

Handbell Musicians of America, Area 4
Board Conference Call
September 29, 2017

Meeting called to order by Marie Loeffler, Chair at 10:00 am.

The following Board members were present for the call: Marie Loeffler (Chair), Alan Lohr (Chair-Elect), Roxanne Golden (Past Chair), Heather Ellison (Secretary), William J. Murphy (Treasurer), Rhonda Freeman (GA Chair), Lynne Homan (FL Chair), Marcia Brantley (Education Chair), Jeremy Rush (Communications Chair), and Sally Traylor (Membership Chair). Steve Coldiron (Chair-Elect, 2017-2019) and Jill Jeffers (Secretary, 2017-2019) were also on the call.

Board members not in attendance: Donna Bradham (Archivist). The position of South Carolina State Chair is currently vacant.

I. Welcome

- A. Telecall procedures and recording – No Objections to recording the call, *6 is to Mute Your line
- B. Verify Quorum – 9 Members Present, 2 Members Absent at the Beginning of Call (Rhonda Freeman joined the call just prior to her report.
- C. Introductions

II. Additions/Corrections to Agenda

- A. Move Sally's Report Up in the Order of Reports
- B. Discuss Chime Resources List Under Old Business

III. Approval of Minutes from May 5, 2017 Conference Call

Motion to Approve Minutes – Sally Traylor, Second – Marcia Brantley

All in favor. No opposed

Minutes approved

IV. End of Year Report – Membership Chair (Sally Traylor) – See Page 8

- A. The Virgin Islands and Bahama Members are not showing up in our Area 4 Report. Trevor Bethel (Bahama) and member from the Virgin Islands that Marie Loeffler met at National Seminar.
- B. This is the first net gain of membership Area 4 has seen since 2015.
- C. Marie Loeffler and Sally Traylor are continuing to work on the Membership Brochure.
Alan Lohr asked what the purpose is for the brochure. The purpose of the brochure is to be able to have information about the guild available to hand out at events. Currently, National does not have membership brochure, they just have a membership application.

V. Old Business

- A. Chime Resources List – Loeffler thanks Brantley for her hard work and organizing the materials in a clear manner. Jill Jeffers mentioned “BellTrax” is out of print.
- B. Rules of Procedures
Heather Ellison Motion to approving current presentation of Rules of Procedures know that Archivist and Communications Chair. Jeremy Seconds the Motion
Alan Lohr clarify that they can be approved at any time by a vote from the current board.
Heather will clean- up cross outs

VI. End of Year Reports

- A. Chair (Marie Loeffler) – See Page 5
 - 1) Completed the list of Area 4 Composers/Arrangers/Groups this week and sent it to Jeremy Rush for the website.
 - 2) Endorsed Event reports still have liability insurance language on it.
 - 3) Back to Bells – If it is continued by National in 2018, it is best to schedule Back to Bells in areas that are not already hosting handbell events throughout the year. (Find the 2017 Back to Bells List after page 11)
 - 4) Clean out Handbellmusicians.org email accounts by September 30th if you are rolling out of your position.
- B. Chair-Elect (Alan Lohr)
 - 1) Observe and Learn position
 - 2) National Leadership Participation Events
 - 3) Would like to see the Chair-Elect Position become more active.
- C. Past Chair (Roxanne Golden)
 - 1) Last fall, Golden Bells teamed up with Jane Kimbrel for an event. This educational event will be a bi-annual event to take place in 2018 and 2020.
 - 2) Is there a way as Area 4 to reach out to our ringers in the Islands and see what they need? Marie Loeffler has reached out to members in writing. She has not heard anything from them. Alan suggest waiting for a few months when they have been able to evaluate their needs. The 10th Anniversary of Florida Festival will be collecting items for hurricane victims.
- D. Secretary (Heather Ellison)
 - 1) Secretary Documents from her term as secretary may be accessed on dropbox.com
Login – secretary.area4@handbellmusicians.org
Password – handbell
 - 2) This is Heather Ellison’s final meeting on the Board. She has served as Area 4 Secretary from 2013-2017.
 - 3) After tomorrow, if you have questions, please email me at my personal email heather_vandervoort@hotmail.com or my work email heathere@peachtreepres.org.

