Minutes
National Executive Board
Virtual Meeting
January 25, 2018 – 5:00pm-8:00pm EST

I Board Members Present

Denese Odegaard, NAfME President (2016-2018)
Kathleen D. Sanz, NAfME President-Elect (2016-2018)
Glenn E. Nierman, NAfME Immediate Past President (2016-2018)
Marc E. Greene, President, Eastern Division (2017-2019)
Leyla Sanyer, President, North Central Division (2016-2018)
John Combs, President, Northwest Division (2017-2019), joined at 7:00pm
Sara Womack, President, Southern Division (2016-2018)
Michael Raiber, President, Southwestern Division (2017-2019)
Russ Sperling, President, Western Division (2016-2018)
Scott Sheehan, Immediate Past President, Eastern Division (2017-2019)
Lance D. Nielsen, Immediate Past President, North Central Division (2016-2018)
Maribeth Yoder-White, Immediate Past President, Southern Division (2016-2018)
David Fullmer, Immediate Past President, Western Division (2016-2018)

II Staff Members Present

Michael Blakeslee NAfME Executive Director/CEO
Chris Woodside, NAfME COO
Kim Henry, NAfME Executive Assistant

III Observers Present

Judy Bush, President-Elect, North Central Division (2016-2018)
Dian Eddleman, President-Elect, Southern Division (2016-2018)
Samuel Tsugawa, President-Elect, Western Division (2016-2018)

IV Call to Order

President Denese Odegaard called the meeting to order at 5:00pm on Thursday, January 25, 2018.

V Review and Adoption of Agenda (Appendix A)

_It was moved by Greene, seconded by Combs, and carried unanimously to adopt the agenda and confirm the interim action as presented with flexibility as directed by the President:_

January 25, 2018
• CONFIRMED APPROVAL OF THE NAFME MINUTES OF THE NOVEMBER 10-11, 2017 NEB MEETING
• APPROVAL OF THE RECOMMENDED CONDUCTORS FOR CONSIDERATION FOR THE NAFME ALL-NATIONAL HONORS ENSEMBLES
• APPROVAL TO ADOPT CHANGES TO NAFME CODIFIED POLICY IV.A.001, TO ALLOW FOR THE INCLUSION OF A GUITAR ENSEMBLE IN THE ALL-NATIONAL HONORS ENSEMBLES
• APPROVAL OF NAFME REPRESENTATIVE COUNCIL APPOINTMENTS BY DIVISION
  o COUNCIL FOR CHORAL EDUCATION
    SOUTHWESTERN DIVISION  
    DR. JEFFERY MURDOCK, FAYETTEVILLE, AK
• APPROVAL OF NOMINATION FOR 2018 SENIOR RESEARCH AWARD:
  o DR. HARRY PRICE, KENNESAW STATE UNIVERSITY
• APPROVAL OF PROFESSIONAL DEVELOPMENT COMMITTEE CHAIR AND CO-CHAIR 2018-2020
  o CHAIR, DENESE ODEGAARD
  o CO-CHAIR, MICHAEL RAIBER
• APPROVAL OF THE CONDUCTORS FOR ANHE APPROVED LIST

IT WAS MOVED BY GREENE, SECONDED BY COMBS, AND CARRIED UNANIMOUSLY TO REMOVE THE APPROVAL OF THE PROPOSAL FROM THE MEJ EDITORIAL COMMITTEE FOR A SPECIAL FOCUS ISSUE ON “POPULAR MUSIC” FROM THE CONSENT AGENDA FOR FURTHER DISCUSSION BY THE NEB.

VI Executive Session

WITHOUT OBJECTION, IT WAS CARRIED UNANIMOUSLY TO GO INTO EXECUTIVE SESSION AT 5:04PM.

WITHOUT OBJECTION, IT WAS CARRIED UNANIMOUSLY TO RETURN TO REGULAR SESSION AT 5:13PM.

Guests and Observers were excused from the Executive Session at 5:04pm and returned to the meeting at 5:13pm.

The Board returned from Executive Session and reported out that it had discussed financial, budget, personnel, and program development issues.

VII Reports

A Report of Chair, Executive Committee

President Odegaard reviewed the motion from the Executive Committee with regard to setting the annual dues.

