



**APPROVED Minutes
National Executive Board
April 6, 2024 – 11:09 a.m. – 3:05 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)
Anne Dawson, Immediate Past President, Southwestern Division (2023-2025)
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)
Susan Smith, President-Elect, Southern Division (2022-2024)
Chris Baumgartner, President-Elect, Southwestern Division (2023-2025)
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

III Guest

Jeff Mullaney, Senior Vice President, The KMG Group, Merrill Lynch, Pierce, Fenner & Smith Inc.

IV Call to Order

President Scott R. Sheehan called the meeting to order at 11:09 a.m. Eastern Time on Saturday, April 6, 2024.

V Review and Adoption of Agenda (Appendix A)

IT WAS MOVED BY DAUGHERTY, SECONDED BY HAMMELL, AND CARRIED UNANIMOUSLY TO ADOPT THE AGENDA, INCLUDING THE INTERIM ACTION AND CONSENT AGENDA, WITH FLEXIBILITY AS DIRECTED BY THE PRESIDENT:

- *APPROVAL OF JANUARY 20, 2024 NEB MINUTES*
- *APPROVAL OF EXECUTIVE COMMITTEE APPOINTMENT*
 - *JAMES DAUGHERTY, SOUTHERN DIVISION PRESIDENT*
- *APPROVAL OF MUSIC TEACHER PROFESSION ADVISORY COMMITTEE APPOINTMENTS*
- *APPROVAL OF ARTIFICIAL INTELLIGENCE TASK FORCE APPOINTMENTS*
- *APPROVAL OF SMTE EXECUTIVE COMMITTEE APPOINTMENTS*
- *APPROVAL OF JGME EDITORIAL COMMITTEE APPOINTMENTS*

VI Reports/Ongoing Business

A Report of Chair, Executive Committee

President Sheehan asked Chief Financial and Administrative Officer Chaudlier Moore to provide an overview of the NAFME Audit and 990 tax documents. Mr. Moore informed the board the Audit Committee met earlier this week to discuss these items and provide a recommendation to the board. The Audit Committee recommended the board accept and file the audit and 990 tax documents. NAFME had a clean audit with no material mistakes.

IT WAS MOVED BY MOLYNEAUX, SECONDED BY SALVADOR, AND CARRIED UNANIMOUSLY, TO ACCEPT THE AUDITOR'S REPORT, AND FILE THE NAFME FY 2022 AUDIT REPORT, AND TO ACCEPT, FILE, AND POST THE NAFME FORM 990 IN ACCORDANCE WITH BOARD POLICY AS PRESENTED.

Mr. Moore and the board welcomed Mr. Jeff Mullaney, Senior Vice President with Merrill Lynch, and NAFME's financial advisor. Mr. Mullaney provided an update for the board regarding the NAFME investment funds. Mr. Mullaney and the board discussed options now that funds are no longer going to be obligated for rent for the NAFME Headquarters in Reston, VA. Mr. Mullaney recommended restructuring the two investment funds to establish one unified investment reserve fund. The board requested the Finance Committee take this option into consideration during their meeting in advance of the 2024-2026 fiscal cycle.

President Sheehan led the board in a discussion about the NAFME dues. President Sheehan reminded the board there was a dues increase for 2023-2024 after not increasing the dues for the previous four years. The board participated in a dialogue that focused on the points that should be included in informing the members and the State MEAs of a dues increase.

IT WAS MOVED BY TENGOWSKI, SECONDED BY BARRE, AND CARRIED UNANIMOUSLY TO SET THE ANNUAL ACTIVE DUES FOR FISCAL YEAR 2024-2025 AT \$104.00 (A \$2.00 INCREASE); ALL OTHER RATES WILL BE PROPORTIONAL TO THE ACTIVE ANNUAL DUES RATE.

VII Executive Session

WITHOUT OBJECTION, IT WAS CARRIED UNANIMOUSLY TO GO INTO EXECUTIVE SESSION AT 12:28 P.M.

