I  Board Members Present

Kathleen D. Sanz, NAfME President (2018-2020)
Mackie V. Spradley, NAfME President-Elect (2018-2020)
Denese Odegaard, NAfME Immediate Past President (2018-2020)
Marc E. Greene, President, Eastern Division (2017-2019)
John Combs, President, Northwest Division (2017-2019)
Michael Raiber, President, Southwestern Division (2017-2019)
Judy Bush, President, North Central Division (2018-2020)
Dian Eddleman, President, Southern Division (2018-2020)
Samuel Tsugawa, President, Western Division (2018-2020)
Scott Sheehan, Immediate Past President, Eastern Division (2017-2019)
Camille Blackburn, Immediate Past President, Northwest Division (2017-2019)
Tricia Kidd, Immediate Past President, Southwestern Division (2017-2019)
Leyla Sanyer, Immediate Past President, North Central Division (2018-2020)
Sara Womack, Immediate Past President, Southern Division (2018-2020)
Russ Sperling, Immediate Past President, Western Division (2018-2020)

II  Staff Members Present

Michael Blakeslee NAfME Executive Director/CEO
Chris Woodside, NAfME COO
Kim Henry, NAfME Executive Assistant
Adriane Darvishian, Director of Strategic Governance Engagement

III  Observers Present

Keith Hodgson, President-Elect, Eastern Division (2017-2019)
Scott Barnes, President-Elect, Northwest Division (2017-2019)
Mike Quilling, President-Elect, Southwestern Division (2017-2019)

Session I, Tuesday Morning, June 26, 2018

IV  Call to Order

President Kathleen D. Sanz called the meeting to order at 8:54am on Tuesday, June 26, 2018 in the Great Falls room, Sheraton Tysons Hotel, Vienna, VA.
V Review and Adoption of Agenda (Appendix A)

It was moved by Kidd, seconded by Greene, and carried unanimously to adopt the agenda and confirm the interim action as presented with flexibility as directed by the President, with the removal of the position statement “Advocacy and the Music Educator” from the consent agenda.

Confirmed approval of the NAFME Minutes of the May 22, 2018 NEB meeting.

- Approval of NAFME Representative Council
  - Collegiate Advisory Council
    - Eastern Division: Keith Koster, NY
    - Southwestern Division: Elizabeth McFarland, MO
  - Council for General Music Education
    - Northwest Division: Val Ellet, OR
    - Eastern Division: Erin Zaffini, NH
    - Southwestern Division: Kelly Hollingsworth, TX
  - Council for Guitar Education
    - Northwest Division: Erik Larson, ID
    - Eastern Division: Loren Fortna, NJ
    - Southwestern Division: Eduardo N. Trujillo, NM
  - Council of Music Program Leaders
    - Northwest Division: Mike Morgan, WA
    - Eastern Division: Judith Hawkins, MD
  - Council for Orchestral Education
    - Western Division: Matt Mulvaney, CA
    - Eastern Division: Anthony Pinelli, NY
    - Southwestern Division: Tom Nugent, CO
  - Music Honor Society Chairpersons
    - Northwest Division: Michael Lewis, WA
    - Southwestern Division: Sarah Sacco, MO
  - Council for Choral Education
    - Northwest Division: Dean Luethi, WA
  - Council for Innovations Education
    - Northwest Division: Randy Zschaechner, MT
    - Eastern Division: Jamie Stroffolino, NY
    - Northwest Division: Scott Brown, WA
    - North Central Division: Rodney Whitaker, MI
    - Southwestern Division: Dave Hammond, CO
  - Council for Music Composition
    - Eastern Division: Stephen Shewan, NY
    - Northwest Division: Sheena Dhamsania, WY
  - Council for Band Education
    - Eastern Division: Jenny Neff, PA
    - Southwestern Division: Gary Brandes, MO
  - Council for Choral Education
    - Eastern Division: Norman Zogaib, NY

- Appointments of Council At-Large Members:
  - Council for General Music Education: Bridget James, Stephanie Benischek
  - Council for Guitar Education: Kevin Vigil
- **APPROVAL OF GMT EDITORIAL COMMITTEE:**
  - Richard Lawton, Roscomare Road Elementary School
  - Carol McDowell, Coverdell Elementary School
  - Michelle Paynter Paise, Morehead State University
  - Megan M. Sheridan, University of Florida

