I  Board Members Present

  Kathleen D. Sanz, NAfME President (2018-2020)
  Mackie V. Spradley, NAfME President-Elect (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)
  Samuel Tsugawa, President, Western Division (2018-2020)
  Marc E. Greene, Immediate Past President, Eastern Division (2019-2021)
  Leyla Sanyer, Immediate Past President, North Central Division (2018-2020)
  John Combs, Immediate Past President, Northwest Division (2019-2021)
  Sara Womack, Immediate Past President, Southern Division (2018-2020)
  Michael Raiber, Immediate Past President, Southwestern Division (2019-2021)
  Russ Sperling, Immediate Past President, Western Division (2018-2020)

II  Staff Members Present

  Michael Blakeslee NAfME Executive Director/CEO
  Chris Woodside, NAfME COO
  Chaudlier Moore, NAfME CFO (Session I)
  Kim Henry, NAfME Executive Assistant & Board Liaison

III  Observers Present

  Sue Barre, President-Elect, Eastern Division (2019-2021)
  Karen Salvador, President-Elect, North Central Division (2018-2020)
  Tom Muller, President-Elect, Northwest Division (2019-2021)
  Sonja Williams, President-Elect, Southern Division (2018-2020)
  Renee Shane-Boyd, President-Elect, Western Division (2018-2020)

   **Session I, Monday Morning, June 17, 2019**

IV  Call to Order

President Kathleen D. Sanz called the meeting to order at 8:31 a.m. on Monday, June 17, 2019 in the Fairchild Room, Washington Hilton, Washington, DC.
V Review and Adoption of Agenda (Appendix A)

It was moved by Combs, seconded by Hodgson, and carried unanimously to adopt the agenda with flexibility as directed by the President, and confirm the interim actions as presented:

- Confirmed approval of the NAfME minutes of the May 21, 2019 NEB meeting
- Approval of North Central Division Nominating Committee
  - Brian Saylor (ND)
  - Richard Tengowski (WI)
- Approval of Southern Division Nominating Committee
  - James Dougherty (NC)
  - John K. Southall (FL)
- Approval of Western Division Nominating Committee
  - Scott Hedgecock (CA)
  - Rhonda Rhodes (UT)
- Approval of Council Chairs-elect
- Approval of NAfME representative council appointments by division
  - **Collegiate Advisory Council**
    - North Central Division: Penny Dimmick, IN
    - Southern Division: Sandie Goldie, VA
    - Western Division: Kim Mieder, CA
  - **Council for General Music Education**
    - North Central Division: Emily Maurek, IN
    - Southwestern Division: Michelle M. White, LA
  - **Council for Guitar Education**
    - North Central Division: Josh Austin
    - Southern Division: Kevin Vigil, VA
    - Western Division: Darin Au, HI
  - **Council of Music Program Leaders**
    - North Central Division: Ann Davis, NE
    - Southern Division: Annamarie Bollino, VA
    - Western Division: Mike Stone, CA
  - **Council for Orchestral Education**
    - North Central Division: Hannah Muehlbauer, WI
    - Southern Division: LaSaundra Booth, NC
    - Western Division: Matt Mulvaney
  - **Council for Music Honor Society**
    - North Central Division: Mark Lakmann, WI
    - Southern Division: Anna Laura Williams, TN
  - **Council for Choral Education**
    - Western Division: Roger Hale, UT
  - **Council for Innovations Education**
    - North Central Division: Jessica Shaw, IN
    - Southern Division: David Williams
    - Western Division: Chuck Hulihan
  - **Council for Jazz Education**
    - North Central Division: Bethany Robinson
    - Southern Division: David Albert, NC
    - Western Division: Miles Yoes
  - **Council for Music Composition**
    - North Central Division: Cynthia Van Mannen
    - Southern Division: Bruce Hammel, VA
• APPROVAL OF NAFME REPRESENTATIVE COUNCIL APPOINTMENTS – MEMBERS-AT-LARGE
  o COUNCIL FOR BAND EDUCATION
    • WESTERN DIVISION: ALEX KOOPS, CA
    • NORTH CENTRAL DIVISION: WENDY HIGDON, IN
    • SOUTHERN DIVISION: RICHARD HOLMES, NC
    • WESTERN DIVISION: NORM DEA
  o COUNCIL FOR CHORAL EDUCATION
    • NORTH CENTRAL DIVISION: SUSAN VOLLBRECHT
    • SOUTHERN DIVISION: LYNN BABCOCK, VA