IT WAS MOVED AND SECONDED BY THE EXECUTIVE COMMITTEE, AND CARRIED UNANIMOUSLY TO SET THE ANNUAL ACTIVE DUES FOR FISCAL YEAR 2018-2019 AT $98.00 (A $2.00 INCREASE) FOR FISCAL YEAR 2019-2020 AT $100 (A $2.00 INCREASE); ALL OTHER RATES WILL BE PROPORTIONAL TO THE ACTIVE ANNUAL DUES RATE.

President Odegaard reviewed the motion from the Executive Committee regarding the 2017 NAFME Audit Report. President Odegaard reviewed the members of the Audit Committee for the NEB. The members of the Audit Committee are Scott Sheehan,
Immediate Past President, Eastern Division, Michael Raiber, President, Southwestern Division, and Mike Shifflett, the CFO at NASSP.

*IT was moved and seconded by the Executive Committee at the suggestion of the Audit Committee, and carried unanimously to adopt the Auditor’s report, file and post the NAfME FY 2017 Audit report in accordance with Board Policy.*

President Odegaard provided an update on mentoring. President Odegaard worked with the New Teacher Center to conduct a survey to identify five to six large city school districts that currently do not have mentor programs. Once those districts have been identified, mentors will be selected, and a plan will be created to roll out a mentor program in those districts for 1st and 2nd year teachers. The training will begin in August/September and be comprised of six online meetings and asynchronous work with the mentors. The New Teacher Center will do the training and President Odegaard will ensure the content is music specific.

President Odegaard provided an update on Diversity, Equity, Inclusion and Access. During Black History Month in February, NAfME will solicit lesson plans from members through the Amplify platform. Those lesson plans will be reviewed by staff and then placed on the website for the larger membership to utilize in their classrooms. President Odegaard has had ongoing conversations with the Cultural Diversity and Social Justice ASPA and will work with them on strategies for awareness with leadership and members. President Odegaard will also conduct “fireside chats” in the form of webinars with guests addressing topics such as “Teaching Diverse Students”, transgender issues, and composition and film scoring.

**B Report of Executive Director/CEO**

Executive Director Mike Blakeslee highlighted, as requested by the NEB, a few items from the interim management report by the four strategic objectives. These items included a brief report on the plenary session at the Music Research and Music Teacher Ed Conference to focus on Diversity, Equity, Inclusion and Access, an update on the building options for the Reston, VA headquarters building, and information about NRCCUA data available in the board book.

Mr. Blakeslee provided a legislative update to the board. A chart detailing ESSA – Well-Rounded funding was provided. The funding that has been authorized for Title IV Part A would be useful if Congress gets past the short-term CR. Also, NAfME is working with Representative Nydia Velazquez (NY-7) to introduce a messaging bill, the *Guarantee Access to Music Education (GAME) Act*. This bill would insert language into the Title I, Part A of ESSA, to encourage school districts to use their Title I, Part A funds to improve student access to sequential, standards-based music education, taught by licensed instructors. Staff is working on appropriate language in support of the other arts.

Mr. Blakeslee informed the board of the Higher Education Act (HEA), which was introduced by House Education and the Workforce Committee Chairwoman Virginia Foxx (R-NC) on December 1, 2017. NAfME is working with the Senate side on a proposal that would keep teacher prep grants and loan forgiveness, while incorporating the
“well-rounded” definition in the teacher preparation section of the law, as well as in the section that serves minority institutions.

Lastly, policy staff continues to analyze and help State MEAs with the 2nd round of ESSA State Plans. Mr. Blakeslee asked the NEB members to review their state plans and keep NAfME staff informed of their progress.

Mr. Blakeslee informed the board about a grant from the Country Music Association (CMA) Foundation for state MEAs to apply toward advocacy work. These grants will be between $3000.00-$5000.00 each. The adjudication of the grants will be done by CMA.

