



# **MMEA Board of Directors Time Line 2022-2024**

**Missouri Music Educators Association**

## MMEA Vice-President / Advisory Council

# TIMELINE

**Year 1** 2022-2024 Term

### FEBRUARY

	Fri-Sat	February 18/19, 2022	MMEA VP Leadership Training (Tan-Tar-A)
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### MARCH

	Thursday	March 24, 2022	(Optional) Lodging Request for April 23rd BOD Meeting
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### APRIL

	Friday	April 1, 2022	DEADLINE: MSM Article "Rest and Rejuvenation: Preserving Our Mental Health"
	Friday	April 15, 2022	DEADLINE: April Meeting Reports Due to MMEA President
		April 15, 2022	DEADLINE: Submit mileage for Board of Directors/Advisory Council Meeting
	Saturday	April 23, 2022	Board of Directors/Advisory Council Meeting 9:00am Tan Tar A

### MAY

	Saturday	May 7, 2022	Finalize Application Review Committee Details
	Saturday	May 14, 2022	DEADLINE: Performance Application Audition Committee Information Due

### JUNE

	Wednesday	June 1, 2022	District Presidents submit District info for Program Book to MMEA President.
			Applications for Performance Deadline
		June 1-28, 2022	Application for Performance - Committee Review Selection (VPs)

### JULY

	Friday	July 1, 2022	DEADLINE: Performing Ensemble Selection Results Due Clinic Session Proposals review
	Friday	July 8, 2022	Proof Ensemble Selections (VPs)
	Friday	July 15, 2022	Notification of Performing Ensemble Selections (President)

	Friday	July 15, 2022	(Optional) Lodging Request for April 23rd BOD Meeting
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### AUGUST

	Monday	August 1, 2022	DEADLINE: MSM Article "Creating a Culture of Belonging"
			DEADLINE: Clinic Session Title Form
			DEADLINE: All Session Titles Due

	Friday	August 5, 2022	DEADLINE: BOD Reports Due MMEA Pres. for Aug. 13 Meeting
			DEADLINE: Submit Mileage for Aug 13 Meeting
	Saturday	August 13, 2022	Board of Directors/Advisory Council Meeting Confirm Placement of Clinicians and Performing Groups in Schedule slots

### SEPTEMBER

	Thursday	September 1, 2022	Conference Pre-Session Information Due to MMEA President
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	Thursday	September 15, 2022	DEADLINE: All Clinician Agreements-Contract Due
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### OCTOBER

	Saturday	October 1, 2022	DEADLINE: All Clinic Session Information Due
	Saturday	October 15, 2022	DEADLINE: Lodging Requests
	Monday	October 17, 2022	Program Proofing Begins: Clinic/Session/Bio

### NOVEMBER

	Tuesday	November 1, 2022	DEADLINE: MSM Article Conference Theme
	Monday	November 21, 2022	Awards: Outstanding/Young Music Educators VP voting.
			DEADLINE: All Clinician Travel Arrangements Submitted

### DECEMBER

		December 1-20, 2022	Conference Program Proofing
	Wednesday	December 14, 2022	Awards all finalized. Orders submitted.
	Monday	December 19, 2022	DEADLINE: Final Edits Due (Conference Program)

### JANUARY (2023)

		January 1-10, 2023	Final confirmation of all conference details
	Tuesday	January 10, 2023	Session Handouts due to Rob Nichols
	Wednesday-Saturday	January 25-28, 2023	MMEA CONFERENCE
	Wednesday	January 25, 2023	Select nominees for slate of officers, TBA
			BOD Dinner Meeting
	Saturday	January 28, 2023	1. BOD Breakfast Meeting 2. Fourth General Session



# Missouri Music Educators Association

MMEA Vice-President / Advisory Council

## TIMELINE

**Year 2** 2022-2024 Term

### FEBRUARY

	Wednesday	February 1, 2023	DEADLINE: MSM Article "Growth and Retention"
	Friday	February 10, 2023	DEADLINE: Submit Mileage for February 18 Meeting DEADLINE: Submit BOD Report to President for Feb. 18 meeting
	Saturday	February 18, 2023	MMEA VP/Affiliate Work Session (Tan-Tar-A)

