

MMEA District 1
Spring Meeting Agenda
(updated 4/24/24)

April 24th 6:00 pm: [District 1 general Meeting](#)

In Attendance: Eric Halpin-Desmarais, Drew Halpin-Desmarais, Ben Holbrook, Matt Murray, Christian Giddings, Matt Lagarde, Jesse Myers-Wakeman, Isaac Hawkins, Kyle Smith, Erin Morrision, Amy Anderson, Caitlin Ramsey, Katherine Lind, Kayla Peard, Missy Shabo, Rob Westerberg, Ryan Geary, Jaymie Frazier, Amy Anderson, Tim Ebersold, Suzanne Proulx, Megan Farrington, Hailey Francoeur, Katie Mercier

I. Google Meet meeting protocols

- A. Please stay muted unless you are speaking
- B. If you would like to speak during discussion - please raise your virtual hand
- C. To vote on action items - Raise your virtual hand

II. Reports

- A. Webmaster (Jesse)
 - 1. Trying to virtually catalog previous programs - send info to Jesse Myers-Wakeman
 - 2. Check info on site that relates to you so it can be updated accordingly, send updates to Jesse
- B. 6th Grade Festival North
 - 1. Voted to donate up to \$1,500 to 7/8 Honors Festival, if needed, for either the 2025 or 2026 festival in the event that the festival is snowed out and loses gate income
 - 2. Changing schedule for the future to start earlier at 8:45am. Both band and chorus will have sectionals toward the beginning of the day.
 - 3. Clearer guidelines for programming for both ensembles.
- C. 6th Grade Festival South
- D. 7/8 Festival
 - 1. Open to all D1 Middle Schools - check in with Caitlin to be added for info sharing
 - 2. **NEW Fee structure for 2024-2025:** \$100 per district flat audition fee, \$15 per student acceptance fee
 - 3. Updated our vocal auditions - thank you to Christian for all of his work creating materials.
 - 4. Also added judges guidelines/script
- E. Jazz Group Festival
 - 1. Snow day plan went into effect, second date used.
 - 2. Overall smooth run of festival
 - 3. Send feedback and suggestions to Eric and Jesse
 - 4. Looking ahead on number of participating groups - looking at a full-day or two-day festival options
- F. Auditioned Honors Jazz Festival
 - 1. Canceled, snow storm
 - 2. All 5 conductors and programs selected and ready for next year
 - 3. 138 musicians who were ready to play - awesome!
- G. High School Honors Festival Auditions

1. Sanford host, pretty smooth run
- H. High School Honors Festival
 1. Managers
 2. Hosts - **Change of Venue: Host at Noble High School for 2025**
- I. [Treasurer Report](#) (Missy)
 1. Everything is paid for and up-to-date
 2. Honors Jazz Festival checks sent back
 3. Do not to come with personal 'hold' checks for festivals
 4. Include invoice when submitting payments - helps with allocation and balancing funds between festivals/accounts.

III. Old Business

- A. DEI Statement was approved via vote in the fall
 1. [Link to DEI Statement](#)
- B. D1 Large group Jazz Festival Manager and Host - Jesse Wakeman - **Action Item**
 1. [Link from previous meeting's minutes to Manager Position Write-up](#)
 2. **Motion Passes** - write-up will be added to shared info

IV. New Business

- A. DaCapo Update for HS & 7/8 Festival - Caitlin Ramsey
 1. The HS & 7/8 Festival voted to hire DaCapo music to create an audition platform for our festivals. This platform will facilitate registration, scheduling, score sheets, and invoicing.
 - a) The HS festival is paying for 60% of the costs - \$1,200 for the one time build fee and \$420 annually.
 - b) The 7/8 festival is paying for 40% of the costs - \$800 for the one time build fee and \$280 annually.
 2. The owner, Patrick Hait, prefers one person as the point person, so Caitlin Ramsey (7/8 festival coordinator) been working with them since late March. Caitlin will continue to be the point person going forward for both the HS & 7/8 festival. If you have questions regarding DaCapo or specific requests or questions for Patrick, please contact Caitlin
 3. High School Teachers - as festival coordinator, Tim Ebersold will be your contact person and then if anything needs to be updated - Tim will let Caitlin know so she can contact DaCapo.
 4. Also for HS teachers - **this is a separate platform from Allstate**, so when it is time to register students, you will need to create a new account, connected to this specific platform, using your school email.
 5. Yesterday, festival coordinations, auditions chairs, and managers met with Patrick for a final training session. Patrick worked today to update any final details we needed tweaked.
 6. While there will be a learning process since it is new, it will streamline our entire audition process, significantly decrease the workload of audition chairs and festival treasurers, and improve the adjudication feedback process for judges/students.
 7. Tim and Caitlin will be emailing out teacher registration information and students registration information out in the fall to our respective festivals.
 8. Questions?
- B. Ability for students to do multiple auditions on different instruments and voice parts (all-festivals)

