ATMI Business Meeting Minutes
Friday, October 23, 2009; 5:00 – 6:00 pm
Portland, Oregon

1. **Welcome**
   a. Scott Lipscomb, outgoing ATMI President, thanked the membership for a wonderful experience as President. He is excited to share the election results. Happy to pass the torch on after 8 years now and looks forward to being an active member of the association for which he has a passion.

2. **Minutes from the 2008 Meeting**
Pres. Lipscomb asked the membership to vote on the minutes based on a vote of faith since it is seven pages in length. Please contact Sue Piagentini or Scott directly if you notice any errors.
   Approval of minutes from 2008 meeting
      a. 7-page handout provided
      b. Motion – Mark Lochstamphor; Second, Jay Dorfman
      c. Motion unanimously passed

3. **Conference program report**
   a. Thanks on behalf of the entire organization go to Cynthia Gonzales, program chair. The program committee[1] was thanked as well. Thanks to Sue Piagentini who is standing in as Secretary for Cynthia McGregor who is home with her new baby.
   b. Cynthia Gonzales presented a report on this year's conference. She reiterated her thanks to the program committee who served as advisors and guided her through the process. Committee thanks Scott Lipscomb for his encouraging guidance along the way.
   c. Words of appreciation to SoundTree for the lab and their ongoing support. Thanks to all who served as session chairs. Cynthia has been so impressed by the sessions that ran on time consistently, which is also a product of the individual presenters. Success of the conference is very much in their hands.
   d. Statistics – 72 proposals – resulted in 38 presentations, demonstrations, sessions and performances and poster sessions. In addition there were three special sessions sponsored by Sound Tree.
   e. Distribution of topics provided a wide variety that was encouraging. The two wonderful performances added to the offerings. Cynthia hopes we can grow in this area.
   f. Calendar: Next year's conference is scheduled for September 23-26. Please consider the Pre-conference Technology Workshop on September 22. Pre-conference has been successful largely due to the leadership of David Williams; Peter Webster will be stepping in as Chair of the CMS Technology Committee beginning in January. It is a partnership between ATMI and CMS and has been a wonderful addition.
   g. **Future conference:** Steve Kreinberg 2010 chair, spoke to the membership. He will be the program chair for Minneapolis. Thanks in advance for taking on that responsibility. Cynthia Gonzales, as the past chair, will serve on the program

committee. We have developed an 'initiation process' that provides mentoring for the program chair and thinks forward to developing a few years in advance.

    i. Compression of the calendar has resulted in working in tandem with CMS. Suggests that we work with Adobe Acrobat forms to create a form for proposals. Steve asked for volunteers to try out the form in the coming weeks in advance of the actual submission process.

    ii. Asks that we have a calendar that matches CMS; will facilitate the planning process.

    iii. Membership seemed in agreement with a suggested length of between 250-500 words. Deadline should be December 2, and be consistent year to year.

    iv. ATMI conference organizer is an official member of the CMS program committee. This ensures we are part of the planning.

    v. Steven Kreinberg suggested that we should place our call to a broader audience in April.

4. **Treasurer Report – Jennifer Snodgrass**
   a. A handout of the report was provided to all attendees.
   b. The Atlanta conference expenses included AV and internet for the rooms. Conference fees were $5,000.00. Membership services out of the CMS office – handle registration, phone calls, etc.
   c. Membership is currently at 151 members. Jennifer will start a membership drive to get our numbers back to this level. Think beyond your own field – invite your colleagues. The goal is 200 by January 30th.

5. **Robbie Gunstream agreement.**
   a. Contract between CMS and ATMI
   b. Notification dates: 2-3 years in advance to select a location
   c. ATMI must notify in advance if we decide to discontinue the relationship. It will be assumed that the relationship will continue unless we notify 3 years in advance that we will not continue.
   d. 1-year advance notification of equipment needs: essential to provide general needs; specific needs communicated to CMS after program is established
   e. CMS charges us for the cost of the internet lines. It must be an assumed need[2] for every conference. So when they determine a registration amount, this will be included. They were agreeable to that need.
   f. Hold harmless: ATMI will not hold CMS responsible for anything that may happen, and the same is true in reverse. Each entity is responsible for their own conference.
   g. ATMI member serves on the CMS program committee. Scott and the officers feel that they have reached an agreement of the document. He wants to open the opportunity for the membership to comment on this.

