



**APPROVED Minutes
National Executive Board
Virtual Meeting
September 24, 2019 – 7:00pm-9:00pm EST**

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)
Keith Hodgson, President, Eastern Division (2019-2021)
Judy Bush, President, North Central Division (2018-2020)
Scott Barnes, President, Northwest Division (2019-2021)
Dian Eddleman, President, Southern Division (2018-2020)
Mike Quilling, President, Southwestern Division (2019-2021)
Marc E. Greene, Immediate Past President, Eastern Division (2019-2021)
Michael Raiber, Immediate Past President, Southwestern Division (2019-2021)

II Staff Members Present

Michael Blakeslee NAFME Executive Director
Chris Woodside, NAFME Chief Operating Officer
Chaudlier Moore, NAFME Chief Financial Officer
Adriane Darvishian, NAFME Director of Strategic Governance Engagement
Kim Henry, NAFME Executive Assistant & Board Liaison

III Observers Present

Karen Salvador, President-Elect, North Central Division (2018-2020)
Sonja Williams, President-Elect, Southern Division (2018-2020)
Sue Barre, President-Elect, Eastern Division (2019-2021)
Tom Muller, President-Elect, Northwest Division (2019-2021)
Anne Dawson, President-Elect, Southwestern Division (2019-2021)

IV Call to Order

President Kathleen D. Sanz called the meeting to order at 7:00 p.m. on Tuesday, September 24, 2019.

V Review and Adoption of Agenda (Appendix A)

IT WAS MOVED BY HODGSON, SECONDED BY GREENE, AND CARRIED UNANIMOUSLY TO ADOPT THE AGENDA, INCLUDING THE CONSENT AGENDA, WITH FLEXIBILITY AS DIRECTED BY THE PRESIDENT; AND TO CONFIRM THE INTERIM ACTIONS AS PRESENTED:

- CONFIRMED APPROVAL OF THE NAFME MINUTES OF THE JUNE 17-18, 2019 NEB MEETING
- APPROVAL OF COUNCIL CHAIRS-ELECT
- APPROVAL OF NAFME REPRESENTATIVE COUNCIL APPOINTMENTS – MEMBERS-AT-LARGE
 - COUNCIL FOR BAND EDUCATION MATTHEW ARAU
 - COUNCIL FOR GUITAR VIRGINIA BOYLE
- DISCONTINUATION OF THE MUSIC TEACHER EDUCATION SRIG

VI Reports

A Report of Chair, Executive Committee

IT WAS MOVED BY RAIBER, SECONDED BY BARNES, AND CARRIED UNANIMOUSLY, TO OPEN UP DISCUSSION TO THE COMMITTEE OF THE WHOLE.

President Sanz led a review of the current work on Diversity, Equity, Inclusion and Access, and the Standards. President Sanz provided an update of the Cook Ross work since National Assembly. Cook Ross led five focus groups of different audiences at National Assembly, and three surveys have been completed and are currently being reviewed. The results of these activities, along with a review of NAFME documentation, will be presented to the board at the November 2019 NEB meeting.

President Sanz provided the board the list of names of the Audit Committee and informed the board the auditors were on site at the office beginning their field work. The audit will be reviewed by the Audit Committee and the Executive Committee. The audit will then be presented to the NEB with a recommendation.

IT WAS MOVED BY HODGSON, SECONDED BY RAIBER, AND CARRIED UNANIMOUSLY TO APPROVE NAMES SUBMITTED FOR THE AUDIT COMMITTEE:

- JOHN COMBS, NORTHWEST DIVISION IMMEDIATE PAST PRESIDENT
- RENEE SHANE-BOYD, WESTERN DIVISION PRESIDENT-ELECT
- EARL FRANKS, CHIEF EXECUTIVE OFFICER, NAESP

President Sanz reviewed the request from the SRME Executive Committee to discontinue the Music Teacher Education SRIG. Both SRME and SMTE have had ongoing discussions with the SRIG Chair before coming to this decision. It was determined there was considerable overlap of the current work with the SRIG and SMTE. This recommendation is being made to stay in compliance with the existing policy. This request was approved on the consent agenda. See page 2.

President Sanz reviewed the recent meetings of the President’s Cabinet that took place during National Assembly and a week before the September NEB meeting. At the June President’s Cabinet meeting, the Society and Council Chairs were tasked with identifying individuals in each Society and Council who have expertise in teaching music education

through technology and teaching music education through diversity, inclusion, equity, and access. The Chairs were also asked to provide the names of other associations or groups in their area of influence with whom we might want to work. It was also requested the Chairs provide the current goals each Society and Council has been discussing. President Sanz requested the NEB review the current list of other associations and groups and provide any others that may not be on the list now. The board will consider how best to work with these other associations and groups to align our work. The board also discussed where to classify mariachi and asked the Society and Council Chairs to provide feedback to that question. President Sanz informed the board there would be more information on the proposal of council awards at the November NEB meeting.