Mr. Blakeslee provided a technology update. He emphasized that going forward, there needs to be a clear plan to guide NAfME to construct technology that meets the business needs of each state MEA and NAfME. Mr. Blakeslee discussed the lingering problems affecting the stability of our core CRM database. Staff will work with the State Executives leading up to National Assembly 2018 to find the best resolution to the technology problems. There will be a process to determine the technology needs that are shared by everyone and how to deal with those problems in a systematic way. Mr. Blakeslee informed the NEB that the Amplify platform now has 4,000 members. The NEB also discussed the technology fund that was established in 2012. The fund has been used to help support the states with their technology needs, as well as technology improvements overall. The fund is now at approximately a zero balance (that is, expenditures have balanced the income to the fund); future funds accrued will be used to make the upgrades determined to be necessary in the process described above.

Mr. Blakeslee informed the NEB that staff has made progress in cleaning up the headquarters building and on deferred maintenance, such as painting and other aesthetic fixes.

Mr. Blakeslee provided to the NEB the Codified Policies of the Association, as of December 2017. The policies are required to be reviewed by the NEB once each calendar year.

C Foundation Report

Mr. Blakeslee reported on the Give a Note (GAN) Foundation audit. GAN had a clean audit for FY 17.

Mr. Blakeslee informed the NEB of the grant to the GAN from CMA. This grant is called the Music Education Innovator Award. It is three years of funding of awards to innovative programs. The goal is to capture data on the effectiveness of programs that can be shared and possibly replicated amongst similar programs across the country.

GAN Foundation will hold its next virtual board meeting in March 2018. Updates will be provided to the board.
D  Report of Chair, Professional Development Committee

North Central Division Immediate Past President Lance Nielsen provided an update of the 2018 annual In-Service Conference. Facilitators have been secured for each of the four main opuses. There will be three different summits prior to the beginning of the In-Service Conference. The PDC is working with the Collegiate Chair to add components for the Collegiate members who will attend. The call for proposals is open until February 2, 2018. Mr. Nielsen also updated the NEB on the plan to set up a system for reviewing past webinars. This system will be in place before Mr. Nielsen turns over the Chairmanship of the PDC.

NAfME Immediate Past President Glenn Nierman provided an update on the Biennial Research Conference. There are currently 500 registrations, there will be a plenary session on Diversity, Equity, Inclusion and Access, and a middle school percussion ensemble before the plenary session.

Eastern Division Immediate Past President Scott Sheehan provided an update on the 2017 and 2018 All National Honors Ensembles events. Following the 2017 ANHE, the participants participated in a survey. The survey results provided great feedback on how successful the event was and assists with planning for the future. The parent track was well received, as was the first college fair. The feedback on the conductors, the professional development for the Directors, and the events at Disney was all positive.

Mr. Sheehan noted that ANHE will be at Disney again in 2018. It was also noted that NAfME is projecting a small profit for the event in 2018. Mr. Sheehan gave immense credit to the turn around in the program to the NAfME staff, particularly Kristen Rencher in her role as Director of the Program. Mr. Sheehan asked the NEB to help promote the 2018 ANHE program, as they have done in past years. Word of mouth has been among the best promotion for this program. A guitar ensemble has been added to ANHE for 2018. Mr. Sheehan has informed the conductors of this new addition, so they are able to prepare for 2018.

Mr. Blakeslee provided an update on USAAAMB. American Games, the entity that runs the program, has yet to secure a title sponsor. NAfME continues to work with American Games on the future of the program. Updates will be provided to the NEB.

E  Report of Chair, SRME

Approved in Consent Agenda. See page 2.

F  Report of Chair, SMTE

President Odegaard directed the attention of the NEB to the report of the 2017 Symposium on Music Teacher Education. The report was well received by the NEB.

VIII  Appointments

A  Division Appointments to Representative Councils
Approved in the consent agenda. See page 2.

B Conductors for ANHE Approved List

Approved in the consent agenda. See page 2.

C Professional Development Committee Chair and Co-Chair

Approved in the consent agenda. See page 2.

IX Old Business

A Upcoming Proposed By-law Revisions for Membership Vote

President Odegaard reviewed the dates for the election and the language for the by-law revision. It was noted the NEB would be informed of the results of the votes upon the closing of the election on February 7, 2018.

B NAfME Experiences

President Odegaard provided an update to the board. Contracts for the upcoming events in 2018 have been renegotiated to mitigate financial losses. Contracts for events in the following years are currently being renegotiated. In 2019 and 2020, the contractual benefits of bringing ANHE to the conference site were discussed. This plan will also help, but not entirely balance, the financial situation of each of these events.

