



**APPROVED Minutes  
National Executive Board  
Virtual Meeting  
March 29, 2022 – 6:00 pm – 8:00 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)  
Mike Raiber, Immediate Past President, Southwestern Division (2021-2023)  
Ellen Kirkbride, Immediate Past President, Western Division (2020-2022)

**II Staff Members Present**

Christopher B.L. Woodside, NAFME Executive Director  
Chaudlier Moore, NAFME Chief Financial Officer  
Kim Henry, NAFME Director of Governance & Administration  
Kristen Rencher, NAFME Director of Business Development, Strategic Initiatives, and Student Programs

**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 6:01 p.m. Central Time on Tuesday, March 29, 2022. President Spradley reviewed the meeting expectations provided to the board that would be in place for the remainder of her Presidency. The meeting norms included decorum that is outlined in policy I.K.001 Governance Code of Conduct.

#### **V Review and Adoption of Agenda (Appendix A)**

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

- APPROVAL OF JAN. 25, 2022 NEB MINUTES
- APPROVAL OF MAY 2022-MAY 2024 EQUITY COMMITTEE APPOINTMENTS

#### **VI Reports**

##### **A Report of Chair, Executive Committee**

President Spradley asked Chief Financial Officer Chaudlier Moore to provide an overview of the NAFME Audit. Mr. Moore reviewed the work of staff and the Auditor, as well as provided a review of the Audit Committee meeting. Southern Division President Sonja Williams and Northwest Division Immediate Past President Scott Barnes, who served on the Audit Committee, agreed with the overview by Mr. Moore.

*IT WAS MOVED BY BARNES, SECONDED BY HODGSON, AND CARRIED UNANIMOUSLY, TO ACCEPT THE AUDITOR'S REPORT, AND FILE THE NAFME FY 2021 AUDIT REPORT IN ACCORDANCE WITH BOARD POLICY AS PRESENTED.*

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 5.4%. 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 SALVADOR, SECONDED BY WILLIAMS, AND CARRIED UNANIMOUSLY, TO MAINTAIN THE NATIONAL DUES AT THE CURRENT LEVEL FOR FY 2022-2023.*

President Spradley asked Chief Financial Officer Chaudlier Moore to provide an overview of the finances. Mr. Moore reviewed the month to date (MTD) and year to date (YTD) expenses, revenue, and investments. The membership join/renew activity was positive overall for the month of February 2022. There was a 23% increase over the previous YTD in membership join/renew activity. Negative factors affecting membership join/renew activity included the continuing uncertainty surrounding the pandemic. Positive factors include that several states have increased in-person events, regular NAFME renewal and lapsed member activity, and the increase in Collegiate members from the previous YTD.

## **VII Old Business**

### **A National Assembly 2022**

President Spradley asked Executive Director Chris Woodside to discuss 2022 National Assembly planning with the board. Mr. Woodside provided an update for the board on the survey that was sent to all National Assembly attendees stipulated by the NAFME Bylaws. The survey was open for one month and the results were provided to the board. The survey results provided mixed responses of support for an in-person or hybrid event. Mr. Woodside noted the short turnaround time for signing a contract for the event and arranging for a hybrid event, as well as the difficulty with planning the event during the pandemic. Mr. Woodside reported on his discussions with NAFME legal counsel about liability issues during the pandemic. The board discussed the financial ramifications of increasing the attendee list beyond the audiences named in the NAFME Bylaws. The board also discussed options for mitigation if the event was held in-person as the pandemic continues.

*IT WAS MOVED BY SALVADOR, SECONDED BY HODGSON, AND CARRIED UNANIMOUSLY, TO HOLD AN IN-PERSON "SKINNY" BYLAW COMPLIANT 2022 NATIONAL ASSEMBLY IN RESTON, VA WITH HYBRID COMPONENTS.*

### **B All National Honors Ensembles**

President Spradley asked Mr. Woodside to lead the discussion about the All-National Honors Ensembles (ANHE). Mr. Woodside requested NAFME Director of Business Development, Strategic Initiatives, and Student Programs, Kristen Rencher, update the board on the planning for the ANHE event. Ms. Rencher provided an overview of the three options to move forward with planning: maintain the current planning for the event in November 2022, cancel the event, consider a virtual event and attempt to have the hotel sell back space. Ms. Rencher has had ongoing discussions with the hotel and legal counsel about these three options. The board discussed the barriers in place due to the cost to students to participate in the event and how this issue effects the future of the program and events. The board suggested how the issue of the cost of the event could be discussed with state leaders and the membership. President Spradley reminded the board that Eastern Division President Sue Barre was leading a task force on the future of ANHE events and recommended the task force take up this discussion as well.