President Sanz led a discussion on the proposed NAFME policy changes for:

- Engagements with Commercial Partners

President Sanz informed the board that the Executive Committee was reviewing the feedback received from the lawyer. This policy change will be discussed at the November NEB meeting.

- Internal Communication

President Sanz led a discussion on the proposed Internal Communication policy revisions. This topic has been discussed at each Division Meeting to date and the feedback has been positive to have a policy outlining internal communications between NAFME and the state leaders.

IT WAS MOVED BY QUILLING, SECONDED BY EDDLEMAN, AND CARRIED UNANIMOUSLY TO APPROVE THE I.A.8 INTERNAL COMMUNICATIONS POLICY AS PRESENTED.

- Collegiate Voting

President Sanz reviewed the current discussions on the proposed bylaw changes for Collegiate membership. This topic has been discussed throughout the past twelve months, as well as at each Division Meeting to date and the feedback has been taken into consideration. There are two questions before the board regarding Collegiate membership:

1. Eligibility: Collegiate membership shall be open to music students in teacher education programs or related programs at the college or university level who are not employed full time as teachers;
2. Privileges: Collegiate chapter members shall have the same privileges as active members except the right to hold elective office.

The board will consider these questions at the November NEB meeting, after all Division meetings have occurred and Division Presidents are able to report to the board the consensus from each Division.

B Report of Executive Director

Executive Director Mike Blakeslee highlighted, as requested by the NEB, a few items from the consolidated management report classified by the four strategic objectives. Mr. Blakeslee noted all reports are provided in the board book for the NEB to review and ask questions or provide comments as needed.

Mr. Blakeslee reported the audit was currently underway. Unaudited estimates show that, even with non-budgeted expenditures approved by the board in technology, support for leadership, Cook Ross, and 2021 conference contract cancellation fees, the overall budget is in good shape. Total Association assets have grown by \$2.5 million. Total Association liabilities have decreased by approximately \$31,000. The audited financials will be presented to the board at the November meeting.

Mr. Blakeslee provided an overview of the government relations work.

- Title IV-Appropriations Update

Congress plans to finish the appropriations process before the end of the fiscal year. A continuing resolution is expected to be voted on. Timing on passage of education appropriations in the Senate remains unclear. NAFME issued a call-to-action to members in August to encourage outreach to members of Congress.

- National Assessment of Educational Progress (NAEP)

The National Assessment Governing Board (NAGB) announced in July it will eliminate the arts assessment of the NAEP, known as the “Nation’s Report Card”. Arts assessments have been included for over four decades, and the decision to remove them was made without input from the field. This runs counter to supporting a well-rounded education as defined by ESSA. NAFME is working with the other assessments that were eliminated to reinstate these well-rounded subjects.

- State and Local Advocacy

All 50 states now have an ALF representative. The next quarterly webinar at the end of October will focus on using Title IV-A updates to support music programs.

Mr. Blakeslee provided an update on technology. The launch of the new system occurred on July 25, 2019. Considerable extra resources have been utilized to continue to fix items in the system that have come up after testing and launch. Staff has been trained and re-assigned to assist as needed, and a vendor has been contracted for further assistance.

Mr. Blakeslee reviewed the updates to the membership campaign per the request of the NEB for more clarity and details on timing and how this campaign would work with the state MEAs. The membership campaign will begin in October 2019. This will assist in

obtaining the members who have not yet renewed for this school year, and in gathering new members.

C Report of Chair, Professional Development Committee (PDC)

Immediate Past President Denese Odegaard provided an update on the 2019 conference. There was a different application process this year that required new criteria as part of the application. There are 391 attendees completed in the registration system, and over 200 more pending. There are 17 corporate sponsored sessions.

Immediate Past President Odegaard provided an update on the 2020 conference. The call for proposals for the researcher/practitioner collaborative sessions is now out. The conference is titled, "Conference 2020: Bringing the Future into Focus". The collaborative research session had 59 proposals, of which 12 were accepted.

Immediate Past President Odegaard provided an update on the upcoming All National Honors Ensembles (ANHE) events. The plan for the 2019 ANHE are well underway. ANHE Chair Scott Sheehan, and staff, are working with the recording company to secure the rights for the recordings of the concerts. In preparation for the 2022 ANHE event, Chair Sheehan, Western Division Immediate Past President Russ Sperling, and staff completed a site visit to multiple venues in San Diego, CA to begin work on that event. Dates for the future planned ANHE events have been provided:

- November 7 – 10, 2019 at the Gaylord Palms in Orlando, FL (with National Conference)
- November 5 – 8, 2020 at the Gaylord Palms in Orlando, FL (with National Conference)
- January 2 – 5, 2022 at the Town & Country Conference Center in San Diego, CA (stand-alone event)
- November 3 – 6, 2022 at the Gaylord National in National Harbor, MD (with National Conference)

Immediate Past President Odegaard provided an update on the mentoring program with New Teacher Center. The program is continuing with three of the five original school districts; Philadelphia, New York City, and Charlotte-Mecklenburg. There were 33 first year mentors, with 16 returning for a second year. A micro credential was offered in the first year, and six individuals pursued that option. The mentor program work with SMTE has begun. Immediate Past President Odegaard and staff have met with the Supporting Beginning Music Teachers ASPA to finalize a timeline. Updates will be provided to the board.

