

Karen Sandene
ROPA Secretary Report
2017 ROPA Conference
Phoenix, AZ

Below is a list of activities that the ROPA Secretary participated in during the 2016-17 Season:

- Wrote article for the International Musician about the 2016 Madison ROPA Conference.
- Prepared minutes for the 2016 ROPA Conference
- Updated ROPA Rosters and mailing labels.
- Revised the Delegate Handbook
- Added and deleted members of the ROPA General Discussion and Delegates-Only e-mail lists.
- Added information to the ROPA website.
- Was in contact with the secretaries of ICSOM and OCSM for roster sharing.
- Was in contact with Laurence Hoffman about delegates and rosters.
- Served as ROPA representative/Trustee to the AFM Symphonic Strike Fund, participated in email discussions, and voted on benefit distribution
- Welcomes new delegates and answered questions
- Fielded questions from delegates by e-mail
- Had phone contacts with ROPA Officers
- Helped evaluate hotel options for the 2017 Phoenix ROPA conference
- Attended the OCSM Conference in Calgary, Alberta, and gave the ROPA Report
- Met with Mike Smith in St. Paul, MN
- Worked with Martha Warrington, ROPA Webmaster, on website revisions
- Assembled materials for the Fall 2016, Winter 2017, and Spring 2017 Leading Tone and created the document
- Took Leading Tones to the printers and mailed it to delegates and Local officers
- Worked with Laurence Hoffman to put ROPA Settlement Bulletins on the AFM Website
- Assembled materials for the ROPA Board Mid-Year Meeting
- Attended the ROPA Board Mid-Year Meeting
- Attended the FIM Conference in Montreal, Quebec
- Prepared the mailing for the 2017 conference
- Maintained the ROPA Conference Registration form
- Created documents associated with the 2017 Conference

Email Motions:

10/15/16 The Motion, made by Mary Anne, that ROPA spend up to \$200 to partner with Nathan Kahn and others to split expenses to help move Nathan's many years of negotiation files to the Walter Ruether Labor Library at Wayne State University in Detroit, PASSED, with a vote of 11-0.

12/2/16 The Motion, made by Nancy Nelson, to change California Phil to Associate Membership from Full Membership because of a change in annual budget size and request from the delegate, PASSED, with a vote of 9-0.

1/20/17 The Motion, made by Mary Anne Lemoine, that the ROPA Board approve covering expenses for Mike to attend the New World Symphony presentation in Miami, Feb. 2017, not to exceed \$700, PASSED, with a vote of 11-0.

1/29/17 The Motion, made by Dave Shelton, to appoint Naomi Bensdorf Frisch as the ROPA representative to the FIM conference in Montreal May 11-14, PASSED, with a vote of 9-0.

2/9/17 The Motion, made by Maya Stone, to cover the expenses for Karen Sandene to attend the FIM Conference in Montreal as a ROPA Officer, not exceeding the amount of \$1300, PASSED, with a vote of 9-0.

3/5/17 The Motion, made by Dave Shelton, to approve the minutes of the 2017 ROPA board Mid-year meeting, PASSED with a vote of 9-0.

4/2/17 The Motion, made by Mary Anne Lemoine, that the ROPA Executive Board approve up to \$300 for travel and expenses for a conference site visit to Phoenix for Mike Smith, PASSED with a vote of 10-0.

4/25/17 The Motion, made by Maya Stone, that ROPA cover the expenses for Nancy and Dave to attend the IMA negotiations planning meeting being held in Chicago, June 5, 2017, not to exceed \$1200, PASSED with a vote of 8-0. Thanks! Karen

5/10/17 The Motion, made by Steve Wade, that ROPA cover Mike's travel costs to the 2017 LCC and PCC, not to exceed \$400, PASSED, with a vote of 9-0. Thanks!

6/25/17 The Motion, made by Dave Shelton, to approve the president's appointment of Naomi Bensdorf Frisch to the ROPA Electronic Media Committee, PASSED, with a vote of 9-0.

6/25/17 The Motion, made by Naomi Bensdorf Frisch, to approve travel, hotel and per diem expenses up to \$1500 for Carla Lehmeier to attend the ROPA Conference, PASSED with a vote of 8-0.



ROPA Secretary Hints

1) Accessing extra-protected documents on the ROPA website:

- **You must be logged in.**
- When you click on the document you want to open, look for this message:

“This information is for ROPA purposes only and the document is further password protected. You may view it by using XXXXXXXXX for the username and XXXXXXXX for the password.”

- When you click on the link and see “Authentication Required”, use the “special” username and password, not the ones you used to log on to the website. We do this so the documents cannot be accessed through a regular Google search.

2) Link to the Settlement Bulletin Google Form: <http://tinyurl.com/Settlement-Bulletin-Form>

3) To see topics that have been discussed in the past on the Delegates list, do the following:

- Go to groups.google.com.
- Click on “My Groups” This should load up any Google groups that you belong to.
- Look for “Delegates Only Discussion” and click on it.
- This should load up previous discussion threads.
- This should also work for the General Discussion group.