### MARCH

	Friday	March 17, 2023	(Optional) Lodging Request for April 15th BOD Meeting
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### APRIL

	Saturday	April 1, 2023	DEADLINE: MSM Article "Intentional Programming"
	Friday	April 7, 2023	DEADLINE: April Meeting Reports Due to MMEA President
		April 7, 2023	DEADLINE: Submit mileage for April 15 BOD meeting
	Saturday	April 15, 2023	Board of Directors/Advisory Council Meeting

### MAY

	Sunday	May 14, 2023	Finalize Application Review Committee Details (VP's)
	Sunday	May 21, 2023	DEADLINE: Performance Application Audition Committee Information Due

### JUNE

	Thursday	June 1, 2023	District Presidents submit District info for Program Book to MMEA President.
	Thursday	June 1, 2023	Applications for Performance Deadline
	Friday	June 2-4, 2023	Prepare ensemble selection materials for committee
		June 5-24, 2023	Application for Performance - Committee Review Selection (VP's)
	Sunday	June 25, 2023	DEADLINE: Performing Ensemble Selection Results Due
	Friday	June 30, 2023	Proof Ensemble Selections (VP's)

### JULY

	Saturday	July 1, 2023	Clinic Session Proposals review
	Saturday	July 15, 2023	Notification of Performing Ensemble Selections (President)

**AUGUST**

	Tuesday	August 1, 2023	DEADLINE: MSM Article "Expansion"
			DEADLINE: Clinic Session Title Form
			DEADLINE: All Session Titles Due
	Friday	August 4, 2023	DEADLINE: Meeting Reports Due MMEA Pres.
			DEADLINE: Submit Mileage for August 10 Meeting
	Saturday	August 12, 2023	Board of Directors/Advisory Council Meeting Confirm Placement of Clinicians and Performing Groups in Schedule slots

**SEPTEMBER**

	Friday	September 1, 2023	Conference Pre-Session Information Due to MMEA President
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	Friday	September 15, 2023	DEADLINE: All Clinician Agreements-Contract Due
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**OCTOBER**

	Sunday	October 1, 2023	DEADLINE: All Clinic Session Information Due
	Sunday	October 15, 2023	DEADLINE: Lodging Requests
	Monday	October , 16 2023	Program Proofing: Clinic/Session/Bio

**NOVEMBER**

	Wednesday	November 1, 2023	DEADLINE: MSM Article Conference Issue
			DEADLINE: All Clinician Agreements-Contract Due
	Wednesday	November 15, 2023	Awards: Outstanding/Young Music Educators VP voting.
			DEADLINE: All Clinician Travel Arrangements Submitted

**DECEMBER**

		December 1-20, 2023	Conference Program Proofing
	Friday	December 15, 2023	Awards all finalized. Orders submitted.
	Friday	December 22, 2023	DEADLINE: Final Edits Due (Conference Program)

**JANUARY (2024)**

		January 1-10, 2024	Final confirmation of all conference details
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	<b>Wednesday</b>	<b>January 10, 2024</b>	<b>Session handouts due to Rob Nichols</b>
	<b>Wednesday-Saturday</b>	<b>January 24-27, 2024</b>	<b>MMEA CONFERENCE</b>
	<b>Wednesday</b>	<b>January 24, 2024</b>	<b>BOD Dinner Meeting</b>
	<b>Saturday</b>	<b>January 27, 2024</b>	<ol style="list-style-type: none"> <li>1. <b>BOD Breakfast Meeting. With new officers. Be prepared to exchange files and documents of office.</b></li> <li>2. <b>Fourth General Session All out going Vice-Presidents must be in attendance. Introduction of new Vice-Presidents.</b></li> </ol>

**FEBRUARY (2024)**

	<b>Thursday</b>	<b>February 1, 2024</b>	<b>DEADLINE: MSM Article Due: "Reflections"</b>
		<b>February, 2024</b>	<b>Conference Follow-Up TBA</b>