VI Reports

A Report of Chair, Executive Committee

IT WAS MOVED BY QUILLING, SECONDED BY EDDLEMAN, 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. The board discussed the requirement of a member of each Society and Council to do the work of diversity, equity, inclusion and access. The questions included how is that individual identified, how is that individual supported, what exactly is the diversity, equity, inclusion and access work coming out of the Societies and Councils? President Sanz informed the board these items would be discussed at the next meeting of the President’s Cabinet and the board would receive a report out from that conversation.

President Sanz led a review of the role of Cook Ross at National Assembly. Cook Ross would be leading five focus groups of different audiences at National Assembly, as well as providing a fifteen minutes overview to the attendees at National Assembly from the plenary stage. This overview was scheduled to occur before the Division Meetings took place.

President Sanz led a discussion of division updates that included a proposal from the Tennessee MEA requesting a dues waiver. This request came to the board previously and was discussed at length. The questions raised at that time were presented to the President of the Tennessee MEA, Lafe Cook, to address and provide further details in order for the board to make a decision on this proposal. After further discussion of this
proposal, the board agreed to send this request to the Building Capacity Task Force for further review.

*IT WAS MOVED BY GREENE, SECONDED BY BARNES, AND CARRIED UNANIMOUSLY, TO SEND THE TENNESSEE MEA PROPOSAL FOR A DUES WAIVER TO THE BUILDING CAPACITY TASK FORCE FOR FURTHER REVIEW.*

Eastern Division President Keith Hodgson indicated this was the first time in years that the entire Eastern Division would be represented at National Assembly with both the European MEA and the DC MEA in attendance.

Southwestern Division President Mike Quilling led a review of the upcoming Southwestern Division Collegiate Summit in July 2019. The Summit exceeded its cap on attendees and has representation from each state in the Division. This Summit will likely occur on a biennial basis and may be opened up to other Divisions for Collegiates.

Southern Division President Dian Eddleman noted there were three attendees from Louisiana MEA at National Assembly for the first time.

Western Division President Samuel Tsugawa recapped the recent Western Division Leadership Summit. There were twenty attendees over two days of training for another successful year.

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

- **Engagements with Commercial Partners**

  President Sanz led discussion of the Engagement with Commercial Partners policy revision suggestions. It was confirmed that legal counsel had reviewed the draft policy language and had provided further edits. The Executive Committee of the NEB will review these suggested edits and present to the NEB at the September 2019 meeting.

- **Internal Communication**

  President Sanz led a discussion on the proposed Internal Communication policy revisions. The NEB determined this topic should be discussed at the upcoming Division Meetings at National Assembly and be placed on the common agenda for those meetings.

**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 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.

Mr. Blakeslee asked NAfME COO, Chaudlier Moore, to provide an update on the current finances of the organization. Mr. Moore reported ongoing work and cleanup on systems and processes. The organization has a healthy balance sheet with great investment strategies in place. A new accounting system will soon be in place and will assist in continuing improvement in the accounting structure of the organization.

Mr. Blakeslee provided an update on technology. Extensive meetings with the State Executives are being held at National Assembly. The Technology Task Force meetings that began at National Assembly in 2018 have continued through the year and are helping to shape the program as it is being built. The State Executives will see the current status of the system at National Assembly. The current data is being cleansed in preparation to move to the new system. There is constant communication between NAfME and the states as the system is being built so all needs can be addressed.

