

Karen Sandene
ROPA Secretary Report
July 26, 2020

Below is a list of activities that the ROPA Secretary participated in since the 2019 Conference:

- Wrote article for the International Musician about the 2019 Boston ROPA Conference.
- Updated ROPA Rosters and mailing labels.
- Revised the Delegate Handbook
- Updated the ROPA By-Laws.
- 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
- Welcomed new delegates and answered questions
- Fielded questions from delegates by e-mail
- Had phone contacts with ROPA Officers
- Worked with Martha Warrington, ROPA Webmaster, on website revisions
- Took 2 issues of the Leading Tone to the printers and mailed it to delegates and Local officers
- Worked with Laurence Hoffman to put ROPA Settlement Bulletins on the AFM Website.
- Prepared minutes for the 2019 ROPA Conference
- Attended the ROPA Board Mid-Year meeting in Chicago, IL
- Assumed the duties of ROPA Webmaster
- Gathered and processed Delegate Orchestra Reports and Settlement Bulletins
- Participated in ROPA Board Zoom meetings
- Assembled materials for the 2020 Conference Information page, and updated website
- Participated on the Legislative Committee to prepare resolutions for the 2020 Conference

Email Motions:

9/7/2019 The MOTION, made by Lisa Davis, to reimburse Mike for a site trip to Orange County for the ROPA Conference 2020, not to exceed \$600, PASSED, with a vote of 9-0.

12/22/2019 The MOTION, make by Lisa Davis, to cover Mike's expenses to attend the 2020 SphinxConnect Conference, not to exceed \$1000, PASSED with a vote of 10-0.

1/22/2020 The MOTION, made by Lisa Davis, to approve minutes of the 2020 Mid-Year meeting, with corrections, PASSED, with a vote of 9-0.

1/22/2020 The MOTION, made by Beverly Setzer, to cover Mike's expenses to meet with New World Symphony fellows and admin, up to \$625, PASSED with a vote of 9-0.

4/16/2020 The MOTION, made by Beverly Setzer, that the ROPA board approve Karen Sandene as the new webmaster, PASSED with a vote of 8-0.

5/2/2020 The MOTION, made by Amanda, to accept Opera Philadelphia Orchestra as full members of ROPA, PASSED with a vote of 10-0.

5/25/2020 The MOTION, made by Amanda, to waive the Opera Philadelphia dues for the 2019-20 fiscal year, and that their \$800 dues check, to be paid any time between now and July 1, will cover their 2020-21 dues and ERF payment, PASSED, with a vote of 10-0.