



**APPROVED Minutes
National Executive Board
September 26, 2023 – 7:04 p.m. – 9:39 p.m. ET
Virtual Meeting**

I Board Members Present

Scott R. Sheehan, NAFME President (2022-2024)
Deb Confredo, NAFME President-Elect (2022-2024)
Mackie V. Spradley, NAFME Immediate Past President (2022-2024)
Michael Brownell, President, Eastern Division (2023-2025)
Rich Tengowski, President, North Central Division (2022-2024)
Dusty Molyneaux, President, Northwest Division (2023-2025)
James Daugherty, President, Southern Division (2022-2024)
Martha Gabel, President, Southwestern Division (2023-2025)
Scott Hedgecock, President, Western Division (2022-2024)
Sue Barre, Immediate Past President, Eastern Division (2023-2025)
Karen Salvador, Immediate Past President, North Central Division (2022-2024)
Tom Muller, Immediate Past President, Northwest Division (2021-2023)
Sonja Williams, Immediate Past President, Southern Division (2022-2024)
Anne Dawson, Immediate Past President, Southwestern Division (2021-2023)
Renee Shane-Boyd, Immediate Past President, Western Division (2022-2024)
David Brown, President-Elect, Eastern Division (2023-2024)
Kim Bruguier, President-Elect, North Central Division (2022-2024)
Joe Dyvig, President-Elect, Northwest Division (2023-2025)
Michael Stone, President-Elect, Western Division (2022-2024)
Alice Hammel, National Executive Board Member (2022-2024)
Lenora Helm Hammonds, National Executive Board Member (2022-2024)

II Staff Members Present

Christopher B.L. Woodside, NAFME Executive Director
Chaudlier Moore, NAFME Chief Financial and Administrative Officer
Kim Henry, NAFME Chief of Staff and Governance Relations
Amanda Karhuse, Assistant Executive Director, Advocacy and Public Policy

III Call to Order

President Scott R. Sheehan called the meeting to order at 7:06 p.m. Eastern Time on Tuesday, September 26, 2023.

IV Review and Adoption of Agenda (Appendix A)

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

- APPROVAL OF AUGUST 13, 2023 NEB MINUTES
- APPROVAL OF AUGUST 31, 2024 NEB MINUTES
- APPROVAL OF NEB LIAISONS
- APPROVAL OF NAFME COUNCIL INTERIM APPOINTMENTS BY DIVISION
 - BAND COUNCIL *NORTHWEST DIVISION: EVAN BRADLEY, WY*
 - ORCHESTRA COUNCIL *EASTERN DIVISION: EMILY SCHAAD, NY*

V Reports/Ongoing Business

A Report of Chair, Executive Committee

President Sheehan led the board in discussion about the National Assembly 2024 RFP process. President Sheehan reminded the board of the feedback from the 2023 National Assembly survey results and noted the RFP process was taking this feedback into consideration with regard to location and proximity to the Metro. The RFP was open from August 18-September 8, 2023. After consulting with seventeen local hotels in the MD/DC/VA area, the board was presented with the top six hotels divided into two tiers for consideration. The tiers were presented in order of availability, location, and cost. As the board discussed the options, President-Elect Deb Confredo noted there would be consideration to schedule National Assembly 2024 to end a day earlier than in 2023 and to attempt to schedule Hill Day while Congress was in session.

IT WAS MOVED BY MOLYNEAUX, SECONDED BY BARRE, AND CARRIED UNANIMOUSLY TO AUTHORIZE STAFF TO NEGOTIATE WITH THE 2 HOTELS IDENTIFIED BY THE BOARD FOR THE MOST ADVANTAGEOUS CONTRACT FOR NATIONAL ASSEMBLY 2024 BASED ON DATE AVAILABILITY AND COST.

President Sheehan reviewed for the board the draft Music Teacher Profession Advisory Board policy. President-Elect Confredo discussed with the board the meetings that had been held to date with NAFME constituencies, Council of Music Program Leaders, Advocacy Leadership Force, and the Music Education Policy Roundtable. During these meetings, President-Elect Confredo shared a padlet of ideas detailing how to go through the implementation phase of the MTPI Blueprint. The goal is for multiple ideas to be carried into the future, to have one person from every state think about how to connect with the state MEAs on this and carry the work forward with these constituencies. The board was asked to provide any feedback about the draft policy for further review and discussion to President Sheehan, President-Elect Confredo, and Executive Director Chris Woodside, following this meeting in preparation for the October 2023 NEB Retreat.