C Report on NAfME Elections

President Sanz led a review of the new policy changes with regard to campaigning and use of social media for national and division candidates. The board discussed what these changes could also mean for collegiate voting. It was determined that Division Presidents would add this topic to the common agenda items to be discussed at June Division Meetings and results of that conversation would be reported back to the NEB. Western Division President Sam Tsugawa informed the board the Western Division was going to review their own election and campaign procedures to try and increase voting participation. Western Division President Sam Tsugawa also reported to the board that California was moving forward with an initiative to include Collegiate voting in the state.

D Report of Position Statement Committee

President-Elect Mackie V. Spradley lead the discussion about the work of the Committee. The Committee has focused on transitioning previous statements into the new format in order to get them approved for posting. The Sacred Music Position Statement is currently being re-written. The Committee plans to have specialists work on various white papers and resources, and Southwestern Division Immediate Past President Mike Raiber will write a Code of Ethics.

Mr. Chris Woodside presented the arts education ecosystem idea that the Position Statement Committee is proposing. This could be a valuable resource once it is determined what drives NAfME. President-Elect Spradley posed a question to the board of the value and quality of arts education or music education. There was much discussion amongst the board. These conversations will continue during President-Elect Spradley’s sessions at National Assembly.

E Report of Chair, Professional Development Committee (PDC)
Co-Chair Michael Raiber provided an update on the 2020 combined 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”. Co-Chair Raiber requested the Division Presidents push out information on the new format for the practitioner/researcher call. The Committee also participated in a successful site visit to finalize planning for the conference.

President Sanz provided an update on the All National Honor Ensembles to be held in January 2022. Staff is in negotiations with a venue to hold the event the first week of January 2022. A site visit will be planned to the venue to determine final planning for the event. Western Division Immediate Past President Russ Sperling provided further logistical details about the venue and the surrounding area of San Diego. Staff will continue to update the board.

**F  Report of NEB Liaisons**

President Sanz asked the board liaisons to provide any points for discussion that has been brought to them from the Societies and Councils. Southern Division Immediate Past President Sara Womack reported the Guitar Council requested the NEB to consider if they could increase the members-at-large on the council by one. The current policy states three members-at-large to be appointed for each council.

*IT WAS MOVED BY WOMACK, SECONDED BY EDDLEMAN, AND CARRIED UNANIMOUSLY, TO APPROVE A ONE-TIME VARIANCE FOR THE NUMBER OF MEMBERS-AT-LARGE ON THE GUITAR COUNCIL FOR THE UPCOMING TERM, ALLOWING ONE ADDITIONAL MEMBER-AT-LARGE.*

Southern Division Immediate Past President Sara Womack reported the Guitar Council requested the NEB to create a process and an award to be given by the Guitar Council. President Sanz informed the board this would be discussed at the President’s Cabinet Meeting to obtain their input on the question, and the results would be reported back to the NEB.

President Sanz recessed the NEB at 12:00 p.m. for lunch. Following the lunch recess, the meeting was called back to order at 1:00 p.m.

**Session II, Monday Afternoon, June 17, 2019**

**G 2019 Annual Reports – Societies and Councils**

President Sanz requested the board review the 2019 Annual Reports from the Societies and Councils.

**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.

C Council Appointments – by Division

Approved in the consent agenda. See page 2.

VIII Old Business

A List of 2019 Fall Division Board Meeting Dates

President Sanz reviewed the dates for the 2019 Fall Division Board Meetings. Staff will be providing the Division Presidents with materials 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. President Sanz asked the Division Presidents to provide start and end times for the Division meetings 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

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.

D National Assembly 2019

President Sanz led a review of the current schedule for National Assembly. President Sanz reviewed the plan for the chat sessions with the Societies and Councils Chairs and NEB Liaisons. The Societies and Councils Chairs will plan to provide a report to the NEB on the discussions from the chat sessions.

IX New Business

A Common Agenda Items

President Sanz reviewed the Division Meeting Common Agenda for NASS 2019:

- Collegiate Voting
- Internal Communications Policy
- Update on Position Statements Committee work
- Task Force on Investments
- Changes to the Election Policy
• Diversity, equity, inclusion, and access issues to modern band and any other All National Honor Ensembles

The NEB asked for this agenda to be sent to Division Presidents in advance of the Division Meetings at National Assembly.