X New Business

A Proposal from MEJ Editorial Committee Special Focus Issues, “Popular Music”

President Odegaard reviewed the proposal from the MEJ Editorial Committee for a special focus issue on “Popular Music”. The NEB discussed the proposal. In that discussion, the board was highly favorable toward a special focus on this topic, but made the following observations, which the board believes will strengthen the special focus:

- The current outline does not sufficiently reflect the writing of, or input from, K-12 teachers engaged in this work. Adding that voice would add a great deal to the issue. On a related note, they noted the absence of some who have contributed greatly to the field but who might have points of view somewhat different from the current list of authors.
- The current outline mentions the 2014 Music Standards but would be stronger if it contained references to the Standards throughout.
- The readers of MEJ include teachers who have matured in their practice and are traditional in their outlook. Focus should be on content that would help those educators see the practical benefits of teaching popular music – and that would
give them practical strategies on how to add to or alter their programs to achieve those benefits for their schools and their students. (Note that substantial tie-ins to the Standards, mentioned above, might help in this regard.)

The NEB will await a revised outline for their review.

B  NASS 2018

President Odegaard reviewed the NASS 2018 draft schedule provided to the board. There will be a questionnaire forthcoming asking what topics the leadership would like addressed and who would like to volunteer to run those breakout sessions. The board also discussed using the NASS to cover:

- providing NASS 2018 session materials to the states to encourage participation in the National Association
- providing training at NASS 2018 for new state President-Elects to build leadership capacity
- gathering leadership key groups together while at NASS 2018 to get input about the combined conferences in 2019 and 2020
- collegiate voting (see below)
- strategic scheduling of visits of the National President, Division Presidents, and staff to states

These suggestions will be taken into consideration when determining the breakout sessions schedule and content.

C  Collegiate Voting

President Odegaard notified the board about a recent email from a Collegiate member inquiring about the right to vote in the current election for that membership category. The by-laws currently state the Collegiate member category does not have voting rights. Individuals can pay the full active member fee and then have the ability to vote in the election. The NEB discussed the pros and cons of a possible by-law change to allow Collegiate members to vote in the election.

*It was moved by Nierman, seconded by Sheehan, and carried unanimously to table the discussion of a by-law change to allow Collegiate members to vote in the election until National Assembly 2018 when the NEB could obtain input from other leaders and include Collegiate members in this discussion.*

D  Proposal from Collegiate Council

President Odegaard led the discussion on the proposal from the Collegiate Council to include in the NAFME budget a line item for travel for the recipients of the Shannon Kelly Kane awards to the National Assembly each year. The Finance Committee would consider this in their budget deliberation each year. Historically, anyone requesting assistance has been aided. It was noted by staff that in the past half dozen years, any award winner who has not attended National Assembly to receive the award in person
has had a scheduling conflict, and it has not been a financial hardship. Michael Raiber, Southwestern Division President, will inform the Collegiate Council of this discussion.

