



Agenda

1. Mileage

- . Proposal - Cap the mileage reimbursement rate at 55 cents per mile.

RATIONAL:

	@ \$.585	@ \$.655	@ \$.55
Board Meetings (Aug and Oct; est. May)	\$ 5,710.00	\$ 6,395.20	\$ 5,367.40
Board Conference	\$ 2,825.97	\$ 3,165.09	\$ 2,656.41
Clinicians - Contracted	?	?	?
Judges – Solo/Ensemble and Large Ensemble	**	**	**
** judges’ mileage = largest mileage amount			
TOTAL	\$ 8,535.97	\$ 9,560.29	\$ 8,023.81

2022-23 - Mileage only

Motion: Motion Follow the federal rate for mileage or \$.55 per mile whichever is lower.
Scotty Walker – motion 2nd Katrice LaCour Amendment:

Amended motion : Scotty Walker/2nd Michele DesLattes

Vote passes

Discussion: Finance committee could re assess each year. In the future – it was suggested that we cap at the federal rate in either direction.

2. Jim Trant’s pending May proposal regarding All-State Second Rd. Judges’ Pay.
 (Financial recommendations in **RED**.)

- . Judges for All-State judges will be paid as follows until a need to increase or decrease the amounts arise:
 - . Judges for winds, strings, jazz ensemble, and guitar ensemble will be paid \$5.00 per auditioner
 - . Percussion judges will be paid ~~\$6.00~~ **(\$5.00)** per auditioner
 1. This is due to the upcoming proposal of the percussion audition changes.
 2. Min. ~~\$200.00~~ **(\$125.00)** per judge
 - . Vocal judges will be \$3.50 per auditioner
 1. Min. ~~\$200.00~~ **(\$125.00)** per judge
- . The judge rate for winds, strings jazz ensemble, and guitar ensemble are based on one judge per "room"; the vocal judge rate is based on two judges per "room".

Motion: Scotty Walker – 2nd Aleisa Hudlow

PASSES

Rewritten proposal and offering it as the finance committee’s proposal:

Judges for the All-State *state-level* audition will be paid as follows:

- \$5.00 per auditioner and are allowed to have one judge per “room.”
- \$3.50 per auditioner and will be allowed to have two judges per “room.”
- All judges will receive a minimum payment of \$125.00. Maximum of \$500.00

AUDITIONS	Students Registered	REVENUE	EXPENSES	Judges’ pay
DIVISION		Registration	Judges	rec’d per student*
Band	728	\$ 10,920.00	\$ (3,377.00)	\$ 4.64
Choir	556	\$ 8,340.00	\$ (3,600.50)	\$ 3.24 X 2 judges
Guitar		\$ 210.00	\$ -	\$ 0.00
Jazz	62	\$ 930.00	\$ (800.00)	\$ 12.90
Orchestra **	112	\$ 1,680.00	\$ (1,200.00)	\$ 10.71
TOTAL		\$ 22,080.00	\$ (8,977.50)	

RATIONAL:

2022-23

- * The average judge’s pay is slightly less than \$5 or \$3.50 due to “no shows.”
- ** Orchestra expenses include string chair auditions @ \$100 per part.

- Conference Out-of-State/Non-Member Fee
 - Increase to \$95.00

RATIONAL:

This year – 41 @ \$85 = \$3,485
 Increase – 41 @ \$95 = \$3,895 [extra \$410]

MOTION: Scotty Walker 2nd Lee Hicks

PASSES

Increase the out of state / non member conference fee to \$95.

- Conference Collegiate Fee
 - Increase to \$20.00

RATIONAL:

This year – 72 @ \$15 = \$1,080
 Increase – 72 @ \$20 = \$1,440 [extra \$360]

MOTION: Scotty Walker 2nd Aleisa Hudlow

PASSES

Increase the collegiate conference fee to \$20 per registrant.

- Financial Guidelines
 - Updates

TABLED

- All-State Conference Ensemble Hosts
 - 2 days of meal per diem (not to exceed 3 days) at the current LMEA rate
 - Mileage reimbursement at the current LMEA rate

RATIONAL: Current reimbursement equals that of District Directors. We don’t feel their responsibility is equal.

- District Level Expenditures

LMEA FINANCIAL GUIDELINES
(Revised January 2023)

1. District directors will have only one LMEA checking account.
2. Each festival will be deposited separately.
3. All district financial reports must be completed and submitted to the LMEA Financial Committee by the May board meeting.
4. Each district financial report will be reviewed by the Executive Board at the May board meeting.
5. District financial reports will include the following:
 - a. Check by Check Report (numerically) - listing check #, who to, for what, date written also has deposits. Deposits will list from whom, for what, and date.
 - b. Credit Card receipts
 - c. Bank statements (originals) - listed from earliest to latest
 - d. Deposit slips (write on the slip the festival collected for)
 - e. Original canceled checks or check copies from the bank
 - f. Vouchers one for each check. Each voucher must include the original receipt or invoice (exception: judge's fees)
 - g. Festival reports are a folder containing all festival entry forms (one folder for each festival). Also, include programs from each festival (that programs are available). Write on the outside of the folder the total amount from that festival.
 - h. Award report to include all trophies, plaques, and medals given in your district.
6. Do not write a check to yourself (exception: judge's fee)
7. Closing your account at the end of the year will include the Financial Committee reviewing the financial report and comparing bank statements with a check-by-check report. A check to LMEA will then be written leaving an amount discussed between district directors and the Executive Director in the account.
8. Any district expenditures that occur after the financial report has been submitted and the final

check written, will be submitted to the Executive Director for payment.

9. Reimbursement of any expenses must include original receipts, invoices, and travel logs (mileage, for what purpose, and date) and will be submitted to the Executive Director for payment.
10. Solo/Ensemble Festivals will hire one judge for 70-75 entries Large ensemble Festivals will hire judges based on 8 hours = 1 day
11. All funds generated by the nine districts are LMEA monies subject to audit. Only the LMEA Board of Directors and the Executive Board have control of these monies.

Procedure for money expenditures by board members:

1. The LMEA budget is adopted by the board of directors at the recommendation of the finance committee at the first meeting of the school year.
2. Any proposed financial considerations to be included in the following year's budget must be brought before the finance committee prior to the May board meeting.
3. Any money proposed outside of the adopted budget will need to bring to the Executive Director prior to purchase.
4. If necessary, the Executive Director will meet with the Finance Committee concerning the proposed expenditure(s).
5. Approval or denial of the proposed expenditure(s) is dependent on a variety of factors which include, but are not limited to, budgetary constraints and voting procedures.