



**APPROVED Minutes
National Executive Board
Virtual Meeting
June 24, 2021 – 6:00 pm – 8:02 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)
Susan Barre, President, Eastern Division (2021-2023)
Karen Salvador, President, North Central Division (2020-2022)
Tom Muller, President, Northwest Division (2021-2023)
Sonja Williams, President, Southern Division (2020-2022)
Anne Dawson, President, Southwestern Division (2021-2023)
Renee Shane-Boyd, President, Western Division (2020-2022)
Keith Hodgson, Immediate Past President, Eastern Division (2021-2023)
Judy Bush, Immediate Past President, North Central Division (2020-2022)
Scott Barnes, Immediate Past President, Northwest Division (2021-2023)
Dian Eddleman, Immediate Past President, Southern Division (2020-2022)
Mike Raiber, Immediate Past President, Southwestern Division (2021-2023)
Sam Tsugawa, Immediate Past President, Western Division (2020-2022)

II Staff Members Present

Christopher B. Woodside, Executive Director
Chaudlier Moore, Chief Financial Officer
Kim Henry, NAFME Director of Governance & Administration

III Observers

Michael Brownell, President-Elect, Eastern Division (2021-2023)
Richard Tengowski, President-Elect, North Central Division (2020-2022)
Dusty Molyneaux, President-Elect, Northwest Division (2021-2023)
James Daugherty, President-Elect, Southern Division (2020-2022)
Martha Gabel, President-Elect, Southwestern Division (2021-2023)
Scott Hedgecock, President-Elect, Western Division (2020-2022)

IV Call to Order

President Mackie V. Spradley called the meeting to order at 6:04 p.m. Central Time on Thursday, June 24, 2021.

V Review and Adoption of Agenda (Appendix A)

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

- *APPROVAL OF THE MINUTES OF THE MAY 27, 2021 NEB MEETING*
- *APPROVAL OF THE NAFME WESTERN DIVISION NOMINATING COMMITTEE:*
 - *RHONDA RHODES (UT)*
 - *MICHAEL STONE (CA)*
- *APPROVAL OF CHAIRS-ELECT*
- *APPROVAL OF NAFME COUNCIL APPOINTMENTS BY DIVISION*
- *APPROVAL OF NAFME COUNCIL APPOINTMENTS – MEMBERS-AT-LARGE*
- *APPROVAL OF SMTE EXECUTIVE COMMITTEE INTERIM APPOINTMENT*

VI Reports

A Report of Chair, Executive Committee

President Spradley asked Executive Director Christopher Woodside to provide an overview of the budget process for the association. Mr. Woodside reminded the board that the association follows a one-year budget, and the Fiscal Year (FY) begins on July 1. The past FY was extraordinarily difficult and unprecedented. Mr. Woodside and Chief Financial Officer Chaudlier Moore provided the board with a “A Roadmap to Sustaining and Reimagining NAFME” document that was created at the start of the pandemic. This document outlined a series of actions the board reviewed and approved for staff to pursue to help the state affiliates and the national organization, specifically the Membership Growth Incentive Initiative. Staff has also provided the “NAfME Blueprint for a *Sound Future*” which summarizes financial controls for the association, as well as shows a transparent and accountable structure of oversight of practices and funds of the association. Mr. Woodside informed the board the Finance Committee requested a budget that reflected no deficit spending for the new FY.

President Spradley asked Mr. Woodside and Mr. Moore to provide an update on the current budget. Mr. Moore reviewed for the board the status of the two Paycheck Protection Program loans that were utilized to get NAFME through the past year; one loan has been forgiven and Mr. Moore is working with the bank to determine if the second loan will be forgiven as well. Mr. Moore also reviewed for the board the status of the National Assembly and All National Honor Ensembles (ANHE) contracts. The board requested staff negotiate a settlement on the remaining years of the National Assembly contract and those conversations are ongoing with the venue. The board requested staff negotiate a settlement on the ANHE contract in San Francisco, CA and those conversations are ongoing with the venue as well. Regarding National Assembly, the Finance Committee directed staff to cut down this budget, specifically in the areas of travel, food and beverage, event space, and lodging. In doing so, the Finance Committee was able to get to a balanced budget for FY 2021-2022. The board also discussed the 30% drop in membership during FY 2020-2021, the financial consequences of the loss of ILMEA on the upcoming FY 2021-2022, the outsourcing of

technology needs, the Membership Growth Incentive Initiative, and funds for work on Diversity, Equity, Inclusion, and Access programs in FY 2021-2022. Mr. Woodside outlined for the board what a vote in support of this budget would entail; the current in-person National Assembly contract would be cancelled with the goal of hosting a hybrid event with a scaled down policy compliant event, the overall travel and housing budget for Governance is shrunk tremendously, a new website would be created during this FY, and the staff retirement fund contribution would be increased.