6. **Report on SIGs**
   a. **Music Lab Management** (Keith Mason) – low attendance in comparison with past year. Sharing ideas on how to keep the labs working and functioning. Need to push more throughout the year to get more involvement.
   b. **Interdisciplinary Group** (Jay Dorfman) Successes that people are having in distance education. Major concerns as they enter the field of distance ed. Half of

the attendees were people considering entering the field, so we discussed their concerns. Content development and intellectual property were topics. Valuable group – hope to continue.

c. **CAI Theory/Aural Skills** (Sue Piagentini) Two very good meetings – some came for both sessions. The group shared ideas about curriculum and materials. Overriding theme was that most are turning away from the labs and more towards online materials.

d. **Multimedia Group** (Scott Lipscomb) – (8) very active participants. Shared interests in multimedia and what types of multimedia we use in the classroom. Shared primary technologies that everyone used. In the past most discussions have been about Flash and Dreamweaver. This year Flash and Dreamweaver were two main tools, but about 20 other tools came up that people were using. Instead of gathering around one tool, people were gathering around several. Preconference – there are a number of online manipulation tools that are available. Also discussed the use of YouTube and the wide variety of materials that are archived. This led to talking about some of the pitfalls and perils associated with those tools in your classroom.   Level of technology skill in the incoming undergraduate population. Although we characterize this group as high level learners, we have to remain aware that many still come in with very limited skills, and how we can be prepared to bring them along.

e. **Attendance.** Groups across the board were a little down in attendance. Registration for the entire conference was down.

7. **ATMI WEBSITE**
   a. Working very hard to create a website that allows a discussion list. Lipscomb asked whether the ATMI website should reflect conference program information, information about the society, and examples of work. Or should we have a repository of work for various SIGS and work of the association. It takes a lot of work to maintain this and there has not been a lot of activity.

   b. Tim Thompson asked if we should develop a NING type community. CMS has experimented with that approach. There is a cost involved for the space. They had 8 groups to set up, but because they only paid for one space, any information they posted for one group was available for all 8 groups. It becomes a challenge in that context. Want to consider all possibilities. The Facebook solution is such a large social network, we may want to consider other possibilities that are better for an academic society.

   c. Mark Lochstamphor – PiKappaLambda voted to create a site at their last convention. Mark did create a site for that purpose as well as a LinkedIn social network. There hasn't really been that much activity on either network.

   d. Closed eye vote – how many have visited in the last month? How many have contributed to the ATMI WIKI. It was a very disappointing outcome. We want to build a sense of community and a repository of information.

8. **Election results**
   a. Kim Walls announced the results of the 2009 election. Feedback on the voting process through Vote on Demand. No problems reported.

   b. Announced that the secretary for next year will be Jane Kuehne and the president

will be Jim Frankel.

   c. Kim took the opportunity to give our appreciation to our outgoing officers, Cynthia McGregor has served as secretary and did a wonderful job. Scott Lipscomb has done such wonderful work over the last 8 years in bringing this organization forward as President. We appreciate everything Scott has done and the cheerful smile on his face and the encouragement that he gives us all.

   d. Scott Lipscomb thanked the membership for a wonderful experience and rewarding part of his career for the past 8 years. Scott welcomed Jim Frankel as the new president. Thanks to Fred Rees and Dave Segal for being willing to serve, and to all those who participated in the democratic process.

9. **New Business**

   a. Richard Repp – Asked the membership to consider Facebook or other social networking possibilities. The membership discussed the benefits of having a place to continue the spirit of the conference throughout the year. There are certainly more people that would like to be members if they knew about it.

   b. Kim Walls – Inquired about JTML (Journal of Technology in Music Learning).

      i. Nancy Berry and Scott have shared a co-editorship for the past year. Scott will assume that role as the year comes forward, the first issue will introduce the partnership between JTML and ATMI.

      ii. This journal should serve this group. It is a research-oriented journal and a source for technology related articles in any field. The challenges for this journal has been the low number of submissions received in a given year. Ideally they would like to have two issues per year.

      iii. Gena Greher – since this is a technology-based journal, shouldn't it be online? Scott supported that idea and added that we should still continue the paper copy to be 'legitimate' in the tenure and promotion process, and the online journal to promote the field. Until the academy catches up with technology, this will be the format.

   c. Tim Thompson - SIG for technology for music instruction. Wondering if that's an area that we can get involved with.

   d. Scott thanked the membership for the opportunity to be part of this group. He looks forward to the promotion to coming back into the membership and being one of the active people in the organization.

10. **Meeting adjourned** at 5:47 p.m. Dinner to follow at Stanford's. Meet in lobby at 6:30 for 6:45 reservation.