### E  NEB Meetings for 2018-2020 (as of Jan. 19, 2018)

<table>
<thead>
<tr>
<th>Meeting</th>
<th>Date</th>
<th>Report Deadline</th>
<th>Board Book Posted</th>
<th><strong>Consolidated/Interim Reports Deadline (to Woodside)</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>Executive Committee NAMM</td>
<td>Jan 25-28, 2018</td>
<td>Book Posted Prior to Call</td>
<td>Book Posted Prior to Call</td>
<td></td>
</tr>
<tr>
<td>NEB virtual</td>
<td>Jan 25, 2018</td>
<td>1/15</td>
<td>1/22</td>
<td>1/18 - interim</td>
</tr>
<tr>
<td>Executive Committee virtual pre-meeting</td>
<td>Mar 15, 2018</td>
<td>Book Posted Prior to Call</td>
<td>Book Posted Prior to Call</td>
<td></td>
</tr>
<tr>
<td>NEB Meeting at Biennial – Atlanta, GA</td>
<td>Mar 20-21, 2018</td>
<td>3/6</td>
<td>3/13</td>
<td>3/8 - interim</td>
</tr>
<tr>
<td>NEB Liaison Reports (every other month)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Executive Committee Reston (Budget)</td>
<td>April 27-28, 2018</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Executive Committee virtual pre-meeting</td>
<td>May 18, 2018</td>
<td>Book Posted Prior to Call</td>
<td>Book Posted Prior to Call</td>
<td></td>
</tr>
<tr>
<td>NEB Virtual</td>
<td>May 22, 2018</td>
<td>5/9</td>
<td>5/16</td>
<td>5/11 - consolidated</td>
</tr>
<tr>
<td>Executive Committee virtual pre-meeting</td>
<td>June 21, 2018</td>
<td>Book Posted Prior to Call</td>
<td>Book Posted Prior to Call</td>
<td></td>
</tr>
<tr>
<td>Event Description</td>
<td>Date</td>
<td>Book Posted Prior to Call</td>
<td>Book Posted Prior to Call</td>
<td>Notes</td>
</tr>
<tr>
<td>--------------------------------------------------------</td>
<td>--------------</td>
<td>----------------------------</td>
<td>----------------------------</td>
<td>-------------</td>
</tr>
<tr>
<td>NEB New Member Orientation</td>
<td>June 25, 2018</td>
<td>May 1, 2018</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Executive Committee virtual pre-meeting</td>
<td>Sept 6, 2018</td>
<td>Book Posted Prior to Call</td>
<td>Book Posted Prior to Call</td>
<td>**</td>
</tr>
<tr>
<td>NEB virtual</td>
<td>Sept 11, 2018</td>
<td>8/28</td>
<td>9/4</td>
<td>8/30 - interim</td>
</tr>
<tr>
<td>Executive Committee virtual pre-meeting</td>
<td>Nov 1, 2018</td>
<td>Book Posted Prior to Call</td>
<td>Book Posted Prior to Call</td>
<td></td>
</tr>
<tr>
<td>NEB at Conference – Grapevine, TX</td>
<td>Nov 9-10, 2018</td>
<td>10/22</td>
<td>10/26</td>
<td>10/24 – consolidated</td>
</tr>
<tr>
<td>Executive Committee at NAMM</td>
<td>Jan. 24-27, 2019</td>
<td>Book Posted Prior to Call</td>
<td>Book Posted Prior to Call to Call</td>
<td></td>
</tr>
<tr>
<td>NEB Virtual</td>
<td>Jan. 24, 2019</td>
<td>1/14</td>
<td>1/21</td>
<td>1/16 - interim</td>
</tr>
<tr>
<td>Executive Committee virtual pre-meeting</td>
<td>Mar. 14, 2019</td>
<td>Book Posted Prior to Call</td>
<td>Book Posted Prior to Call</td>
<td></td>
</tr>
<tr>
<td>NEB Virtual</td>
<td>Mar. 19, 2019</td>
<td>3/5</td>
<td>3/12</td>
<td>3/7 - interim</td>
</tr>
<tr>
<td>Event Description</td>
<td>Date</td>
<td>Book Posted Prior to Call</td>
<td>Book Posted Prior to Call</td>
<td>Notes</td>
</tr>
<tr>
<td>--------------------------------------------------------</td>
<td>--------------------</td>
<td>---------------------------</td>
<td>---------------------------</td>
<td>------------------</td>
</tr>
<tr>
<td>Executive Committee in Reston (Budget)</td>
<td>April 26-27, 2019</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Executive Committee virtual pre-meeting</td>
<td>May 17, 2019</td>
<td>Book</td>
<td>Book</td>
<td></td>
</tr>
<tr>
<td>NEB Virtual</td>
<td>May 21, 2019</td>
<td>5/7</td>
<td>5/14</td>
<td>5/9 - consolidated</td>
</tr>
<tr>
<td>Executive Committee virtual pre-meeting</td>
<td>June 11, 2019</td>
<td>Book</td>
<td>Book</td>
<td></td>
</tr>
<tr>
<td>NEB New Member Orientation</td>
<td>June 17, 2019</td>
<td>May 1</td>
<td></td>
<td></td>
</tr>
<tr>
<td>NEB at National Assembly – WDC</td>
<td>June 18-19, 2019</td>
<td>6/4</td>
<td>6/11</td>
<td>6/6 - interim</td>
</tr>
<tr>
<td>Executive Committee virtual pre-meeting</td>
<td>September 18, 2019</td>
<td>Book</td>
<td>Book</td>
<td></td>
</tr>
<tr>
<td>NEB Virtual</td>
<td>September 24, 2019</td>
<td>9/10</td>
<td>9/17</td>
<td>9/12 - interim</td>
</tr>
<tr>
<td>Executive Committee virtual pre-meeting</td>
<td>Oct. 29, 2019</td>
<td>Book</td>
<td>Book</td>
<td></td>
</tr>
<tr>
<td>NEB at In-Service Conference</td>
<td>Nov. 7-10, 2019</td>
<td>10/21</td>
<td>10/28</td>
<td>10/23 - interim</td>
</tr>
<tr>
<td>Event Description</td>
<td>Date(s)</td>
<td>Book Posted Prior to Call</td>
<td></td>
<td></td>
</tr>
<tr>
<td>-------------------------------------------------------</td>
<td>-----------------------</td>
<td>---------------------------</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Executive Committee at NAMM</td>
<td>TBD: Jan. 22-25, 2020</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>NEB Virtual</td>
<td>TBD: Jan. 22, 2020</td>
<td>1/8</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Executive Committee virtual pre-meeting</td>
<td>March 19, 2020</td>
<td>Book Posted Prior to Call</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Executive Committee Reston (budget)</td>
<td>March 24, 2020</td>
<td>3/10</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Executive Committee virtual pre-meeting</td>
<td>May 15, 2020</td>
<td>Book Posted Prior to Call</td>
<td></td>
<td></td>
</tr>
<tr>
<td>NEB Virtual</td>
<td>May 19, 2020</td>
<td>5/5</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Executive Committee virtual pre-meeting</td>
<td>June 16, 2020</td>
<td>Book Posted Prior to Call</td>
<td></td>
<td></td>
</tr>
<tr>
<td>NEB New Member Orientation</td>
<td>June 22, 2020</td>
<td>May 1</td>
<td></td>
<td></td>
</tr>
<tr>
<td>NEB at National Assembly</td>
<td>June 23-24, 2020</td>
<td>6/9</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**FY – July 1 – June 30**
Q1 = July 1 – Sept. 30  Consolidated report due: Nov. 1
Q2 = Oct. 1 – Dec. 31  Consolidated report due: Feb. 1
Q3 = Jan. 1 – Mar 31  Consolidated report due: May 1
Q4 = April 1 – June 30  Consolidated report due: Aug. 1

