



**APPROVED Minutes
National Executive Board
Virtual Meeting
February 25, 2021 – 6:00 pm – 9:28 pm CT**

I Board Members Present

Mackie V. Spradley, NAFME President (2020-2022)
Scott Sheehan, NAFME President-Elect (2020-2022)
Kathleen D. Sanz, NAFME Immediate Past President (2020-2022)
Keith Hodgson, President, Eastern Division (2019-2021)
Karen Salvador, President, North Central Division (2020-2022)
Scott Barnes, President, Northwest Division (2019-2021)
Sonja Williams, President, Southern Division (2020-2022)
Anne Dawson, President, Southwestern Division (2020-2021)
Renee Shane-Boyd, President, Western Division (2020-2022)
Marc E. Greene, Immediate Past President, Eastern Division (2019-2021)
Judy Bush, Immediate Past President, North Central Division (2020-2022)
John Combs, Immediate Past President, Northwest Division (2019-2021)
Dian Eddleman, Immediate Past President, Southern Division (2020-2022)
Mike Raiber, Immediate Past President, Southwestern Division (2019-2021)
Sam Tsugawa, Immediate Past President, Western Division (2020-2022)

II Staff Members Present

Christopher B. Woodside, Interim Executive Director
Chaudlier Moore, Chief Financial Officer
Kim Henry, NAFME Executive Assistant & Board Liaison

III Observers

Sue Barre, President-Elect, Eastern Division (2019-2021)
Richard Tengowski, President-Elect, North Central Division (2020-2022)
Tom Muller, President-Elect, Northwest Division (2019-2021)
James Daugherty, President-Elect, Southern Division (2020-2022)
Scott Hedgecock, President-Elect, Western Division (2020-2022)

IV Call to Order

President Mackie V. Spradley called the meeting to order at 6:00 p.m. Central Time on Monday, February 25, 2021.

V Review and Adoption of Agenda (Appendix A)

IT WAS MOVED BY COMBS, SECONDED BY WILLIAMS, AND CARRIED UNANIMOUSLY TO ADOPT THE AGENDA, INCLUDING THE CONSENT AGENDA, WITH FLEXIBILITY AS DIRECTED BY THE PRESIDENT:

- *CONFIRMED APPROVAL OF THE NAFME MINUTES OF THE JAN. 25, 2021 NEB MEETING*

VI Executive Session

WITHOUT OBJECTION, IT WAS CARRIED UNANIMOUSLY TO GO INTO EXECUTIVE SESSION AT 6:05 P.M.

WITHOUT OBJECTION, IT WAS CARRIED UNANIMOUSLY TO RETURN TO REGULAR SESSION AT 7:16 P.M.

Observers were excused from executive session at 6:05 p.m. and invited to return to the regular session at 7:16 p.m.

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

The National Executive Board went back into regular session at 7:16 p.m.

It was moved by Raiber, seconded by Combs, and carried unanimously to authorize President Spradley to enter into negotiations with Christopher B. Woodside to offer him the position of Executive Director of NAFME, removing Interim from the title.

VII Reports

A Report of Chair, Executive Committee

President Spradley requested Chief Financial Officer, Chaudler Moore, provide an update to the board on the request for a line of credit with NAFME's bank, Bank of America (BoA), supported by NAFME's investment firm, Merrill Lynch. Mr. Moore reviewed the parameters of the line of credit. BoA has approved a \$2M line of credit for one year. The documents have been finalized with BoA and Merrill Lynch, after consultation with NAFME's legal counsel. The board has received the documents in order to review them, and had an opportunity for questions prior to this board meeting.

It was moved by Barnes, seconded by Bush, and carried unanimously to approve the resolutions to obtain credit for a NAFME line of credit as presented.

Mr. Moore, reviewed the financial report for the board. A summary analysis of actuals vs budget month to date and year to date was presented. January 2021 MTD numbers revealed there has been a 33% overall decline in the number of members joining or renewing NAFME during the same prior year period. Our assumptions attributed this drop off to the COVID-19 pandemic situation affecting teachers' desire and/or ability to join or renew. YTD, there has been a nearly 30% overall decline in the number of

members joining or renewing NAFME. The membership revenue budget approved by the NEB accounted for a 30% drop in membership join/renews for the fiscal year. The board inquired as to whether various state and division conferences might account for a possible increase in the number of join/renews corresponding with conference dates. Staff will review the data and report back to the board.

President Spradley requested that Mr. Moore review the dues recommendation policy with the board. Per policy, the national dues are calculated based on the most recent CPI dues index which is currently 1.4%. This allows the board to increase dues by \$2.00 for the next fiscal year if they chose to take that action. The board noted that many states link their dues actions to the action that NAFME takes with regard to the national dues. The board discussed what would be most helpful to members for this next fiscal year.

IT WAS MOVED BY GREENE, SECONDED BY EDDLEMAN, AND CARRIED UNANIMOUSLY TO MAINTAIN THE NATIONAL DUES AT THE CURRENT LEVEL FOR FY 2021-2022.

President Spradley updated the board on the request from the *Journal of Music Teacher Education (JMTE)* Editorial Committee to increase the number of committee members and to appoint an Associate Editor. The request is due to the increase in work over the past several years. These changes to policy will help ensure the committee can complete their work in a timely fashion going forward.

