

Saturday, January 6, 2024

TEAM LEADER/ PRESIDENT MEETING



AGENDA

- 1) Welcome
- 2) Regional info
- 3) International info
- 4) Around the room
- 5) Next meeting

TRENDING

TOPICS



REGIONAL INFO

REGIONAL COMMUNICATIONS

Communications of interest since last meeting:

DATE	SUBJECT
Jan. 3rd	New guidelines for Sixteenth Notes Contributors
Jan. 1st	Sixteenth Notes January 2024
Dec. 28th	2024 Regional Convention eBlast #2 - Contest Entry Now Open
Dec. 15th	2024 Regional Convention eBlast #1
Dec. 2nd	Sixteenth Notes December 2023

COMMUNICATIONS – *Sixteenth Notes*

Starting February 2024 (submission deadline of January 27), please adhere to the following guidelines for your submissions:

- **Article Length:** Limit the number of words to **no more than 200**.
- **Pictures:** Restrict the **number of pictures to 3**. Occasionally, we may compile these images into a collage to suit the layout or enhance the overall visual appeal.

UPCOMING EVENTS: *Regional Convention*

- **Rooming Requirements:** February 1st, 2024
- **Competition Registration Deadline** (\$200 Entry Fee): February 6, 2024
- **Order of Appearance Draw:** February 12, 2024
- **Late Entry** (Additional \$100 late fee): February 21, 2024

UPCOMING EVENTS: *Quartet Zoom*

- **Date:** January 27th, 2023
- **Time:** 10:00 - 11:30 am
- **Zoom Join Link:** <https://us02web.zoom.us/j/8473056850?omn=84327339479>
- **Hosted By:** Susann McKinley, Regional Education Coordinator
- **Topic:** Structuring quartet rehearsals based on scoresheet comments

UPCOMING EVENTS: *Quartet Workshop*



Friday, May 31 to Saturday, June 1, 2024
@ Durham College, Oshawa

DEBBIE CLEVELAND

- 2-time Sweet Adeline Queen of Harmony
- Current Silver Medalist (*Dynasty* quartet)
- 2-Time NAFME Music Educator of the Year
- Sweet Adelines International faculty

UPCOMING EVENTS: *Fall Music School*



Friday, Sep 27 to Saturday, Sep 28, 2024
@ Global Ministries, Scarborough

KIM NEWCOMB

- Queen of Harmony (*The Ladies*)
- Rising Star Champ
- NewVoice Studio Learning Tracks
- Director and Educator

UPCOMING EVENTS – Website

Start date	Start time	Title	General Location	
Sat, Jan 6 2024	10:00am	R16 Team Leader/President Meeting	Zoom	Click image to go to website Events page
Sun, Jan 21 2024		R16 Director/Assistant Director meeting	Zoom	
Sun, Feb 18 2024		R16 Director/Assistant Director meeting	Zoom	
Sun, Mar 24 2024		R16 Director/Assistant Director meeting	Zoom	
Thu, Apr 4 2024 to Sun, Apr 7 2024		2024 Lake Ontario Region 16 Convention and Competition	St. Catharines, ON	
Fri, May 31 2024 to Sat, Jun 1 2024		Region 16 Quartet Workshop	oshawa, ON	
Thu, Jun 13 2024	6:00pm	Comedy Quartet (Eastside Harmony Chorus)	Royal Canadian Legion Branch 322 111 Hunt St, Ajax, ON L1S 1P3	
Thu, Jul 25 2024 to Sat, Jul 27 2024		Directors & Visual Leaders Seminar	Tulsa, Oklahoma	
Fri, Sep 27 2024 to Sat, Sep 28 2024		Region 16 Fall Music School	TBD	
Mon, Oct 28 2024 to Sat, Nov 2 2024		International Convention & Competition 2024	Kansas City, Missouri	
Thu, May 8 2025 to Sun, May 11 2025		2025 Lake Ontario Region 16 Convention and Competition	St. Catharines, ON	Send chorus events to Leila Brown at leilajbrown@gmail.com
Thu, Apr 30 2026 to Sun, May 3 2026		2026 Lake Ontario Region 16 Convention and Competition	TBA	

RMT – Membership Coordinator Needed

Job Description

Term: May 1, 2024 - April 30, 2026

Contact: Sue Melvin



FINANCIAL – *Regional Assessment*

PERIOD: May 1, 2023 - April 30, 2024

AMOUNT:

- Active members - \$75 CDN
- Youth Members (25 years & under) - \$15 CDN (80% discount)
- 50 Year Members - \$37.50 CDN (50% discount)

BASED ON: Your chorus SAI membership report as of December 31st, 2023. *Accuracy important.*

INVOICED: First week of January 2024

DUE DATE: **January 31, 2024 – Non-Refundable**




Click
image
to open.