- **APPROVAL OF SRME EXECUTIVE COMMITTEE:**
  - Beatriz Ilari, University of Southern California
  - Evelyn Orman, University of North Carolina at Charlotte
  - Wendy Sims, University of Missouri

- **APPROVAL OF JRME ASSOCIATE EDITOR AND EDITORIAL COMMITTEE:**
  - Peter Miksza, Indiana University, Associate Editor
  - Sarah Bartolome, Northwestern University
  - William Fredrickson, Florida State University
  - Martin Norgaard, Georgia State University
  - Jeremy Manternach, University of Iowa
  - Elizabeth Parker, Temple University
  - Jason Silveira, University of Oregon
  - Laura Stambaugh, Georgia Southern University
  - Leonard Tan, Nanyang Technological University, Singapore

- **APPROVAL OF UPDATE CO-EDITOR AND EDITORIAL COMMITTEE:**
  - **FOR RESEARCHER:**
    - Bryan Nichols, Pennsylvania State University
    - Greg Springer, Florida State University
    - Laura Sindberg, University of Minnesota
  - **FOR CLINICIAN:**
    - Melissa Abramo, North Salem Central School District
    - David Pope, Elyria City School District
    - Joe Parisi, University of Missouri-Kansas City
  - **FOR CO-EDITOR:**
    - Brian Silvey, University of Missouri

- **APPROVAL OF SMTE EXECUTIVE COMMITTEE:**
  - Chair-Elect (2018-2020): David Rickels, University of Colorado, Boulder
  - Communications Chair (2018-2020): Jay Dorfman, Kent State University
  - North Central Division (2018-2024): Nathan Kruse, Case Western Reserve University
  - Western Division (2018-2024): Brittany May, Brigham Young University
VI Executive Session

WITHOUT OBJECTION, IT WAS CARRIED UNANIMOUSLY TO GO INTO EXECUTIVE SESSION AT 8:58AM.

WITHOUT OBJECTION, IT WAS CARRIED UNANIMOUSLY TO RETURN TO REGULAR SESSION AT 9:17AM.

Guests and Observers were excused from the Executive Session at 8:58am and returned into the meeting at 9:17am.

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 Sanz led a discussion on the current work on Diversity, Equity, Inclusion and Access, and the Standards. The board discussed providing the lists of work on these two topics at the Summer and Fall Division Board Meetings, as well as the Society and Council Chairs. Staff was directed to provide these two lists on the Amplify communities indicated.

B Report of Executive Director/CEO

Executive Director Mike Blakeslee highlighted, as requested by the NEB, a few items from the consolidated management report by the four strategic objectives. The board inquired about the current situation with auto-renewal for membership, as well as the current IT repair plan and timeline. Mr. Blakeslee discussed with the board the upcoming meeting with State Executives at National Assembly to further discuss the IT needs of the state MEAs for a better member experience and better internal systems for everyone. The board asked Mr. Blakeslee to provide a summary of the discussion with the State Executives at National Assembly to fully inform the Division President’s meeting with the Division Boards at National Assembly. Mr. Blakeslee noted improvements on the IT systems in the past two years, such as the new registration system that is being used by the national office and some state MEAs. Mr. Blakeslee informed the board about the current discovery phase the IT consultants were
undergoing to find what is working and not working in the current system. These findings will inform how best to improve the IT system going forward. Staff will continue to report updates to the NEB on the IT plan and timeline.

Mr. Blakeslee asked NAfME Chief Operating Office Chris Woodside to provide a legislative update to the board. Currently, committees in both the House and Senate are building appropriations and holding hearings regarding the proposed bipartisan budget agreement that allows for a total of $131 billion in additional non-defense discretionary funding which would affect ESSA Well-Rounded funding. The Guarantee Access to Arts & Music Education (GAAME) Act, introduced by Rep. Nydia Velazquez (NY-7), will insert language into Title I, Part A of ESEA, to encourage school districts to use these funds to improve student access to sequential, standards-based music educations, taught by licensed educators. The request for co-sponsors will be a NAfME Hill Day ask for 2018.

Mr. Woodside informed the board the Rep. Meeks and Sen. Booker resolution that staff has been working closely with these member offices, will drop on Wednesday, June 27, 2018. This resolution celebrates African American contributions to music and calls for equality in music education for students of color. Lastly, the Higher Education Act (HEA) is unlikely to have any more movement over the summer.