President Sanz reviewed the Division Meeting Common Agenda for the Fall Division Meetings:

• Call for questions for candidate town hall at National Conference
• Sharing membership voting statistics
• Internal Communications Policy
• Task Force on Investments
• Determine who represents the Divisions on the Societies and Councils

B  Report of Building Capacity Task Force

President Sanz led a review of the materials provided to the NEB. President Sanz asked that any questions be directed to Immediate Past President Denese Odegaard, Chair of the Task Force.

C  Eastern Division Proposal for 2023 Division Conference

President Sanz reviewed the proposal from Eastern Division President Keith Hodgson for the location of the 2023 Eastern Division Conference.

It was moved by Hodgson, seconded by Greene, and carried unanimously, to accept the proposal for an Eastern Division conference to be held in Rochester, NY in April 2023.

D  Request by DCMEA for Line of Credit

President Sanz reviewed the proposal from Eastern Division President Keith Hodgson for a line of credit for DCMEA, similar to the request that was confirmed previously for CAMEA. DCMEA is working with staff on a plan for sustainability, procedures and Budgeting. NAFME will receive 80% of dues until the line of credit is paid back. The contract would specify these details in order to be signed and executed.

It was moved by Hodgson, seconded by Greene, and carried unanimously, that the Executive Director of NAFME be authorized (pursuant to Policy III.B.001) to enter into an agreement with the District of Columbia Music Educators Association, making a revolving line of credit of up to $20,000.00 available to DCMEA.

The Board went into a Retreat Session from 1:59 p.m.-4:24 p.m. to study, review and discuss specific topics. No actions were taken during the Retreat Session.
President Sanz recessed the National Executive Board at 4:24 p.m. to reconvene at 9:00 a.m. on Tuesday, June 18, 2019.

Session III, Tuesday Morning, June 18, 2019

The Board went into a Retreat Session from 9:00 a.m.-11:20 a.m. 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 11:20 a.m.

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

President Sanz led a review of the board discussion during retreat time about the future of NAfME conferences.

IT WAS MOVED BY SPERLING, SECONDED BY RAIBER, AND CARRIED UNANIMOUSLY, TO APPROVE THAT NAfME NOT PRODUCE ADDITIONAL FULL, COMPREHENSIVE NATIONAL CONFERENCES THROUGH THE YEAR 2025, AND RECOMMEND TO FUTURE BOARDS NOT TO PRODUCE NATIONAL CONFERENCES, GIVEN PAST MAJOR FINANCIAL LOSSES AND LACK OF IMPACT.

VI Reports (cont.)

D Report of Chair, Position Statement Committee (cont.)

President-Elect Mackie V. Spradley led a review of the discussion of the board on the value and quality of music education as a component of the arts education ecosystem. The board was asked to provide further thoughts on this topic. The Committee was tasked with reviewing all components of the ecosystem piece for further dialogue.

President Sanz led a review of the board discussion during retreat time about the strategic planning process. It was determined that staff can begin to look into this with board input and bring back options for the September 2019 NEB meeting. It was noted that a timeline would be helpful in moving forward, as well as preparing to work with outside consultants to best determine what is needed. Staff will develop a request for proposal (RFP), and circulate to the NEB for review. The RFP will note an end goal and request a timeline and outline of steps the consultant would follow. The NEB requested that the steps include an open call from members.

President Sanz recessed the NEB at 11:48 a.m. for lunch. Following the lunch recess, the meeting was called back to order at 1:00 p.m.

Session IV, Tuesday Afternoon, June 18, 2019

The Board went into Executive Session from 1:00 p.m.-2:50 p.m. Observers and staff were asked to depart Executive Session.

X Executive Session
WITHOUT OBJECTION, IT WAS CARRIED UNANIMOUSLY TO GO INTO EXECUTIVE SESSION AT 1:00 P.M.

WITHOUT OBJECTION, IT WAS CARRIED UNANIMOUSLY TO RETURN TO REGULAR SESSION AT 2:50 P.M.