E. Treasurer (William Murphy)

1) Checking account balance October 1, 2016	\$37,691.52
Checking account balance September 29, 2017	\$42,584.12
Checking Account Difference (Positive)	\$4,892.60
Savings account balance September 29, 2017	\$18,085.95

- 2) Marie encourages us to spend some of this money to serve our membership. Scholarships, additional chime sets, etc.

F. Florida State Chair (Lynne Homan) – See Page 7

Check Request forms. Lynne Homan has provided great input and suggestions for the Check Request Forms. She has suggested adding account numbers. These numbers need to be coordinated with QuickBooks.

G. Georgia State Chair (Rhonda Freeman)
Just Joined the Call

- 1) After Spring Ring in March 2018, Ann Mayes Stoskopf will take on the role of State of Georgia Chair. She is already working on 2019 Spring Ring.
- 2) 2018 Spring Ring will be hosted at John's Creek United Methodist Church. Phyllis Kirk will be the clinician. Jeremy Rush will perform a short organ recital followed by a full concert by the Presbyterian College Handbell Choir.

H. Education Chair (Marcia Brantley) – See Page 9

- 1) All three sets are in use. 2 in Florida and 1 in SC
- 2) Marcia Brantley is revising info for 2018-2019. The applications will be available in January. Brantley would like a generic Chime Loan Program Information on the website year-round and have yearly applications.
- 3) Chimeworks (Chimeworks.com) offered a free year subscription to the Chime Loan recipients.
- 4) Chime Loan Recipients have been given a yearlong membership to Handbell Musicians of America
- 5) Advertise our Chime Loan Program in the Music Educator Convention brochures. Should we purchase advertising space to promote in SC, FL, GA brochures? Marcia Brantley will research further as to cost and time frame. In addition at MEC, ask Malmark to have our Chime Loan Information on its table in the vendor area.

I. Communications Chair (Jeremy Rush) – See Page 11

- 1) Marie has been faithful in collecting information for E-blasts.
- 2) Jeremy Rush encourages submissions of photos for the website and social media.
- 3) Rhonda – Would like to use Facebook to canvas to all the churches in the area for the Spring Ring. Jeremy will work with Rhonda.
- 4) Jeremy sending link to board for updates to the Board Contact list.

J. Archivist (Donna Bradham)

No report; Marie will contact her in person this coming week

VI. Looking Ahead (Alan Lohr)

- A. Thank you to the current board members for your hard work. As we work together, we will continue to develop. New board members for 2017-2019 will be Steve Coldiron, Chair-Elect; Jill Jeffers, Secretary, and Pam Spirco, State of South Carolina Chair.
- B. Alan Lohr would like to schedule a face-to-face board meeting. He would like to hold the meeting in either the Atlanta or Orlando area. Please check your calendars for the weekend of January 12-13th to see if you are available to meet.
- C. November 3 & 4, 2017 is the next Area Leadership Meeting in Cincinnati, Ohio. Each Area is able to send up to 4 Members. The deadline for hotel reservations is October 12th for hotel reservations. Let Alan Lohr know if you are interested in attending. The topic of the meeting has not been shared to date.
- D. Please share your ideas for the Area in the next two years. Imagine being in the perfect world and send these ideas to Alan Lohr.

Respectfully Submitted,

Heather Ellison

Secretary, Area 4, Handbell Musicians of America

Handbell Musicians of America, Area 4
Board of Directors Conference Call
September 29, 2017

Report of the Chair

It has been a privilege to serve as Chair for the past two years. We made good progress in reaching ringers of all skill levels. We increased the number and variety of our events and increased communication with our members. The increased conversations are resulting in successful collaborations and mentoring partnerships. Our momentum is strong thanks to the hard work of this current board. Thank you for your dedication and focus.