WITHOUT OBJECTION, IT WAS CARRIED UNANIMOUSLY TO RETURN TO REGULAR SESSION AT 1:26 P.M.

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

President Sheehan asked President-Elect Confredo to provide the board with an update on the Biennial Conference planning. President-Elect Confredo recently met with the Biennial Planning Committee and topics of discussion included the registration fee, work on the registration site and webpages, the online acceptance form, a conference app, and determining how to incorporate music into the event. President-Elect Confredo will continue to update the board leading up to the event.

President Sheehan provided the board with an update on the Repertoire Diversity Initiative. The board reviewed a list of proposed committee appointments at the last board meeting. The board was asked to review additional names for consideration at this board meeting that reflected more geographical representation than earlier suggestions made by the board. The board directed staff to work with legal counsel to finalize an agreement for part one of this project.

IT WAS MOVED BY SMITH, SECONDED BY SALVADOR, AND CARRIED UNANIMOUSLY TO APPROVE THE REPERTOIRE DIVERSITY INITIATIVE APPOINTMENTS.

President Sheehan provided the board with an update from the Equity Committee about the Equity Resource Center (ERC). President Sheehan outlined the timing of the ERC project as the Committee concludes their work. The Committee, and NAFME legal counsel, is reviewing the final draft of materials. President Sheehan informed the board of the upcoming transition between Chair Spradley and the next Equity Committee Co-Chairs once they are approved by the board. Chair Spradley will meet with the co-chairs and staff to discuss the process and procedures that are included in the Equity Committee policy.

IT WAS MOVED BY BROWN, SECONDED BY HEDGECOCK, AND CARRIED UNANIMOUSLY TO APPROVE THE EQUITY COMMITTEE CO-CHAIRS APPOINTMENTS.

President Sheehan asked President-Elect Confredo to provide the board with an update on the work of the Music Teacher Profession Initiative. President-Elect Confredo informed the board the two MTPAC Co-Chairs had recently met and were preparing for their first committee meeting. The committee will have enough members to create subcommittees to keep the project moving forward.

President Sheehan asked North Central Division Immediate Past President, Karen Salvador, to update the board on the newest Divisive Concepts Laws (DCL) report. North Central Division Immediate Past President Salvador informed the board the updated DCL report was complete and ready for promotions and to be added to the NAFME website. NAFME legal counsel has confirmed the report can be branded as an official NAFME report.

IT WAS MOVED BY HAMMELL, SECONDED BY TENGOWSKI, AND CARRIED, SALVADOR ABSTAINING, TO APPROVE THE UPDATED "DIVISIVE CONCEPTS LAWS REPORT" AS PRESENTED.

President Sheehan provided an update on the Music Will relationship. NAFME has been invited to send representatives to the Modern Band Summit in July 2024 at Ft. Collins. President Sheehan has met monthly with Music Will to align short term and long-term goals for NAFME's participation at the event. This engagement will give NAFME the opportunity for member recruitment, highlight the benefits and resources that NAFME offers, and build upon the work of the "Blueprint for Strengthening the Music Teacher Profession." The board will be kept updated on this project.

President Sheehan provided an update on the Artificial Intelligence (AI) Task Force. The task force will meet later this month to plan their upcoming town hall and determine how they will work together this summer to develop AI guidelines. The board will be kept updated on this project.

President Sheehan directed the board to review the reports in the book.

VIII Appointments

A Approval of the Executive Committee Appointment

Approved in the consent agenda. See page 2.

B Approval of the Artificial Intelligence Task Force Appointments

Approved in the consent agenda. See page 2.

C Approval of the SMTE Executive Committee Appointments

Approved in the consent agenda. See page 2.

D Approval of the JGME Editorial Committee Appointments

Approved in the consent agenda. See page 2.