Note: Anytime a consolidated report date falls on an NEB meeting date, the consolidated report will be provided. Anytime these dates do not align, an interim report will be provided for the NEB meeting. These dates and which report have been noted on the schedule above.

2018 DATES to avoid when setting meeting dates:

1. March 7-10, 2018  ASTA – Atlanta, GA
2. March 22-24, 2018  NAfME Biennial Conference, Atlanta, GA
3. March 22-25, 2018  OAKE – Oklahoma City, OK
5. July 15-20, 2018  ISME - Baku
6. August 7-11, 2018  DCI
7. August 25-26, 2018  Southwestern Division Meeting, Oklahoma City, OK
8. Sept. 9-10, 2018  Southern Division Meeting, Nashville, TN
9. Sept. 9-11, 2018  Rosh Hashanah
10. Sept. 15-16, 2018  Western Division Meeting, place – Salt Lake City, UT
11. Sept. 18-19, 2018  Yom Kippur
12. Sept. 22-23, 2018  North Central Division Meeting, Indianapolis, IN
13. October 2018  UMLC – Milwaukee
14. October 7-8, 2018  NW Division Meeting, Portland, OR
15. October 15-20, 2018  Sweet Adelines International
16. October 20-21, 2018  Eastern Division Meeting, Pittsburgh, PA
17. November 7-11, 2018  Bands of America
18. November 7-10, 2018  Orff – Cincinnati, OH
19. November 11-14, 2018  NAfME National In-Service Conference, Grapevine, TX
20. November 16-20, 2018  National Association of Schools of Music (NASM)
21. December 19-22, 2018  Midwest Clinic – Chicago