Sponsored and Endorsed Events

In 2015-16, there were 4 Sponsored Events and 7 Endorsed Events.

Details are in the Chair's Report dated September 30, 2016.

In 2016-2017, there were 3 Sponsored Events and 5 Endorsed Events held.

Sponsored:

March 3-4, 2017 – Georgia Handbell Festival 2017 – Atlanta, GA

March 10-11, 2017 – Florida State Handbell Festival, North – Jacksonville, FL

March 17-18, 2017 – Florida State Handbell Festival South – Sun City Center, FL

Endorsed:

October 8, 2016 – Bells for Beginners...and those ready to ring again – Sun City Center, FL

October 29, 2016 – Central Florida Ringers Workshop (Magic of Bronze – Orlando, FL

~~November 4-6, 2016 – Youth Handbell Festival at New Ebenezer, New Rinecon, Ga (cancelled)~~

February 3-4, 2017 – Lowcountry Handbell Workshop (Palmetto Bronze) – Charleston, SC

March 17-18, 2017 – Florida State Handbell Festival, South – Sun City Center, FL

August 26, 2017 – Learn It! Ring It! – Orange City, FL

I attended the Endorsed and Sponsored Events where many added their names to our email mailing list, are getting involved in events, and are considering hosting future events.

Upcoming for 2017-2018, there are 3 Sponsored Events and 2 Endorsed Events scheduled to date.

Sponsored

February 23-24, 2018 – Florida Festival North – Gainesville, FL

March 2-3, 2018 – Florida Festival South – North Palm Beach, FL

March 9-10, 2018 – Georgia Spring Ring – Johns Creek, GA

Endorsed Event –

October 7, 2017- Central Florida Ringers Workshop (Magic of Bronze) – Clermont, FL

March 2-3, 2018 – Lowcountry Handbell Workshop (Palmetto Bronze) – N.Charleston, SC

Back to Bells

There were many members who stepped up to host a Back to Bells workshop in both 2016 and 2017.

We had 5 locations last year and 10 locations this year with at least 2 workshops in each state.

Unfortunately two of the Florida locations were cancelled due to Hurricane Irma and two were rescheduled.

A complete list of 2017 locations is attached to this report. [See page 12 of Minutes]

Area Leadership Meetings

The Fall meeting was held November 4-5, 2016 in Cincinnati. The report on that meeting is included in January 2017 meeting minutes.

The Spring Meeting was held preceding National Seminar on Tuesday, July 11, 2017. This meeting included a brainstorming session with the National Board focused on increasing membership, creative ways to find those willing to serve on area boards, and increasing income. Based on the conversations at this meeting, we are doing well in these areas. Connections made with other Area Board Members was extremely valuable as we continue the conversations, encourage each other, and share ideas.

National Seminar

National Seminar was held July 11 – 15 in Anaheim, CA. Area 4 was well represented by 28 members. There were adults and teens from Florida, Georgia, South Carolina, Puerto Rico and the Virgin Islands and we had solid representation in the HIC exhibits. Area 4 continues to increase its positive image on the National stage. People are noticing a positive change. I made numerous connections with people from around the country and am continuing those conversations in the hopes of bringing even more diverse events to Area 4 in the future.

Accomplishments during the 2015-2017 Term

Reinstated position of Education Chair with oversight of Chime Loan Program

Established Ring of Fame Awards to be presented every two years

Held two in-person Board Meetings

Purchased Directors and Officers Insurance

Created and approved budget for 2016-2017

Improved recording of expenditures to insure accuracy and accountability

Yearly filing of IRS form 990 by a CPA for more accuracy and accountability

Updated Rules of Procedure with input from all Board Members

Board elections completed in June – the earliest date in many years

Unfinished Business

Establish more consistent and cohesive financial reporting to Board

Establish more robust communications with members

Stronger organization of area historical photographs and records for easier access and displays

Develop membership brochure (Sally and I will work on this)

Thank you again to this strong Board of Directors for all your hard work on behalf of Area 4 during this two years, we are stronger than we started and we are on solid footing moving forward.