Mr. Blakeslee provided a logistical overview of the upcoming National Assembly. Mr. Blakeslee also reviewed for the board the upcoming straw poll that will occur at the 2019 National Assembly, and in 2019 the meeting will move from VA to Washington, DC. Eastern Division Immediate Past-President Scott Sheehan also reviewed for the board the upcoming leadership sessions at National Assembly 2018 and how that would help identify those interested in the upcoming Emerging Leaders Forums, Music Program Leaders Forums, and Collegiate Forums at the 2018 In-Service meeting.

C Foundation Report

Mr. Blakeslee reviewed the most recent Give a Note (GAN) Foundation board meeting for the NEB. GAN decided to continue the Foundation as a standalone organization, independent from NAfME. That separation took place immediately on passage of a motion by the GAN board. The transition period for practical and logistical issues of GAN away from NAfME will occur approximately over the next six weeks.

D Report on NAfME Elections

Mr. Blakeslee provided to the board the data on voting rates that was requested on the national election, as well as the division elections for the past three years. The board discussed different possibilities to increase voting by the membership. The board agreed to have a small group review what the current policy states as campaign rules and then provide suggestions on how to improve that policy to better promote voting. President Sanz requested Immediate Past-President Denese Odegaard be the Chair of the committee.
The Southwestern candidates for Division President-Elect were approved on the consent agenda, page 2.

E Report of Chair, Professional Development Committee

Professional Development Chair Denese Odegaard provided an update of the 2018 annual In-Service Conference. The title sponsor is Quaver, and each Opus has a sponsor. The website is up to date with all the conference information. Next, the forum leaders will be brought together to determine the best of use of that session time.

Professional Development Chair Odegaard provided an update on the 2020 combined conference. The first planning meeting was held at the Biennial Research Conference in March 2018. This was followed by a virtual planning to determine the timeline for the call for proposals and submissions. These planning meetings will be ongoing and reports will continue to be provided.

Professional Development Chair Odegaard provided an update on mentoring. The mentoring program for large city schools has begun. There will be a forum in December in which the mentor work will be observed and the program will be evaluated, and any necessary changes can be made to the program.

ANHE Chair Scott Sheehan provided an update on the 2018 All National Honors Ensembles event. Notifications went out to the students, and work is ongoing with the conductors on implanting the Standards with the honors ensembles. Staff will provide a schedule of the ANHE events to the board. Looking ahead to dates for 2019 when ANHE merges back with the In-Service Conference in Orlando, FL at the Gaylord Palms, the student deadline for submissions will be May 3, 2019 at 11:59pm EST. Mr. Sheehan and staff will work to get this information out to the Divisions in a timely manner. Staff will work with states to ensure a production plan and assistance is in place for ANHE.

F Report of NEB Liaisons

President Sanz asked the board to review the NEB Liaison reports provided in the board book.

President Sanz recessed the NEB at 11:55am for lunch. Following the lunch recess, the meeting was called back to order at 12:47pm.

Session II, Tuesday Afternoon, June 26, 2018

G Report of Chair, Position Statement Committee

The NEB asked to discuss the position paper that was listed in the consent agenda. President Sanz led the discussion about the position paper. The position paper went through a rigorous and public review process. It was presented to the membership, and the Music Program Leaders Council for input. The feedback from the many different constituencies was informative and incorporated into the current draft for review by the NEB. After much discussion, the NEB determined the position paper should be sent
back to the Committee to revisit format and comments from the board. After Committee review, the NEB may be asked to review a new format for approval.

Eastern Division Immediate Past President Scott Sheehan asked the committee to consider writing a position statement on diversity and inclusion for ensemble directors. Western Division Immediate Past President Russ Sperling asked the committee to consider writing a position statement on curriculum selection and ensemble repertoire. The board also discussed the creation of a code of ethics as other similar organizations to NAfME have for their organizations.

*IT WAS MOVED BY SHEEHAN, SECONDED BY WOMACK, AND CARRIED UNANIMOUSLY TO CREATE A CODE OF ETHICS FOR NAfME.*

Staff will provide the Position Statement Committee with materials necessary for this work.

**H 2017 Annual Reports – Societies and Councils**

President Sanz informed the board she had reviewed and determined for the coming year the new liaisons and would remind them of their Societies and Councils responsibilities, as well as remind the Societies and Councils to best utilize their board chair in their regularly scheduled meetings.

**VIII Appointments**

**A Council Appointments by Division**

Approved in the consent agenda. See page 2.