VII Appointments

A Chairs-Elect

Approved in the consent agenda. See page 2.

B Council Appointments – At-Large Members

Approved in the consent agenda. See page 2.

VIII Old Business

A List of 2019-2020 Fall Division Board Meeting Dates

President Sanz reviewed the dates for the 2019-2020 Fall Division Board Meetings. Staff requests the Division Presidents provide the dates for their 2020 Fall Meetings, as well as start and end times to better facilitate planning travel.

B List of 2018-2020 NEB Meeting Dates

President Sanz reviewed the dates for the 2018-2020 NEB Meetings.

C Updating Travel Matrix for 2018-2020, 2020-2022

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.

IX New Business

A Teaching Music Inserts

President Sanz requested the NEB review the suggestions provided by the Teaching Music Advisory Committee. This will be discussed further at the November board meeting.

B Repertoire Task Force/Committee

President Sanz discussed with the board an opportunity to form a committee to focus on the topic of repertoire and bring together groups within NAFME and outside NAFME. This committee would lead the discussion on repertoire that is critical to the profession and important to the field. Southwestern Division Immediate Past President Mike Raiber noted this would be a conversation in terms of inclusivity and diversity, versus a conversation on craft and compositional value. This will be further discussed at the November board meeting.

X Adjournment

IT WAS MOVED BY GREENE, SECONDED BY HODGSON, AND CARRIED UNANIMOUSLY TO ADJOURN THE NATIONAL EXECUTIVE BOARD MEETING ON TUESDAY, SEPTEMBER 24, 2019 AT 8:18 P.M.

Respectfully Submitted,



Mike Blakeslee, Executive Director

Summary and notes formally taken by Kim Henry, Executive Assistant and Board Liaison



**National Executive Board Agenda
Tuesday, Sept. 24, 2019
Virtual Meeting, 7:00pm-9:00pm EASTERN**

I	Review & Adoption of Agenda		
	Confirm Interim Actions		
	• Approval of the Minutes of the June 17-19, 2019 NEB Meeting	Consent	Page 1-2
	Confirm the Consent Agenda		Page 3
	• Approval of NAFME Role Based Councils Appointments – Chairs-Elect	Consent	
	• Approval of NAFME Representative Council Appointments – Members-At-Large	Consent	
	• Discontinuation of the Music Teacher Education SRIG	Consent	
II	Reports		
	A Report of Chair, Executive Committee		Page 4
	• Update on Diversity, Equity, Inclusion and Access	Discussion	
	○ Cumulative List of Actions		Page 5-14
	○ Report on Cook Ross Initiative		
	• Update on Standards	Informational	Page 15-21
	• Division Reports	Informational	Page 22
	• Audit Committee	Informational	Page 23-24
	• Discontinuation of the Music Teacher Education SRIG	Consent	Page 25
	• Recommendations from President’s Cabinet	Informational	Page 26
	○ Goals, Representatives, External Organizations		Appendix A
	○ Council Awards		
	• Policies		Page 27
	○ Commercial Partners	Informational	Appendix B1, B2
	○ Internal Communication	Action	Appendix C
	○ Collegiate Voting (bylaw change)	Action	Page 28-32
	B Report of Executive Director/CEO		Page 33
	• Q4 Consolidated Report	Informational	Appendix D
	• Management Reports		
	○ July, August Monthly Management Reports	Informational	Page 34-45
	• Summary of Actions & Follow-up	Informational	Page 46-50
	• Financial Reports	Informational	Page 51-52

	• Comparative Membership Report	Informational	Page 53
	• Government Relations/Legislative Update	Informational	Page 54-55
	• Technology Update	Informational	
	• Membership Campaign Plan	Informational	Page 56-59
	• Student Composition Contest Winners	Informational	Page 60
C	Report of Chair, Professional Development Committee		Page 61
	• Review of 2019 Kissimmee National Conference	Informational	
	• Update on Combined 2020 Conference	Informational	
	• Update on ANHE	Informational	
	• Mentoring Update	Informational	
III	Appointments		
A	Council Appointments – Chairs-Elect	Consent	Page 62-64
B	Council Appointments – At-Large Members	Consent	Page 65-69
IV	Old Business		
A	List of 2019-20 Fall Division Board Meeting Dates	Informational	Page 70
B	List of 2018-2020 NEB Meeting Dates	Informational	Page 71-74
C	Updating Travel Matrix for 2018-2020, 2020-2022	Informational	Page 75-86
V	New Business		
A	Teaching Music Inserts	Informational	Page 87-90