Mr. Woodside also provided a review for the board of the Membership Growth Incentive Initiative. This project came out of the "Roadmap to Sustaining and Reimagining NAFME". In short, NAFME will enter into an agreement with the State MEA affiliates if the State MEA is willing to obtain new members. Discussions have occurred with and been well received by the State Executives. The board discussed how this program would work and determined this would be a pilot program for one year and could be revisited if it is found to not be accomplishing its goals. The board also discussed the need to continue to focus on non-dues revenue.

IT WAS MOVED BY SHANE-BOYD, SECONDED BY BARRE, AND CARRIED UNANIMOUSLY TO ADOPT THE PROPOSED FY 2021-2022 NAFME BUDGET.

President Spradley asked the board to review the remaining informational items on the board agenda which include the financial reports, the 2021 Annual Reports from the Societies and Councils, and a review of the Codified Policies of the Association.

B Report on NAFME Elections

President Spradley asked North Central Division Past President Judy Bush and Southwestern Division Past President Michael Raiber to depart the board meeting at 7:32pm Central Time while the board received an update on the NAFME Elections. President Spradley asked Mr. Woodside to review the election policy regarding how to handle a runoff election as this is a possibility with five candidates moving forward to the National Assembly. Mr. Woodside explained how policy outlines how to handle a runoff election to get to two final candidates to move forward from National Assembly to the January 2022 ballot.

President Spradley asked North Central Division Past President Judy Bush and Southwestern Division Past President Michael Raiber to return to the board meeting at 7:53pm Central Time following the board discussion on the NAFME Elections.

VII Appointments

A Approval of Chairs-Elect

Approved in the consent agenda. See page 2.

B Approval of NAFME Council Appointments by Division

Approved in the consent agenda. See page 2.

C Approval of NAFME Council Appointments – Members-At-Large

Approved in the consent agenda. See page 2.

D Approval of SMTE Executive Committee Interim Appointment

Approved in the consent agenda. See page 2.

VIII Old Business

A 2021 National Assembly and Fall Division Meetings

President Spradley asked the board to review the dates provided for the 2021 Fall Division Meetings.

B 2021 NAFME Transforming! National Leadership Assembly

President Spradley reviewed the scheduled for National Assembly. President Spradley requested the Division Presidents provide a brief report out on the work of the Divisions during the Roll Call portion of National Assembly.

IX Adjournment

IT WAS MOVED BY WILLIAMS, SECONDED BY MULLER, AND CARRIED UNANIMOUSLY TO ADJOURN THE NATIONAL EXECUTIVE BOARD MEETING ON THURSDAY, JUNE 24, 2021, AT 8:02 P.M. CENTRAL TIME.



**National Executive Board Agenda
Thursday, June 24, 2021 - 6:00 pm-8:00 pm CENTRAL
Virtual Meeting**

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|-----|---|---------------|-------------|
| I | Review & Adoption of Agenda | | |
| | Confirm the Consent Agenda | | |
| | ○ Approval of the Minutes of the May 27, 2021 NEB Meeting | Consent | |
| | ○ Approval of Western Division Nominating Committee – Division Presidents-Elect | Consent | |
| | ○ Rhonda Rhodes (UT) | | |
| | ○ Michael Stone (CA) | | |
| | ○ Approval of Chairs-Elect | Consent | |
| | ○ Approval of NAFME Council Appointments by Division | Consent | |
| | ○ Approval of NAFME Council Appointments – Members-At-Large | Consent | |
| | ○ Approval of SMTE Executive Committee Interim Appointment | Consent | Page 1-9 |
| II | Reports | | |
| | A Report of Chair, Executive Committee | | |
| | • Adoption of 2021-2022 Budget Appendix A1, A2, A3 | Action | Page 10 |
| | • Financial Reports | Informational | Page 11-22 |
| | • May Monthly Report | Informational | Appendix B |
| | • Bylaw Amendment | Discussion | |
| | • MEA Updates | Discussion | |
| | • 2021 Annual Reports – Societies and Councils | Informational | Appendix C |
| | • Annual review of Codified Policy of the Association | Informational | Appendix D |
| | B Report on NAFME Elections | | |
| | • NAFME Codified Policies I.J.001 & I.J.002 Appendix E1, E2 | Informational | |
| | • Approval of Western Division Nominating Committee – Division Presidents-Elect Appendix F1, F2 | Consent | Page 32 |
| III | Appointments | | |
| | A Approval of Chairs-Elect | Consent | Pages 34-36 |
| | B Approval of NAFME Council Appointments by | | |

	Division	Consent	Pages 37-39
	Appendix G		
C	Approval of NAFME Council Appointments – Members-At-Large	Consent	Pages 40-41
	Appendix H		
D	Approval of SMTE Executive Committee Interim Appointment	Consent	Page 42
IV	Old Business		
A	2021 National Assembly & Fall Division Meeting	Informational	Page 44
B	2021 NAFME Transforming! National Leadership Assembly	Informational	Pages 45-46