*IT WAS MOVED BY SALVADOR, SECONDED BY HODGSON, AND CARRIED UNANIMOUSLY, TO HOLD AN ANHE 2022 EVENT AS PLANNED WHILE NOTING THAT THE COMMUNICATIONS PLAN WILL INDICATE CONSIDERATIONS OF NAFME PLANS MOVING FORWARD.*

## **VIII New Business**

### **A NAFME In-Person Events**

President Spradley led the board in a discussion of options for in-person events during the pandemic. The board discussed potential liability to the association and what NAFME legal counsel recommended, and mitigation options based on current guidance from the Centers for Disease Control (CDC) and the International Coalition Performing Arts Aerosol Study.

*IT WAS MOVED BY HODGSON, SECONDED BY BARRE, AND CARRIED, SANZ OPPOSED, TO REQUIRE A VACCINE MANDATE FOR ALL IN-PERSON EVENTS SPONSORED BY THE ASSOCIATION UNLESS THE CDC CHANGES THEIR POLICIES WITH THE ALLOWANCE OF RELIGIOUS AND/OR ADA EXEMPTIONS, BUT WILL REQUIRE A NEGATIVE PCR TEST PRIOR TO ARRIVAL ONSITE AND THEN A DAILY RAPID TEST FOR EACH SUBSEQUENT DAY OF ATTENDANCE.*

**B NAFME Strategic Plan**

President Spradley reviewed her timeline for the board regarding the work of the Strategic Plan. The board will receive the Strategic Plan to review in time for the May 2022 board meeting.

**IX Adjournment**

*IT WAS MOVED BY WILLIAMS, SECONDED BY HODGSON, AND CARRIED UNANIMOUSLY TO ADJOURN THE NATIONAL EXECUTIVE BOARD MEETING ON TUESDAY, MARCH 29, 2022, AT 9:26 P.M. CENTRAL TIME.*



**National Executive Board Agenda  
Tuesday, March 29, 2022 - 6:00 pm-8:00 pm CENTRAL  
Virtual Meeting**

Review & Adoption of Agenda

Confirm the Consent Agenda

- |  |         |       |
|--|---------|-------|
| • Approval of Jan. 25, 2022 Minutes<br>1-8                       | Consent | Pages |
| • Approval of May 2022-May 2024 Equity<br>Committee Appointments | Consent |       |

**Suggested Motion:** Move to adopt the agenda including the consent agenda with flexibility as directed by the President as presented.

Topics

- |  |               |             |
|--|---------------|-------------|
| • Meeting Expectations   | Informational | Pages 9-10  |
| • Financial Report   | Informational | Pages 11-23 |
| • NAFME Audit<br>27, Appendix A  | Action        | Pages 24-   |
| <b>Suggested Motion:</b> Moved and seconded by the Executive Committee at the suggestion of the Audit Committee to accept the Auditor’s report and file the NAFME FY 2021 Audit report in accordance with Board policy as presented. |               |             |
| • NAFME Dues Recommendation  | Action        | Page 28     |
| <b>Suggested Motion:</b> Move to maintain the national dues at the current level for FY 2022-2023.   |               |             |
| • February 2022 Monthly Report<br>Appendix B   | Informational | Appendix B  |
| • National Assembly 2022   | Action        |             |
| • NASS Survey Results<br>29-31, Appendix C   | Informational | Pages       |
| <b>Suggested Motion:</b> The recommended board action is to move to approve the format for the 2022 National Assembly event.   |               |             |
| • ANHE Nov. 2022   |               |             |
| ○ Future of ANHE Committee<br>32-33  | Discussion    | Pages       |
| ○ NAFME All-State Honor Choir Assessment<br>Task Force   | Informational | Pages 34-35 |
| • Equity Committee Update  |               |             |
| • I.G.004 – Equity Committee Policy – REDLINE  | Informational | Pages 36-41 |
| • May 2022-May 2024 Equity Committee<br>Appointments   | Consent       |             |

- NAFME Strategic Plan Update Informational Page 42
- SMTE Update
  - Draft Policy: SMTE Biennial Symposium on Music Teacher Education Informational Pages 43-44
  - III.A.001 NAFME Budget Policy – REDLINE Informational Pages 45-46
- NAFME Elections
  - January 2022 Election results Informational Pages 47-48
  - Timeline for Division Nominating Committee Informational Page 49
- Reports of the NEB Liaisons Informational Pages 50-61

- **Suggested Motion:** Move to adjourn the NEB meeting on Tuesday, Jan. 25, 2022.