Respectfully submitted,

Marie

Marie M. Loeffler
2015-2017 Chair, Area 4
Handbell Musicians of America

Handbell Musicians of America Area 4 Board Meeting September 29, 2017

Since our last meeting in May 2017 we have finalized our 10th Annual Florida State Festival 2018. Michael Helman has been commissioned to arrange/compose a piece of music to celebrate our 10th Florida State Festival and in honor of Valerie Stephenson for her dedication to Area 4 and especially for her past work as Florida State Chair. For the second year in a row we are hosting our festival in two different locations so that we can reach the members of our very long state. This year the event will be held at Trinity UMC in Gainesville, FL on Feb.23-24 2018 and at First Presbyterian Church in North Palm Beach on March 2-3, 2018. Dave Harris will be our conductor.

By hosting two state festivals this past year we increased our attendance by 100 ringers and had many first timers. We also have had the opportunity to offer a course for National Handbell Certification and hope to continue to do this at our events. An opportunity for those who want to ring at an advance level has been offered for the past three years at the state festival. Track classes have been offered to hone on a handbell skill. Example: bell-trees, ensemble ringing.

Sight-reading events were held in 4 locations one year and held a Directors Seminar the following year in October. Florida also had volunteer clinicians and locations host the National event, Back to Bells. Our Pensacola location had the most attendance than any location!

Florida has always had District Leaders but the past two years we have come together on a Saturday each Spring to plan events for Florida. I would say that the success of these events is due to our active District Leaders. We have a great team of leaders who make decisions and take part in ownership of our Florida events. Our events have proved to be very successful and we have been able to help the financial integrity of Area 4. The goal has always been to educate and reach ringers of all ages. We have had middle school groups join the adults at our festivals even when we don't have a separate event for them.

Ideas for our future:

Promote more membership in Handbell Musicians of America by offering events that are open to non-members at a minimal cost.

Events need to meet the needs throughout the state of all ages, with special emphasis on children and youth. Getting this age group involved and learn to love ringing as we do will enable us to hear bells being rung for years to come.

Streamline the credit card/check request forms

Use of the computer (Area 4 webpage) and social media (Facebook) to help keep things in front of ringer's other than just once a year for registering for an event.

Help with getting photos and possibly live stream during an event on Facebook.

Submitted by Lynne Homan, Fl Chair

Membership Chair Report

Area 4 Membership Chair Report for September 29, 2017 Board Meeting -

As of September 28, 2017, Area 4 had a membership distribution as follows:

Florida memberships – 205 (+11 members since last report)

Georgia memberships – 91 (-2)

South Carolina membership – 51 (-4)

Island memberships –4 (Puerto Rico) (+2)

Total memberships – 351 (Net gain of 7 members since last report on 1/11/17)

Notes -

An ongoing goal is to create a membership brochure for Area 4 of Handbell Musicians of America. Marie Loeffler has agreed to assist with this project. We hope to have more to share in the near future.

Our four Island members are from Caguas and Rio Piedras , Puerto Rico, which was recently devastated by two category 5 hurricanes, Irma and Maria.. Our thoughts and prayers go out to these four members as well as all citizens of Puerto Rico.

Submitted by Sally Traylor, Area 4 Membership Chair – 9/29/17

Education Chair Report

Final Education Report for 2017

By Marcia Brantley, Area 4 Education Chair

As I finish up my first year as Education Chair, I am excited to say that the Area 4 Chime Loan Program has been reinstated and we now have all three sets of Area 4 chimes being used in Elementary schools in Florida and South Carolina: Scott Beck, Paula Summers and Erin Bromley. Four Resources were ordered from Jeffers Handbell Supply and were shipped to the recipients to be used during their school year and returned to Area 4 when their year is over.