IT WAS MOVED BY RAIBER, SECONDED BY TSUGAWA, AND CARRIED UNANIMOUSLY TO INCREASE THE NUMBER OF JMTE EDITORIAL COMMITTEE MEMBERS AND TO APPROVE THE APPOINTMENT OF AN ASSOCIATE EDITOR BY THE EDITOR OF JMTE IN POLICY V.E.001 NAFME JURIED JOURNALS, AS PRESENTED.

President Spradley provided a report to the board on a proposed legal policy. Per policy, the board has three direct reports that include the auditor, the executive director and the attorney of record. There are existing policies in place for the review of the auditor and the executive director. Best practice recommends that the attorney of record also have a policy outlining the review of that position.

IT WAS MOVED BY COMBS, SECONDED BY RAIBER, AND CARRIED UNANIMOUSLY TO APPROVE POLICY I.A.009 ENSURING LEGAL COMPLIANCE, AS PRESENTED.

President Spradley provided an update to the board on the work of the Equity Committee and the Executive Committee in relation to the policies outlining the parameters of the national and division elections, NAFME Codified Policies I.J.001 and I.J.002. The Equity Committee and the Executive Committee separately reviewed these policies over a number of meetings and lengthy discussions in order to provide feedback to the board. The goal was to make the process more equitable. The board reviewed the redlined policies and made further suggestions to ensure equity throughout both policies.

IT WAS MOVED BY BARNES, SECONDED BY COMBS, AND CARRIED, SALVADOR ABSTAINED, TO ACCEPT THE I.J.001 NOMINATIONS PRESIDENT-ELECT, NATIONAL AND DIVISION POLICY REVISIONS, AS PRESENTED.

IT WAS MOVED BY BARNES, SECONDED BY RAIBER, AND CARRIED, SALVADOR ABSTAINED, TO APPROVE A ONE-CYCLE VARIANCE TO APPLY FOUR (4) WEEKS TO RELEVANT DEADLINES IN THE I.J.001 NOMINATIONS PRESIDENT-ELECT, NATIONAL AND DIVISION POLICY.

IT WAS MOVED BY WILLIAMS, SECONDED BY SHANE-BOYD, AND CARRIED UNANIMOUSLY TO ACCEPT THE I.J.002 CONDUCT OF ELECTIONS POLICY REVISIONS, AS PRESENTED.

President Spradley requested Interim Executive Director Christopher Woodside update the board about recent MEA activity. Mr. Woodside and Southwestern Division President Anne Dawson reviewed for the board the current situation with OKMEA. The OKMEA President requested assistance from the board after receiving a letter from members who asked to discuss the Black Lives Matter banner and statement on the NAFME website and their concerns about the Black Lives Matter organization and name having a prominent position on the NAFME website. The board had a serious discussion about how to address the request and came to a consensus that the Executive Committee would meet with the OKMEA leadership to determine the best path forward in this discussion. The board would be provided updates on this matter.

B Report of Chair, Professional Development Committee (PDC)

President Spradley asked Chair Keith Hodgson to provide a written report to the board on the recent activities of the PDC immediately following this meeting.

C Report on NAFME Elections

This item was discussed earlier in this meeting when the board took action on NAFME Codified Policies I.J.001 and I.J.002.

VIII Old Business

A 2021 Fall Division Meeting Dates

President Spradley requested to table this discussion until the next board meeting.

IX New Business

A 2022 ANHE

President Spradley requested to table this discussion until the next board meeting.

X Adjournment

IT WAS MOVED BY HODGSON, SECONDED BY GREENE, AND CARRIED UNANIMOUSLY TO ADJOURN THE NATIONAL EXECUTIVE BOARD MEETING ON THURSDAY, FEBRUARY 25, 2021 AT 9:28 P.M. CENTRAL TIME.



National Executive Board Agenda
Thursday, February 25, 2021 - 6:00 pm-8:00 pm CENTRAL
Virtual Meeting

I	Review & Adoption of Agenda Confirm the Consent Agenda <ul style="list-style-type: none"> ○ Approval of the Minutes of the Jan. 25, 2021 NEB Meeting 	Consent	Page 1-8
II	Executive Session <ul style="list-style-type: none"> ● Financial, Budget, Personnel, and Program Development Issues 	Discussion	Page 9
III	Reports		
	A Report of Chair, Executive Committee		
	<ul style="list-style-type: none"> ● Financial Reports ● Line of Credit (APPENDIX A1-7) ● Dues Recommendation ● Policy Review <ul style="list-style-type: none"> ● I.J.001 Nominations President-Elect, National and Division ● I.J.002 Conduct of Elections ● XXX.X.XXX Ensuring Legal Compliance ● V.E.001 NAFME Juried Journals (APPENDIX D) ● MEA Updates 	Informational Action Action Action Action Discussion	Page 10-20 Page 21 Page 22 Page 23 APPENDIX B1-2 APPENDIX C1-2 Page 24 Page 25
	B Report of Chair, Professional Development Committee <ul style="list-style-type: none"> ● National Music Research and Teacher Education (MRTE) 	Informational	Page 26
	C Report on NAFME Elections	Informational	Page 27
IV	Old Business		
	A 2021 Fall Division Meeting <ul style="list-style-type: none"> ● Dates ● Common Agenda Items 	Discussion Informational	Page 28
V	New Business		
	A 2022 ANHE	Discussion	Page 29-30