**B Council Appointments – Members-At-Large**

Approved in the consent agenda. See page 2.

**C General Music Today Editorial Committee**

Approved in the consent agenda. See page 2.

**D Society for Research in Music Education (SRME) Executive Committee**

Approved in the consent agenda. See page 2.

**E Journal of Research in Music Education (JRME) Editorial Committee**

Approved in the consent agenda. See page 2.

**F Update Editorial Committee**

Approved in the consent agenda. See page 2.
G Society for Music Teacher Education (SMTE) Executive Committee
Approved in the consent agenda. See page 2.

H Journal of Music Teacher Education (JMTE) Editorial Committee
Approved in the consent agenda. See page 2.

IX Old Business

A List of 2018 Fall Division Board Meeting Dates
President Sanz reviewed the dates for the 2018 Fall Division Board Meetings. Staff will be providing the Division Presidents with materials via powerpoint on programs and advocacy from the national office. Division Presidents can use this material at the Division Board Meetings and the state MEA meetings if it is helpful with their planned presentations.

B List of 2019 Fall Division Board Meeting Dates
President Sanz reviewed the dates provided for 2019 and asked the Division Presidents to begin to determine dates during the Division Board Meetings planned at National Assembly and in the fall. Staff will continue to update these dates for the Division Presidents.

C List of 2018-2020 NEB Meeting Dates
President Sanz reviewed the dates for the 2018-2020 NEB Meetings.

D Updating Travel Matrix for 2018-2020
President Sanz asked the NEB to provide their upcoming travel to state MEAs to ensure the travel matrix is kept up to date by staff.

E Common Agenda Items
President Sanz reviewed the common agenda items for the National Assembly 2018 Division Board meetings. Division Presidents will also review the Power Points that will be supplied by staff with the information on programs and advocacy from the national office.
- Collegiate voting
- State chair positions
- Technology developments
- Setting fall 2019 meeting dates
President Sanz reviewed the common agenda items for the Fall Division Board Meetings:

- Collegiate voting
- Technology update
- Standards (OTL, MCA, etc)
- Conversations on Diversity and Inclusion
- Setting fall 2019 meeting dates

**Future NASS dates and locations**

President Sanz reviewed the 2019-2020 NASS date possibilities and new location in Washington, DC. Staff will update the board on final dates once they are determined.

**New Business**

**Policy on Partnerships**

President Sanz asked the NEB to review the current policy on “Project-Based Relationships with Outside Organizations”. The board discussed possible changes to this policy to better reflect the work of the organization and the input of the Executive Committee and board.

*IT WAS MOVED BY SPERLING, SECONDED BY KIDD, AND CARRIED UNANIMOUSLY TO ACCEPT THE UPDATES TO THE POLICY ON PARTNERSHIPS AS AMENDED IN DISCUSSION.*

The Board went into a Retreat Session from 2:30pm-4:00pm to study, review and discuss specific topics. No actions were taken during the Retreat Session.

President Sanz recessed the National Executive Board at 4:00pm to reconvene at 9:00am on Wednesday, June 27, 2018.

**Session III, Wednesday Morning, June 27, 2018**

The Board went into a Retreat Session from 9:00am-11:45am to study, review and discuss specific topics. No actions were taken during the Retreat Session.

President Sanz recessed the NEB at 11:45am for a joint lunch with the Council of State Editors and Council of State Executives. Following the lunch, she called board member back into at 1:15pm.

**Session IV, Wednesday Afternoon, June 27, 2018**

The Board went into a Retreat Session from 1:15pm-4:35pm to study, review and discuss specific topics. No actions were taken during the Retreat Session.

The National Executive Board went back into regular session at 4:35pm.
IT WAS MOVED BY SPERLING, SECONDED BY SANYER, AND CARRIED UNANIMOUSLY THAT STAFF PREPARE REVISIONS TO POLICIES REGARDING NEB PARTICIPATION, BY THIS SEPTEMBER’S NEB MEETING, TO REFLECT THAT ONCE ELECTED, OBSERVERS HAVE FULL ACCESS TO ALL MEETINGS, AND THAT THEY BE ABLE TO SPEAK AT ANY TIME AS ANY OTHER MEMBER.

Regarding this motion, staff was directed to review the language called for with the organization’s attorneys of record before presenting the revised policy to the board for possible adoption.