2019 DATES to avoid when setting meeting dates:

1. Sept. 29-Oct. 1, 2019  Rosh Hashanah
2. Oct. 8-9, 2019  Yom Kippur
3. December 2019  Midwest Clinic – Chicago

Future Dates:

**National Assembly 2019-2024**

1. **June 17-24, 2019**  NEB Meetings, Pre-Meetings, NASS & Division Meetings, Wash. DC
   **Monday-Monday**  (Father’s Day is Sunday, June 16)
2. June 23-30, 2020  NEB Meetings, Pre-Meetings, NASS & Division Meetings, Wash. DC
   **Tuesday-Tuesday**
The Board went into a Retreat Session from 7:29pm-7:59pm to study, review and discuss NAfME business. No actions were taken during the Retreat Session.

XI Adjournment

*IT WAS MOVED BY RAIBER, SECONDED BY NIELSEN, AND CARRIED UNANIMOUSLY TO ADJOURN THE NATIONAL EXECUTIVE BOARD MEETING ON TUESDAY, SEPTEMBER 19, 2017 AT 7:29PM.*

Respectfully Submitted,

Mike Blakeslee, Executive Director/CEO and CEO

Summary and notes formally taken by Kim Henry, Executive Assistant to the Executive Director/CEO.

Appendix A
I Review & Adoption of Agenda
   Consent Page 3
   Confirm Interim Actions
   • Approval Minutes of the November 10-11, 2017 NEB Meeting Consent
   • Approval of the recommended conductors for consideration for the NAfME All-National Honors Ensembles Consent
   • Approval to adopt changes to NAfME Codified Policy IV.A.001, to allow for the inclusion of a Guitar Ensemble in the All-National Honors Ensembles Consent
Consent Agenda
   • Approval of Southwestern Division Representative Choral Council Consent
   • Approval of Nomination for 2018 Senior Research Award Consent
   • Approval of Professional Development Committee Chair and Co-Chair, 2018-2020 Consent
   • Approval of the Conductors for ANHE Approved List Consent
   • Approval of proposal from MEJ Editorial Committee Special Focus Issue, “Popular Music” Consent
II Executive Session
   Discussion Page 4
   • Financial, Budget, Personnel, and Program Development Issues
III Reports Pages 5-57
   A Report of Chair, Executive Committee Discussion Pages 5-9
   • Dues Recommendation Action Page 5
   • 2017 NAfME Audit Report Action Page 6
   • Mentoring Update Informational Pages
   • Update on Diversity, Equity, Inclusion and Access 7-9 Informational Pages
   B Report of Executive Director/CEO Discussion Pages 10-41
• Interim Management Report Informational Pages 11-16
• Summary of Actions & Follow-up Informational Page 17
• Financial Reports & Budget Update Informational Pages 18-19
• Comparative Membership Report Informational Page 20
• Government Relations/Legislative Update Informational Pages 21-32
• Technology Update Informational Pages 33-40
• Update on Building Options Informational Page 41
• Review of Codified Policies as of Dec. 2017 Informational Pages

C Give a Note Foundation Informational Pages 42-45
• 2016 GAN Audit Report
• Review of GAN Grants

D Report of Chair, Professional Development Committee Informational Page 46
• Update on 2018 Grapevine National Conference Informational
• Update on Music Research & Music Teacher Ed Conference Informational
• Update on All National Honors Ensembles Informational
• Update on USAAAMB Informational

E Report of Chair, SRME Pages 47-50
• Nomination for 2018 Senior Research Award Consent

F Report of Chair, SMTE Pages 51-57
• Report of the 2017 Symposium on Music Teacher Education Informational

IV Appointments Pages

A Approval of Southwestern Division Representative, Choral Council Consent Pages 58-60

B Conductors for ANHE Approved List Consent Page 61
C Professional Development Committee Chair and Co-Chair 2018-2020 Consent Pages 62-64

V Old Business Pages

A Upcoming Proposed By-law Revisions for Membership Vote Informational Pages 65-67
Retreat Discussion:

The National Executive Board will use the time in retreat to discuss:

- Representation at State/Constituent events
- Future structures to support states
  - Technology
  - Management
- Communication about Social Justice