1. Currently instrumentalists can audition on multiple instruments, but vocalists have been told they can't audition on different voice parts.
 2. Counter - they're the same instrument, showcasing the same skills
 3. Not an action item - if more discussion or a vote is desired, contact Eric so it can be added to the fall meeting agenda
 4. If changes are made to how voice parts audition, info needs to be shared with Catilin/DaCapo asap!
- C. Switching instrumental audition material to match All-State's new pieces starting in 2025/2026 school year
1. Check the first drafts being shared by Sarah Dow, and prepare discussion questions and comments for the next planned D1 HS Band Director meeting
- D. District Jazz Festival Host options: Kennebunk or Westbrook
1. Westbrook will host
- E. [Retiring or position changes?](#)
1. Add changes to help update info online and email lists
 2. Be sure to use the 2024-25 Tab

District I 2024-2025 Dates

*Please update festival information

Eric Desmarais, Chair
 Missy Shabo, Treasurer
 Drew Halpin-Desmarais, Secretary
 Jesse Wakeman, Webmaster

District I Meetings

- Fall Meeting: Sept. 4th, 2024
- Spring Meeting: April 23th, 2025

6th Grade Festival NORTH - Saturday, March 8, 2025

- Coordinator: Caitlin Ramsey
- Festival Host: Gorham HS (Matt Murray & Isaac Hawkins)
- Band Manager: Rose Skilling
- Chorus Manager: Tammy Carusone
- Treasurer: Missy Shabo

6th Grade Festival SOUTH -

- Coordinator: Nicole Wise
- Festival Host: Biddeford Middle School
- Band Manager: Laurie Ellis and
- Chorus Manager: Dan Cain and Erin Morrison
- Treasurer: Nicole Wise
- Program: Alison Graichen

7/8 Honors Festival - Friday, February 28 & Saturday, March 1, 2025

- Coordinator: Caitlin Ramsey
- Audition Host & Scheduler: Krystle Smith @ Westbrook MS (Nov. 1)
- Festival Host: Noble High School
- Band Manager: Missy Shabo
- Chorus Manager: Katie Lind
- Treasurer: Katie Mercier

District 1 Jazz Festival (Group) - Westbrook

- Festival Host: Kyle, Krystle Smith and Joey Hendricks
- Festival Manager:

Honors Jazz Festival (Individual) -

- Festival Coordinator: Hailey Francoeur
- Festival Host: Sanford HS (Hailey Francoeur) (TA as back-up)
- HS Manager: Kyle Smith and Rob Wheeler
- MS Manager: Krystle Smith

High School Honors Festival -

- Festival Coordinator: Tim Ebersold
- Audition Host: Hailey Francoeur @ Sanford HS (Oct. 15)
- Audition Scheduler & Treasurer: Cathy Murray
- Festival Host: Kayla Peard, Christian Giddings Noble HS
- Band Manager: Drew Haplin-Desmarais
- Mixed Choir Manager: Jeff Mosher
- Treble Choir Manager: Christian Giddings

State Fee Information (Not to be discussed in meeting)

2024-25 Institutional Fee Table - Note that these went up

Jazz and BOC Audition Fees

Fee for 2024-2025: \$25 (no change)

Jazz All State Participation Fees

Fee for 2024-2025: \$255 (without housing) (no change)

BOC All State Participation Fees

Fee for 2024-2025: \$255 (with housing) (no change)

All students will be required to stay on campus.

State Jazz Festival

Fee for 2024-2025: \$135 (increase of \$10)

MMEA Spring Conference Fee

Fee for 2024-2025: \$100 for Members; \$200 for non-members (no change)