IT WAS MOVED BY WOMACK, SECONDED BY EDDLEMAN, AND CARRIED UNANIMOUSLY TO REQUIRE THE EXECUTIVE DIRECTOR TO REPORT TO THE NEB ON THE FEEDBACK FROM THE STATE EXECUTIVE DIRECTORS ALONG WITH THE CURRENT STATUS OF TECHNOLOGY AND AN IMPLEMENTATION PLAN BY AUGUST 15, 2018.

XI Adjournment

IT WAS MOVED BY SHEEHAN, SECONDED BY RAIBER, AND CARRIED UNANIMOUSLY TO ADJOURN THE NATIONAL EXECUTIVE BOARD MEETING ON WEDNESDAY, JUNE 27, 2018 AT 4:48PM.

Respectfully Submitted,

[Signature]

Mike Blakeslee, Executive Director/CEO and CEO

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

National Executive Board Agenda
Tysons Corner, Virginia
June 26-27, 2018

I  Review & Adoption of Agenda
Confirm Interim Action:
- Minutes of the June May 22, 2018 NEB Meeting  Action  Page 4

Confirm the Consent Agenda:
- Approval of NAFME Council Appointments by Division
- Approval of NAFME Council Appointments – Members-At-Large
- Approval of General Music Today Editorial Committee Appointments
- Approval of SRME Executive Committee Appointments
- Approval of JRME Associate Editor & Editorial Committee Appointments
- Approval of Update Editorial Committee Appointments
- Approval of SMTE Executive Committee Appointments
- Approval of JME Editorial Committee Appointments
- Approval of Candidates for Southwestern Division President-Elect
- Approval of Position Statement: Advocacy and the Music Educator

II  Executive Session
- Financial, Budget, Personnel, and Program Development Issues  Discussion  Page 5

III  Reports
- Report of Chair, Executive Committee  Discussion  Pages 6-13
  - Adoption of 2018-2020 Budget (Appendix A)  Action
  - Update on Diversity, Equity, Inclusion and Access
  - Update on Standards  Informational

- Report of Executive Director/CEO  Discussion  Pages 14-28
  - Interim Management Report  Informational  Pages 15-21
  - Summary of Actions & Follow-up  Informational  Pages 22-23
  - Financial Reports & Budget Update  Informational  Pages 24-25
  - Comparative Membership Report  Informational  Page 26
  - Government Relations/Legislative Update  Informational
• Technology Update
• Building Update
• NASS logistical overview
Informational  Pages 27-28

C  Foundation Update
Informational  Page 29

D  Report on NAfME Elections
• Voting Rates
• Approval of Candidates for Southwestern Division President-Elect
Consent

E  Report of Chair, Professional Development Committee
• Update on 2018 Grapevine National Conference
• Update on Combined 2020 Conference
• Update on All National Honors Ensembles
• USAAMB
• Mentoring Update
Informational

F  Report of NEB Liaisons
Informational  Pages 39-55

G  Report of Chair, Position Statement Committee
• Advocacy and the Music Educator
Consent  Pages 56-59

H  2017 Annual Reports – Societies and Councils (Appendix B)
Informational  Page 60

IV  Appointments
Consent  Pages 61-126
A  Council Appointments by Division
Consent  Pages 61-83
B  Council Appointments – Members-At-Large
Consent  Pages 84-98
C  General Music Today Editorial Committee
Consent  Pages 99-117
D  SRME Executive Committee
Consent  Pages 118-121
E  JRME Editorial Committee
Consent  Pages 122
F  Update Editorial Committee
Consent  Pages 123
G  SMTE Executive Committee
Consent  Pages 124
H  JMTE Editorial Committee Appointments
Consent  Pages 125-126

V  Old Business

A  List of 2018 Fall Division Board Meeting Dates
Informational  Page 127
B  List of 2019 Fall Division Board Meeting Dates
Informational  Page 128
C  List of 2018-2020 NEB Meeting Dates
Informational  Pages 129-132
D  Updating Travel Matrix for 2018-2020
Informational  Pages 133-137
E  Common Agenda Items for Division Board Meetings
• NASS 2018
• Fall 2018
Discussion  Page 138
F  Future NASS dates and locations
Informational  Page 139
VI  New Business  Action

A  Policy on Partnerships  Action  Pages 140-143

Retreat time:

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

- Representation at State/ Constituent Events
- Supporting State MEAs, with Suggestions for State Chair Positions
- Recent Diversity and Inclusion Discussions
- Future Conference Formats