REGION 16 ORGANIZATIONAL CHART









BOARD DIRECTORS

May 1, 2023 – April 30, 2025

 <p>Chair of the Board Suzanne Askin</p>	 <p>Vice Chair Sue Dubois</p>	 <p>Treasurer Susan Boissonneault</p>
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BOARD OFFICERS & REGIONAL MANAGEMENT TEAM

May 1, 2023 - April 30, 2024

POSITION	<i>Communications Coordinator</i>	<i>Directors' Coordinator</i>	<i>Marketing Coordinator</i>	<i>Education Coordinator</i>	<i>Team Coordinator</i>	<i>Finance Coordinator</i>	<i>Membership Coordinator</i>	<i>Events Coordinator</i>
NAME & EMAIL LINK	Jacqui Barron	Martha DeClerq	Vanessa Echlin	Susann McKinley	Sue Melvin	Colleen O'Dwyer	Christine Yorke	Kristin Ponte
PHOTO								
CONTACT ABOUT:	Sixteenth Notes, Regional Emails	Liaison for chapter musical directors	PR & Marketing assistance	Regional education events & resources.	Guidance to leaders, chorus questions, etc.	Finance questions, assessment, etc.	Growth and retention questions & resources	Registration and venues for regional events.
RESOURCE TEAM	Webmaster, Leila Brown	DCP & ACP Coordinator, Joan Borden	Social Media Specialist, Meaghan DeClerq	International Funding Coordinator, Diane Warner	Administrative Assistant, Suzanne Askin	RMT Associate, Selena Novak		Convention Chair, J.D. Crowe
			Marketing Support, Jennifer Febel	Quartet Coordinator, Nicole Wiczorek	Bylaws & Rules, Susan Boissonneault	Fundraising, Vacant		
				YWIH Coordinator, Alana Regular	Regional Awards, Diane Seaward			
				Education Faculty				

REGIONAL SUPPORT



Education – Musical & administrative training, coaching, Zoom visits/activities, etc.



Facilitation – Brainstorming, Core Values/Mission/Vision, goal setting, etc.)



Financial – Internationally-funded visits, advice on budgeting, e-banking, questions, concerns



Membership – Growth & retention assistance/ideas



Problem-solving – Questions, issues or just to chat!



Resources – Musical and administrative materials



Technical Support – Zoom or other (Contact [Sue](#) or [Christine](#))



Marketing – PR and Social Media consultation and design support

PAST TL/PREZ MEETINGS NOTES

- November 19, 2023
- September 17, 2023
- June 11, 2023
- March 18, 2023
- January 15, 2023





Sweet Adelines
INTERNATIONAL

INTERNATIONAL INFO

INTERNATIONAL UPDATE

SWEET ADELINES INTERNATIONAL
INTERNATIONAL BOARD OF DIRECTORS
303RD (MIDYEAR) MEETING

INTERNATIONAL UPDATE

Prior to the October 28-29, 2023 meeting of the International Board of Directors, in Louisville, Kentucky, USA, the Board and senior staff participated in a day and a half, facilitator led, strategic visioning session. The results of the session will be developed by staff into an operational action plan, which will be reviewed by the Board at their March 2024 meeting.

Following is a summary of the actions taken during the October 28-29, 2023 meeting of the International Board of Directors.

The charter and chapter membership for the following chapter was authorized:

- Coachella Acapella Chapter, Region 21, Palm Springs, California, USA

The Board reviewed reports of International committees (*a list of committees with personnel is available on the website: **About** tab, **Our Board** dropdown – near the bottom of the page.*)

The Board learned that to date 3,384 songs had been submitted via the Song Assessment Tool with the following results:

Total submissions = 3,384
Admissible = 2,794
Admissible with note = 305
Admissible with caution = 131
Admissible with lyrics change = 82
Inadmissible = 50
In queue to be reviewed = 22

The Board reviewed reports of Headquarters departments including the organization's current financial status. (*Copies of the annual audit reports with financial statements can be found on the website **Operations** tab, **Financials** dropdown.*)

The Board reviewed the organization's current financial status and the report of the annual independent audit by Hogan Taylor, CPAs. The auditor's report included that the SA financial statements "present fairly, in all material respects, the financial position of the organization as of April 30, 2023 and 2022, and the changes in its net assets and its cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America." (*Copies of the yearly audit reports with financial statements can be found on the website **Operations** tab, **Financials** dropdown.*)

The Board reviewed the status of registration numbers, hotel contracts, etc. for the International Convention in Louisville, KY, USA in October/November 2023. The Board learned that attendance for the Louisville Convention exceeded that of the 2022 International Convention in Phoenix.