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

The National Executive Board went back into regular session at 2:50 p.m.

President Sanz reviewed the National Assembly schedule for the board.

XI  Adjournment

IT WAS MOVED BY HODGSON, SECONDED BY RAIBER, AND CARRIED UNANIMOUSLY TO ADJOURN THE NATIONAL EXECUTIVE BOARD MEETING ON TUESDAY, JUNE 18, 2019 AT 3:15 P.M.

Respectfully Submitted,

[Signature]

Mike Blakeslee, Executive Director

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

National Executive Board Agenda
Washington, DC
June 17-18, 2019

I  Review & Adoption of Agenda
  Confirm Interim Actions
  • Approval of the Minutes of the May 21, 2019
    NEB Meeting  Consent  Page 4
  Confirm the Consent Agenda
  • Approval of North Central Division Nominating Committee
    Brian Saylor (ND)
    Richard Tengowski (WI)
  • Approval of Southern Division Nominating Committee
    James Dougherty (NC)
    John K. Southall (FL)
  • Approval of Western Division Nominating Committee
    Scott Hedgecock (CA)
    Rhonda Rhodes (UT)
  • Approval of Council Chairs-Elect  Consent
  • Approval of NAfME Representative Council Appointments by Division  Consent
  • Approval of NAfME Representative Council Appointments – Members-At-Large  Consent

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

III  Reports
  A  Report of Chair, Executive Committee
    • Update on Diversity, Equity, Inclusion and Access  Discussion  Page 6-13
      ○ Cumulative List of Actions
      ○ Report on Cook Ross Initiative
    • Update on Standards  Informational  Page 14-18
    • Division Updates  Discussion
    • Policies  Page 19
      ○ Commercial Partners (Appendix A)  Discussion
      ○ Internal Communication (Appendix B)  Discussion
  B  Report of Executive Director
    • Management Reports
• May Monthly Management Report Informational Page 20-25
• Summary of Actions & Follow-up Informational Page 26-28
• Financial Reports (Appendix C) Informational
• Comparative Membership Report Informational Page 29
• Government Relations/Legislative Update Informational Page 30-31
• Technology Update Informational
• Membership Campaign Plan Informational Page 32-33

C Report on NAfME Elections
• Approval of Candidates for Division President-Elect Consent Page 34-66

D Report of Chair, Position Statement Committee Informational Page 67

E Report of Chair, Professional Development Committee
• Update on 2019 Kissimmee National Conference Informational Page 68-70
• Update on Combined 2020 Conference Informational
• Update on ANHE Informational
  ○ Approval of Additions to the List of Conductors for All National Honors Ensembles Consent
• Mentoring Update Informational

F Report of NEB Liaisons
• Guitar Council Requests Action Page 71-78

G 2019 Annual Reports – Societies and Councils (Appendix D) Informational Page 79

IV Appointments
A Chairs-Elect Consent
B Council Appointments - At-Large Members Consent
C Council Appointments - by Division Consent

V Old Business
A List of 2019 Fall Division Board Meeting Dates Informational Page 150
B List of 2018-2020 NEB Meeting Dates Informational Page 151-154
C Updating Travel Matrix for 2018-2020 Informational Page 155-159
D National Assembly (NASS) 2019 Informational Page 160-164

VI New Business
A Common Agenda Items
  • NASS 2019 Division Board Meetings Discussion Page 165
  • 2019 Fall Division Board Meetings Discussion
B Report of Building Capacity Task Force (Appendix E) Informational Page 166
C Eastern Division Proposal for 2023 Division Conference Action Page 167
D Request by DCMEA for Line of Credit Action Page 168

Retreat Discussion

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

• Advocacy: Where do we stand?
  ○ Music Educators or All Arts Educators
- Certification/alternative/non-certified
- BOCJ vs additional programs
- School choice (Charter, Private, home school, etc.)
- STEM/STEAM and Arts Integration
- In-School/out of school Programs

- Cook Ross Initiative
- Future Conferences & Events
- Strategic Plan Process