President Sheehan asked Chief Financial and Administrative Officer Chaudler Moore to provide an overview of the finances. Mr. Moore informed the board there is little activity in the first month of the fiscal year, July 2023. Mr. Moore reviewed the year end financials for fiscal year 2022-2023. It was noted that membership numbers had 7% growth in the year following the pandemic.

Mr. Moore led the board in a discussion regarding the potential adoption of a 2-year budget cycle. Mr. Moore stated that this change, reverting to the Association's pre-COVID-19 budget policy, would be in the best interest of NAFME. During the COVID-19 years, NAFME displayed fiscal "conservation" and adopted a policy allowing for an annual budget. Post COVID-19, NAFME revenues and financial position have recovered and are near or at pre-COVID-19 numbers. In addition, a bi-annual budget will allow NAFME Governance and staff the following:

- to align its initial budgeting process to directly coincide with the incoming board President's term;
- save governance and staff at least 500 hours of budget preparation and presentation;
- to conduct extended planning with vision (beyond 12 months);
- an opportunity to reforecast (in real time) should financial position or new programmatic opportunities arise;

The board highlighted the association's commitment to transparency in the NAFME budget process as well as the thorough nature of staff regarding financials. The board agreed that such transparency will continue to be a hallmark of NAFME budgeting in this new 2-year model.

IT WAS MOVED BY SALVADOR, SECONDED BY TENGOWSKI, AND CARRIED UNANIMOUSLY TO APPROVE A 2 YEAR BUDGET CYCLE BEGINNING WITH FISCAL YEAR 2024-2026, CHANGE POLICY III.A.001 NAFME BUDGET TO REFLECT A 2 YEAR BUDGET CYCLE, AS WELL AS EDIT ALL OTHER PERTINENT POLICIES WITH THIS CHANGE.

Mr. Moore reviewed for the board the existing NAFME 457(b) Plan, a deferred compensation plan, and request to terminate the plan as there are currently no employees participating in this plan and it has not been used for several years. Mr. Moore informed the board that eliminating the 457(b) plan would result in a \$2,750 yearly cost savings beginning in the next fiscal year.

IT WAS MOVED BY SALVADOR, SECONDED BY TENGOWSKI, AND CARRIED UNANIMOUSLY TO APPROVE THE FOLLOWING RESOLUTION:

WHEREAS, National Association for Music Education heretofore adopted the National Association for Music Education 457(b) Plan (the "Plan").

WHEREAS, pursuant to Section 9.02 of the Plan, the Employer reserved the right to amend and/or terminate the Plan;

WHEREAS, effective September 30, 2023, there are no eligible employees and no participant account balances in the Plan; and

WHEREAS, the Employer has determined that the Plan should be terminated effective as of September 30, 2023;

WHEREAS, in order to implement the aforesaid Plan Termination, the assets of the Plan, if any, must be distributed to Plan participants (or otherwise applied) in accordance with the terms of the Plan and applicable law.

WHEREAS, in connection with such Plan Termination, the Employer has further determined that the Plan should be amended, as applicable to tax-exempt 457(b) plans, in accordance with the annexed SECURE 2.0 Act Termination Amendment, effective as of the date(s) set forth therein;

NOW, THEREFORE, BE IT RESOLVED, that the Plan is hereby terminated, effective as of September 30, 2023; and be it further

RESOLVED, that the SECURE 2.0 Act Amendment, annexed hereto, is hereby approved and adopted, and that the officers and authorized agents of the Employer are further authorized and directed to execute and deliver to the Trustee(s) of the Plan one or more counterparts of such the amendment(s); and be it further

RESOLVED, that the officers and authorized agents of the Employer are authorized and directed to execute, certify, deliver and file all such further amendments, certificates, instruments and documents, in the name and on behalf of the Employer and to do all such further acts and things as in their discretion they shall deem necessary, advisable, proper or convenient to carry out the purposes and intent of the foregoing resolutions.

President Sheehan requested Equity Committee Chair Mackie Spradley provide the board with an update from the Equity Committee. Chair Spradley informed the board the Equity Committee and Equity Leadership Institute members were continuing to work on planning for the Equity Resource Center. Chair Spradley will keep the board informed of their progress.

President Sheehan asked North Central Division Immediate Past President Karen Salvador to give the board an update on Divisive Concepts Laws (DCL). North Central Division Immediate Past President Salvador shared the current draft of a DCL resource she has been working on. North Central Division Immediate Past President Salvador also discussed with the board the difficulties with obtaining stories from teachers who continued to teach during the pandemic and had success with inclusive instruction. The board was asked to help identify teachers who may be able to share their stories. The board agreed that the next step in this work would be NAFME releasing a follow up survey to members this fall. North Central Division Immediate Past President Salvador will also continue her work on a DCL resource.