IX Old Business

President Sheehan asked President-Elect Confredo to lead the discussion about the upcoming 2024 National Assembly. The board discussed the Hill Day Sing logistics, the schedule for the event, and how the Collegiates would be incorporated into National

Assembly breakout sessions more than ever before. The board also discussed a request to provide the State Executives with professional development opportunities. The board was supportive of this request and agreed that it was important for the State Executives to have professional development with an association leadership expert. The board directed Mr. Woodside to follow up on the professional recommendation from NafME legal counsel for this expertise. Mr. Woodside will update the board as details are finalized.

IT WAS MOVED BY SALVADOR, SECONDED BY BARRE, AND CARRIED UNANIMOUSLY TO APPROVE A VARIANCE TO THE BUDGET TO PROVIDE SUPPORT FOR A PROFESSIONAL DEVELOPMENT OPPORTUNITY FOR THE STATE EXECUTIVES AT THE 2024 NATIONAL ASSEMBLY.

X Adjourment

IT WAS MOVED BY DAUGHERTY, SECONDED BY HAMMEL, AND CARRIED UNANIMOUSLY TO ADJOURN THE NATIONAL EXECUTIVE BOARD MEETING ON SATURDAY, APRIL 6, 2024 AT 3:05 P.M. EASTERN TIME.

Respectfully Submitted,

Christopher B.L. Woodside, Executive Director

Summary and notes formally taken by Kim Henry, Chief of Staff and Governance Relations



**National Executive Board Agenda
Saturday, April 6, 2024 – 11:00 AM – 1:00 PM ET
Virtual Meeting**

I	Review & Adoption of Agenda	Pages 1-10	
	Confirm Consent Agenda		
	• Approval of January 20, 2024 NEB Minutes		
	• Approval of Executive Committee Appointment		
	• Approval of Music Teacher Profession Advisory Committee Appointments		
	• Approval of Artificial Intelligence Task Force Appointments		
	• Approval of SMTE Executive Committee Appointments		
	• Approval of JGME Editorial Committee Appointments		
		Consent	
II	Executive Session		
III	Ongoing Business		
	• Financial Report	Informational	Pages 11-23
	• Investment Policy Update Appendix A	Discussion	Pages 24-26
	• NAFME Dues Recommendation	Action	Page 27
	• NAFME Audit & 990 Tax Documents Appendix B & C	Action	Pages 28-31
	• Biennial Conference Update	Informational	Page 32
	• Repertoire Diversity Initiative Update		
	• Repertoire Diversity Initiative Committee Appointments	Action	Pages 33-36
	• Equity Committee Update	Informational	
	• Equity Committee Co-Chair Appointments	Action	Pages 37-42
	• Equity Resource Center Update	Informational	
	• Music Teacher Profession Initiative	Informational	Page 43
	• Advocacy Report	Informational	Pages 44-46
	• Update of NAFME Policies	Informational	
	• Speakers Agreement	Informational	Pages 47-50
	• Social Media Policy	Informational	
	• Code of Conduct Policy	Informational	
	• Conflict of Interest Policy	Informational	

	• Divisive Concepts Laws Update	Informational	Page 51
	Appendix D		
	• Career and Technical Education Update	Informational	Page 52
	• Music Will Update	Informational	Page 53
	• AI Initiative	Informational	
	• Professional Learning and Partnerships Committee (PLPC) Update	Informational	Page 54
	• Small Schools Update	Informational	Pages 55-56
	• NEB Liaisons	Informational	Appendix E
	• Elections		
	• 2024 Election Results	Informational	Page 57
	• 2025 Timeline	Informational	Pages 58-60
IV	Appointments		
	• Approval of Executive Committee Appointment	Consent	Page 61
	• Approval of Artificial Intelligence Task Force Appointments	Consent	Page 62
	• Approval of SMTE Executive Committee Appointments	Consent	Page 63
	• Approval of JGME Editorial Committee	Consent	Page 64
V	Old Business		
	• NEB Meeting Dates 2023-2024	Informational	Page 65
	• National Assembly 2024	Informational	Pages 66-67
	• SRME Research Grant Paper 2022-2024	Informational	Appendix F