



The DSA is the only organization in the world dedicated to the following threefold mission:  
Build and strengthen the global community of Dalcroze practitioners,  
Sustain, advance, and grow the practice of Dalcroze Education in the USA, and  
Increase general awareness and appreciation of Dalcroze Education throughout the United States.

## Board of Trustees

Meeting, January 19 2017, 9:15-10:15 pm EST

### AGENDA (draft)

1. Greeting, Approval of Minutes from DSA Board Meeting from November 27, 2016
2. Administrator's Report
  - a. Introducing our new Administrator
  - b. DSA Membership Demographics Presentation
  - c. Communicating across channels: Introduction to Slack Messaging App
3. Governance Task Force report on creating an Executive Director position: Jessica Schaffer
4. Finances: General Report: on Expenditures, Reports and Approvals
  - a. Anticipated costs (near term)
    - i. \$2,000: Emily Raively, Layout Designer – for 2 years' back pay: (see report from Michael Joviala)
    - ii. \$350: Site visit to CSUDH for 2018 National Conference (Jessica Schaeffer, projected cost)
    - iii. Budget for Eastern PA *Design Summit for Artists* on June 2-4
    - iv. \$400-500: Administrator, January
  - b. 2016 fiscal report
  - c. Status report on BMO Harris account, and discussion of bookkeeping practice.
  - d. Tax exempt status of the DSA's chapters and the need to file for group tax exemption: the case of the Farber donation. Governance Task Force needed, to update the Bylaws with regard to chapters the chartering process; goal: chapter Bylaws dovetail into the national organization's Bylaws with regard to accounting and transparency of financial reporting on fundraising and donors' tax exempt giving. Tax reporting for non-profits, and, specifically, the need for such organizations *not to show a profit*.
5. President's Desk
  - a. Board Self-Assessment: A "best practice" for Boards of Trustees
  - b. 2017 Events:
    - i. Eastern Pennsylvania Dalcroze Weekend (June 2, 3, 4)

- ii. Western Pennsylvania Dalcroze Weekend (October 6, 7, 8)
  - c. 2018 Events
    - i. DSA Conference, 1/5, 6, 7
    - ii. DSA Symposium on Improvisation and the Embodied Mind, 2/16, 17, 18
- 6. Financial Assistance for Students and Presenters
  - a. Scholarship, Sponsorship (and other forms of financial assistance)
    - i. Task Force for 2017 Scholarships (for Training Program Applicants)
    - ii. Pre-Diplome training opportunities and DSA Underwriting of mentoring, administrative, and facilities costs – projected costs...? capital campaign?
    - iii. Third International Conference of Dalcroze Studies (ICDS3)
- 7. Old Business: Strategic Plan Assessment, to be rolled over into next meeting's agenda

Schedule of Board Meetings: 2016-17, at 9:25-10:40 EST, via Google Hangout

In the event of a SNAFU regarding Google Hangout, please use the following conference call number and access code:

Call-in: 712-775-7031  
Access Code: 670239

2017  
February 16  
March 16  
April 20  
May 18  
June 15  
Town Hall: June 21

Additional documents (see attached files):

- Minutes from DSA Board Meeting from Sunday November 27, 2016
- Governance Task Force Report, Executive Director
- Addendum to Governance Task Force Report
- Shields, Gary, OAKE Administrative Director duties
- Pages from Graves letter of employment, 11-18-16
- DSA Memorandum to the Board, Michael Joviala
- Maria Raffaele, CV, English
- DSA Publications Committee Meeting, Friday January 13, 2017, Minutes
- SWOT Analysis, Relevant to Strategic Planning
- 2018 National Conference, Call for Proposals