Information and Application along with a cover sheet have been revised and are now up and running on the Area 4 website. Applications for 2018-2019 will be available online in late January 2018. I have also revised the Chime Resource sheet and will send that to Jeremy to add to the website.

Our state liaisons for the Chime Loan Program are: Georgia - Gayle Oliver and Florida - Megan Szkarlat. I will take care of the SC Chimes. The liaisons are responsible for delivering and picking up the Area 4 chimes from the recipients. They will also help review the applications and determine the 2018-2019 Chime recipients.

The SC chimes were successfully sent to Malmark by Alan Lohr to be refurbished and then shipped to me to distribute.

The Chime Loan program was advertised at the Lowcountry Handbell Festival, the GA Spring Ring and at the Florida State Festivals.

I taught a chimes unit to all the 4th graders in one of our local elementary schools here in Summerville. We had a great time and the kids were so engaged with learning how to ring chimes and learning how to read music! The kids presented their chime ringing at a PTA program on April 4. I hope that this will spark a desire for the school to purchase chimes for the music classes – The chimes that they are using belong to our school district and as long as this teacher has them in her classroom, no other teachers have access to chimes! The teacher and I hope to start an afterschool chime program in the near future.

Rhonda Freeman and I traveled to Tritt Elementary School in Marietta, GA on April 28 to participate in an Arts in Education Day introducing chimes to lots and lots of children in grades 2-5. This was a great experience and the kids really seemed to enjoy learning to play the chimes. We have been invited to return for Arts in Education Day on May 4, 2018.

While I was at the HMA National Seminar in Anaheim in July, I attended a session on a new program called *Chimeworks*, developed by Kathy Ebling Shaw and supported by Malmark. This is an internet based resource that teachers can go to for instructions on how to ring chimes, lesson plans that meet the National Standards and many other wonderful features including a catalogue of Level 1 – 2 pieces that would work for chimes and are alphabetized and catalogued by sacred and secular. *Chimeworks* offered our 2017 chime loan recipients a year's membership for free. This program can offer great help to all music teachers and I highly recommend it for anyone who teaches chimes – church or school.

I am currently working on getting the Chime Loan application and information/instruction sheet ready for posting on our website. I would like to recommend that the Information/Instruction sheet remain on the website all year long.

On another note, Palmetto Bronze, my community handbell ensemble, was ready to apply to present Handbell/chime sessions at the South Carolina Music Educator's Convention, however, the deadline had been moved up from September to June!! We will apply for 2019. I have inquired about putting an ad for the Chime Loan program in their program brochure. Would we want to consider putting an ad in all three (GA, FLA and SC) music education seminar brochures? I have the pricing info for SC.

Handbell/Handchime Education is my passion and I am very pleased with the work that has been accomplished during this first year as Education Chair and plan to keep things going and on track for the 2017-2018! I hope that so many applications come in this year that we will see the need to add more sets of chimes to our Chime Loan resources!

Communications Chair Report

- Monthly e-newsletters remain a helpful tool in circulating news about events within the area. I just discovered in the past month that we are not required to use the national system. Recommend discussing the potential for using our own system in the coming year to have more flexibility in scheduling and design of e-news communication.
- Website is regularly updated with information received from the chair.
- Members are making much more use of the area-wide event calendar than in the past. Event submission is now possible using an online form.
- Alternate website structures are being looked into for 2018 to allow more functionality.
- We've received several requests to advertise in our e-blasts/newsletters. This item remains unresolved from the January 2016 meeting. Recommend making decisions to ensure this revenue opportunity is not missed going forward.
- Social media platforms remain underutilized due to lack of submitted content, but the Facebook page is utilized when information is received. Receiving photos/videos from sponsored and/or endorsed events for use in publicity continues to be a challenge.
- Recommend revisiting our policies on what can/cannot be published on our event calendar & social media going forward.

