Officer, Staff Liaison for the Task Force

Mandate:

To develop a long-term strategy and short-term tools to support diverse and inclusive membership in Sweet Adelines International.

Objectives:

1. Provide Sweet Adeline Choruses and members with tools to understand diversity and inclusivity related issues.
  - a. Tools for self-assessment
  - b. Tools for group activities
  - c. Chorus tool kit (ideas for chorus culture development and outreach)
  - d. Timeline: six months to one year
2. Create a long-term strategy to promote diverse and inclusive membership in Sweet Adelines
  - a. Maturity assessment results
  - b. Long-term strategy to achieve desired state
  - c. Recommendations for volunteer member involvement
  - d. Timeline: three months to one year

History/Archival Task Force

Janie Macchiaroli, Chair

Sue Beck

Brandi Darrow

Elizabeth Davies

Peggy Gram, Liaison to 75<sup>th</sup> Anniversary Task Force

Beth Smith

Chris Temperante

Tamatha Goad, Sr. Director of Marketing & Communications, Staff Liaison for the Task Force

Joey Bertsch, Information Technology Manager, Staff Liaison for the Task Force

Mandate:

- Collect pictures, video and information for archival and use in the 75th anniversary book and beyond.
- Propose and provide ways to use, market, advertise with these pictures, information, etc. for the lead up to the 75th anniversary.
- Determine methods to store and be able to retrieve our history in pictures, video, documents, interviews, etc. for posterity
- Produce a 75th anniversary book - (could be additional methods of disseminating this information as well) - propose ways to organize it, collect pictures, information, etc. and provide to Headquarters staff on a timely basis for writing and production with publisher.
- Provide the timeline, task, methods, responsible parties, and budget for Board approval.

New Membership Options and Research Task Force

Leslie Galbreath, Chair

Debbie Baker

Susan DeBruler

Diane Dee

Cherron (Shotzi) Hoppes

Jill Archie, Executive Assistant, Staff Liaison for the Task Force

Mandate:

To develop and present to the International Board of Directors:

- An Affiliate Organization Partner Membership concept with costs, affiliate member benefits, etc.
- A Homeschool Membership concept and Homeschool Pilot program
- Research and recommend other possible membership options such as Corporate Membership, Senior or Senior Living Membership, University/College or Workplace Members.
- Research and create a list of deterrents to membership as well as developing approaches to address them.

Performance Ensemble at Large (PEAL)+ Membership Task Force

Raye Mahlberg, Chair

Lisa Greenough

Molly Huffman

Traci Martin

Kim Wonders

Valerie Renz, Assistant Director of Membership, Staff Liaison for the Task Force

Mandate:

- To research and flesh out the possibilities and feasibility of the proposed PEAL membership option
- To outline how it would work; how it would affect regions, judges, Judge Specialists, members (both participating and non-participating), etc.
- Describe performance opportunities and organizational monitoring needed/required
- Offer any other ideas that may work in tandem or separately for building membership and member buy-in

Regional Governance Pilot Program Task Force

Thérèse Antonini, Chair

Marilyn Cox

Nancy Field

Janell Mason, Corporate Secretary, Staff Liaison for the Task Force

Mandate:

- To build and provide a regional governance pilot based on the previous 2016 Regional Governance Proposal.
- To provide strategies and plans for the RLC to support those regions choosing to participate in the pilot program.
- To collect information and feedback to address concerns and challenges faced by participating regions during their participation in the pilot program; offer proposals to fine-tune the final proposal.
- To collect data and supporting information to the RLC and IBOD for the decision of if and when another vote on the Regional Governance Proposal should be pursued.

Song Writing Contest Judging Task Force

Sharon Babb, Chair

Lynda Keever

Jan Meyer

Staff Liaison for the Task Force – to be determined

Mandate:

1. Develop the judging criteria for each division of the contest (original contestable song and arrangement, original non-contestable song and arrangement, Melody and words, and perhaps an under 25 division as well).
2. Develop a judging sheet which has the basic criteria for judging shown. Further explanation can be provided.
3. Provide this information to the Implementation Task Force so that at least the judging sheet can be included in the contest information materials. - Due date Dec. 10th.
4. Develop your preferred method of receiving the song materials from Headquarters, who will collect submissions.
5. Judge the submissions per their category and choose the top 3 for each division - due date September 1st.
6. Other strong submissions should be kept on a list for possible purchase or development by the corporation at a future date.

Song Writing Contest Implementation Task Force

Debbie Curtis, Chair

Dr. Sondra Avant

Anita Barzilla

Laura DeGraw

Sue Pelley

Lauren Stark, Marketing & PR Manager, Staff Liaison for the Task Force

Mandate:

1. Working with Headquarters staff, pursue the legal wording and legalities needed to pursue this contest with our legal counsel of Sweet Adelines. This will not include your direct counsel with our legal counsel, but will require your direction and specifics that you would like for them to clarify and improve as needed. Included in this is the legality and recommendations concerning the area of Sweet Adelines “owning” the music submitted to us. The Board was only comfortable with this applying to those songs awarded a prize with others of strong possibility having the option to be purchased by SA. Seek legal input on the 5 year ownership concept for non-winners as recommended.
2. Create a new budget proposal with amounts and dispersal using the \$20,000 budget maximum approved by the IBOD. Top prizes for original contestable song and arrangement approved was \$2,500 (1st); \$1,000 (2nd); \$500 (3rd). Add that a person can only win one cash award.
3. Flesh out contest rules and requirements and Prepare final documentation for dispersal when contest opens - rules, awards, costs, etc.
4. Consider adding a youth (25 and under) division of the contest. Advise Board as to your recommendation and reasons.
5. Revise proposed marketing materials to reflect the direction of the Board and clear any/all marketing submissions through our Marketing Director, Tamatha Goad.
6. Communicate with the Judging Task Force assigned as they develop the score sheet and other judging material. (Names below)
7. Submit finalized proposal for implementation to the Board (send to Janell Mason for electronic distribution) for final approval - on or before December 10.