President Sheehan asked NAFME Assistant Executive Director (AED) for Advocacy and Public Policy Amanda Karhuse to give an update on recent NAFME advocacy work. AED Karhuse informed the board about FY 2024, including the status of a continuing resolution and potential for a government shutdown. Staff are organizing a letter to the House Appropriations Committee from the Music Education Policy Roundtable opposing cuts to federal education programs and are continuing to promote the [advocacy campaign](#) on federal funds. To date, more than 1,390 individuals have participated in the campaign sending more than 4,800 messages to their members of Congress. The Advocacy and Public Policy team represented NAFME at a number of events in September, including the Committee for Education Funding gala, the CMA Foundation Music Teachers of Excellence awards event, the Arts Education Partnership's annual convening, and the NFHS Performing Arts Conference. The team is also providing advocacy support directly to MEAs and will give presentations next month in Delaware and at a convening of the CAN grant teacher leaders. Other upcoming activities include a survey on the use of federal funds to support music and arts education in support with the NAMM

Foundation and the other national arts education organizations, participation in the NAMM Music Education DC Fly-In event, season two of the Music Education Advocate Podcast, and planning for Music In Our Schools Month and the 2024 NAFME Hill Day.

President Sheehan asked Southwestern Division President and Chair of the Professional Learning and Partnerships Committee (PLPC) Martha Gabel to provide an update for the board on this work. Chair Gabel reviewed for the board the most recent partnerships the PLPC was asked to review, as well as the planning for a wellness webinar series that will take place later this year. Funds have been approved for a wellness webinar series and it has the support of all the Societies and Councils.

President Sheehan provided a review of the Artificial Intelligence (AI) Initiative. President Sheehan and staff are coordinating next steps for this project and soliciting the names of active scholars in the music education space. This initiative will consider ways that NAFME will most effectively support music educators as they grapple with the challenges and opportunities pursuant to AI.

VI Old Business

President Sheehan informed the board that the Music Program Leaders Forum would be held in conjunction with the NAMM Show on January 24-25, 2024. Promotions will begin in October.

VII New Business

President Sheehan asked Western Division President Scott Hedgecock to update the board on the Western Division Leadership Summit. Western Division President Hedgecock informed the board that a proposal would be presented for this event at the November 2023 board meeting for consideration.

VIII Executive Session

WITHOUT OBJECTION, IT WAS CARRIED UNANIMOUSLY TO GO INTO EXECUTIVE SESSION AT 9:17 P.M.

WITHOUT OBJECTION, IT WAS CARRIED UNANIMOUSLY TO RETURN TO REGULAR SESSION AT 9:39 P.M.

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

IV Adjournment

IT WAS MOVED BY MULLER, SECONDED BY WILLIAMS, AND CARRIED UNANIMOUSLY TO ADJOURN THE NATIONAL EXECUTIVE BOARD MEETING ON TUESDAY, SEPTEMBER 26, 2023, AT 9:39 P.M. EASTERN TIME.



**National Executive Board Agenda
Tuesday, September 26, 2023 – 7:00 PM – 9:00 PM ET
Virtual Meeting**

I	Review & Adoption of Agenda		Pages 1-3
	Confirm the Consent Agenda		
	• Approval of August 13, 2023 Minutes	Consent	Pages 4-7
	• Approval of August 31, 2023 Minutes	Consent	Pages 8-9
	• Approval of NEB Liaisons	Consent	
	• Approval of NAFME Council Interim Appointments by Division	Consent	
II	Ongoing Business		
	• Financial Report	Informational	Pages 10-17
	• 2 Year Budget	Action	Page 18
	• NAFME 457(b) Plan Termination	Action	Pages 19-23
	• Grant Status Report	Informational	
	• NASS 2024 RFP	Action	Page 24
	• Collegiate Summit Appendix A		
	• MTPI Update		
	• MTP Advisory Board policy	Discussion	Pages 25-29
	• Equity Committee Update	Informational	
	• DCL resource	Discussion	
	• Advocacy Report	Informational	
	• PLPC Update	Informational	
	• Partnerships	Informational	Pages 30-34
	○ Music Will		
	○ Apple		
	○ Treble		
	○ Crayola		
	• AI Initiative	Informational	
III	Executive Session		
IV	Appointments		
	• Approval of NEB Liaisons	Consent	Pages 35-37
	• Approval of NAFME Council Interim Appointments by Division	Consent	Pages 38-42
V	Old Business		

- MPL Forum 2024 Informational
- Fall 2023 Division Board Meeting Dates Informational Page 43
- NEB Meeting Dates 2023-2024 Informational Page 44

VI New Business

- Western Division Leadership Summit Informational
- Reporting of Minutes Informational