The Board learned that the Ignite the Sound Membership Growth Initiative Volume 2 had resulted in 489 members as of September 29, 2023. Feedback regarding the "Meet the President" online sessions for those new members was positive. Ignite the Sound Volume 2 will offer resources for quartets, choruses and regions, such as social media strategy, participating in your local community, how to recruit alumni, and more. As with Ignite the Sound Volume 1, quartets and choruses may participate in micro contests throughout the year.

INTERNATIONAL UPDATE
303RD (Midyear) Meeting of the International Board of Directors
October 2023

Page 2

The Board learned of a collaboration between the Membership Retention Committee and Regional Leadership Committee to provide training, information and networking for Regional Membership Coordinators to assist their chapters in retaining members and maintaining a healthy and happy culture.

The Board learned that the Education Direction Committee had formed a new Youth Outreach Program Task Force to research and recommend a revised youth outreach tool.

The Board learned of staff achievements in moving the organizational mission and vision forward in the areas of membership, finance, philanthropy, International convention & competition, education and marketing. The Board also learned of initiatives developed, deployed or concluded by staff from the Strategic Business Action Plan.

The Board learned of a successful visit by the International President, LoveNotes Quartet, and other representatives to Sweet Adelines choruses and prospective Choruses in Tokyo, Japan. The visits were both educational and developmental, and further supported the efforts to grow the Sweet Adelines presence in Japan.

The Board received education on philanthropy, the reasons donors make charitable gifts, strategies employed to promote giving to support the education programs aligned with donor personal interests, the history of contributions to SA 2017 to present, and the funds to which contributions can be made. Funds are used to support scholarships, grants, and other educational programs geared toward youth, general member education, a new online learning platform, chorus director, judge and arranger training, and more.

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launch document

INTERNATIONAL COMMUNICATIONS

DATE	SUBJECT
Jan. 4th	<u>Ready. Set. Recruit!</u>
Dec. 18th	<u>December issue of the Overtone Visionaries Report is here!</u>
Dec. 14th	<u>At Directors Seminar, possibilities are infinite</u>
Dec. 11th	<u>2025 & 2026 International Convention Announcement</u>
Dec. 8th	<u>We've Got THE WINNERS!</u>
Dec. 1st	<u>The Quarter Note has arrived!</u>
Nov. 30th	<u>Kansas City...HERE WE COME!</u>

DIRECTORS & VISUAL LEADERS



Directors of Small and Mid-Sized Choruses are eligible to receive a scholarship covering their registration, room and board.

Apply Now!

Click image for application

Application Procedure: Submit complete scholarship application packet in PDF format. Ensure submission includes all required supplemental materials. Submissions are accepted by email to scholarships@sweetadelines.com no later than January 25,

July 25-27, 2024

Tulsa, Oklahoma



UPCOMING ADMINISTRATIVE TASKS

Event/Activity	<i>Chapter Guide</i> Section
January	
Select qualified chapter members as potential nominee(s) to International Board of Directors for following fiscal year	
Plan and prepare publicity for regional competition	VII
Hold chapter long-range planning meeting	IV, D-1
Meet deadlines for regional competition	
Appoint nominating committee 30 days prior to chapter elections	II, 8-1

Event/Activity	<i>Chapter Guide</i> Section
February	
Collect per capita fee, if not done throughout the year	V, E-17
Meet deadlines for regional competition	
Verify that all members planning to compete in regional quartet and chorus competitions have met eligibility requirements	
Submit regional chorus and quartet competition entry forms to international headquarters	
Publicize regional competition/convention	VII
Select delegate to Regional Annual Membership meeting, if applicable	X, J-3

[Click here to download Chapter Guide](#)

AROUND THE ROOM



Share one of each:

- 1 success
- 1 challenge

NEXT MEETING

SATURDAY, MARCH 9th, 2024

10 – 11:30 am

Zoom Join Link:

<https://us02web.zoom.us/j/8473056850?omn=88466692941>

**Region 16
would not be
what we are
without YOU!**