Respectfully submitted,
Jeremy Rush
9/29/2017

Handbell Musicians of America, Area 4

2017 Back to Bells Locations

Handbell Musicians of America is offering FREE workshops across the country to help get handbells out of the closet, restart programs, or start a brand new program

For more details: HandbellMusicians.org/backtobells

SEPTEMBER 2017

South Carolina

~~Saturday, September 9, 2017—Irmo~~

Rescheduled to October 7 due to Hurricane Irma

Florida

~~Saturday, September 16, 2017—Sarasota~~

Cancelled due to Hurricane and no registrations

~~Saturday, September 23, 2017—Lutz~~

Rescheduled to October 7

Georgia

Saturday, September 30, 2017

Time: 9:30am - 3:00pm

Instructors: Richard Moore and Ann Stoskopf

Location:

St. Edward's Episcopal Church
737 Moon Road, Lawrenceville, GA 30045

Contact:

Richard Moore
stedsmusic@gmail.com

OCTOBER 2017

Georgia

Saturday, October 7, 2017

Time: 10:00am - 2:00pm

Instructors: Michael Ervin and Marilyn Humphreys

Location:

St. James United Methodist Church
4400 Peachtree Dunwoody Rd NE
Atlanta, GA 300342

(We suggest parking in the Parking area off of Loridan Dr NE)

Contact:

Michael Ervin
mervin@stjamesatlanta.org

OCTOBER 2017 (continued)

Florida

Saturday, October 7, 2017

Time: 9:00am - noon

Instructors: Jeff Jordan and Nancy Harris

Location:

Sun City Center United Methodist Church

1210 Del Webb Blvd. W - Sun City Center, FL 33573

Contact:

Jeff Jordan

jeff@sccumc.com

Florida

Saturday, October 7, 2017

Rescheduled from Sept 23

Time: 10:00am - 3:00pm

Instructors: Vicki Apple and Marie Loeffler

Location:

First UMC of Lutz

960 W Lutz Lake Fern Rd., Lutz, FL 33548

Contact:

Vicki Apple

vicki@fantasticfirst.org

South Carolina

Saturday, October 7, 2017

Rescheduled from Sept 9

Time: 9:30am - 1:00pm

Instructor: Betty Myers

Location:

Jeffers Handbell Supply

455 Western Lane - Irmo, SC 29063

Contact:

Betty Myers

bettymlovesmusic@gmail.com

includes a reading session of Level 1 and 2 music

OCTOBER 2017 (continued)

Florida

~~Saturday, October 7, 2017~~
~~West Palm Beach~~

Cancelled due to hurricane damage

Saturday, October 14, 2017

Time: 9:00am - 2:00 pm

Instructors: Jill Coffey

Location:

Faith Lutheran Church

705 E. Leeland Heights Blvd - Lehigh Acres, FL 33936

Contact:

Jill Coffey

jill.faithlutheranmusic@gmail.com

South Carolina

Saturday, October 21, 2017

Time: 9:00am - 1:00pm

Instructors: Pam Spirko

Location:

Lutheran Church of Our Savior

2600 Wade Hampton Blvd., Greenville, SC 29615

Contact:

Pam Spirko

pam.spirko@gmail.com

CANCELLED WORKSHOPS

Florida

Saturday, September 16, 2017

Hurricane Irma and no registrations

Time: 9:30am - 3:00 pm

Instructors: Rick Holdsworth and Jeanne Jessup

Pine Shores Presbyterian Church

6542 Beechwood Ave, Sarasota, FL 34231

Contact:

Robin Reich - relaxedrobin@gmail.com

Florida

Saturday, October 7, 2017

Hurricane damage to facility

Time: 9:30am - 3:30 pm

Instructors: Anitra Kraus and Marie Loeffler

Haverhill Baptist Church

671 Haverhill Road N - West Palm Beach, FL 33415

Contact:

Anitra Kraus - akraushouse@gmail.com