



**APPROVED Minutes  
National Executive Board  
November 18, 2024 – 6:01 p.m. – 7:16 p.m. ET  
Virtual Meeting**

**I Board Members Present**

Deb Confredo, NAFME President (2024-2026)  
Cecil Adderley, NAFME President-Elect (2024-2026)  
Michael Brownell, President, Eastern Division (2023-2025)  
Kim Bruguier, President, North Central Division (2024-2026)  
Dusty Molyneaux, President, Northwest Division (2023-2025)  
Susan Smith, President, Southern Division (2024-2026)  
Michael Stone, President, Western Division (2024-2026)  
Sue Barre, Immediate Past President, Eastern Division (2023-2025)  
James Daugherty, Immediate Past President, Southern Division (2024-2026)  
Anne Dawson, Immediate Past President, Southwestern Division (2023-2025)  
Scott Hedgecock, Immediate Past President, Western Division (2024-2026)  
Clay Blackman, President-Elect, North Central Division (2024-2026)  
Joe Dyvig, President-Elect, Northwest Division (2023-2025)  
Chris Baumgartner, President-Elect, Southwestern Division (2023-2025)  
Anne Fennell, President-Elect, Western Division (2024-2026)  
Adrian Davis, National Executive Board Member (2024-2026)

**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**

Jerald Jacobs, Partner, Pillsbury

**IV Call to Order**

President Deb Confredo called the meeting to order at 6:01 p.m. Eastern Time on Monday, November 18, 2024.

President Confredo welcomed NAFME legal counsel, Jerald Jacobs, from Pillsbury. Mr. Jacobs provided a refresher for the board on the NAFME Conflict of Interest Policy and updated

signature page that accompanies the policy. Mr. Jacobs reminded the board of the three duties and obligations as they relate to their work on the board:

1. Overriding obligation of NEB Members: Duty of Loyalty/Fiduciary Duty
2. Corollary obligations from Duty of Loyalty/Fiduciary Duty
3. Representing NAFME as an NEB Member outside of NAFME

The policy and signature page will be shared with and signed by each board member annually at the start of their term of service.

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

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

- *APPROVAL OF SEPTEMBER 14, 2024 NEB MINUTES*
- *APPROVAL OF CO-CHAIR, TRI-M COUNCIL*
  - *NIKKI WILSON, TN*
- *APPROVAL OF EQUITY COMMITTEE APPOINTMENT*
  - *ROQUE DIAZ, MN*
- *APPROVAL OF NAFME ADVISORY COUNCIL APPOINTMENTS BY DIVISION*
  - *COLLEGIATE ADVISORY COUNCIL* *NORTHWEST DIVISION: MICHAEL RUYBALID, MT*
- *APPROVAL OF NAFME REPRESENTATIVE COUNCIL APPOINTMENTS BY DIVISION*
  - *COUNCIL FOR MUSIC COMPOSITION* *NORTH CENTRAL DIVISION: MAUD HICKEY, WI*
- *APPROVAL OF NAFME REPRESENTATIVE COUNCIL APPOINTMENTS – MEMBERS-AT-LARGE*
  - *MUSIC HONOR SOCIETY ADVISORY COUNCIL* *STEPHANIE CORNETT, NY*
- *APPROVAL OF NAFME AUDIT COMMITTEE APPOINTMENTS*
  - *MICHAEL STONE, WESTERN DIVISION PRESIDENT*
  - *SUE BARRE, EASTERN DIVISION IMMEDIATE PAST PRESIDENT*
  - *JENNIFER KATONA, EXECUTIVE DIRECTOR, EDUCATIONAL THEATRE ASSOCIATION*
- *APPROVAL OF SRME GRANT CYCLE CHANGE*
- *APPROVAL OF SRME EXECUTIVE COMMITTEE APPOINTMENTS*
  - *C. VICTOR FUNG, UNIVERSITY OF SOUTH FL*
  - *ELIZABETH CASSIDY PARKER, TEMPLE UNIVERSITY*
  - *BRIAN A. SILVEY, UNIVERSITY OF MISSOURI*

## **VI Reports/Ongoing Business**

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

Chief Financial and Administrative Officer, Chaudlier Moore, reviewed the September month to date (MTD) and year to date (YTD) expenses, revenue, and investments. September 2024 transactions decreased over September 2023 transactions.

President Deb Confredo asked Chief Financial and Administrative Officer, Chaudlier Moore, to provide an overview of the NAFME finances. Mr. Moore reviewed the September month to date (MTD) and year to date (YTD) expenses, revenue, and investments. September 2024 transactions decreased over September 2023 transactions.

President Confredo led the board in a dialogue about the NAFME policies for the societies and journals, policies I.D.001 and V.E.001. The board will be kept informed as the policies are revisited.

President Confredo updated the board on the 2026 Biennial Conference planning. The Biennial Conference Planning Committee will work on addressing accessibility concerns for the next conference. The committee and staff are finalizing a plan for the logistics and location of the next conference.

President Confredo directed the board to review the written reports that were provided in advance of this meeting. Written reports were submitted by the Equity Committee, the Professional Learning and Partnerships Committee, the Artificial Intelligence Task Force, the Small Schools Task Force, and the NEB Liaison reports.

## **VII Appointments**

### **A Approval of Co-Chair, Tri-M Council Appointment**

Approved in the consent agenda. See page 2.

### **B Approval of Equity Committee Appointment**

Approved in the consent agenda. See page 2.

### **C Approval of NAFME Council Appointments by Division**

Approved in the consent agenda. See page 2.

### **D Approval of NAFME Council Appointments – Members-at-Large**

Approved in the consent agenda. See page 2.

### **E Approval of NAFME Audit Committee Appointments**

Approved in the consent agenda. See page 2.

## **VIII Old Business**

President Confredo reviewed the 2024 Fall Division Board Meetings with the board. The Division Presidents will begin finalizing the schedule with staff for the 2025 Fall Division Board Meetings

President Confredo provided the board with an update on the 2025 National Assembly (NASS) planning. President Confredo noted feedback on logistics and content was collected from the 2024 Fall Division Board Meetings and discussed with the board. The board also discussed NASS reimbursements.

President Confredo led a discussion with the board about the prioritization of NAFME structures. Additional feedback will be sent to President Confredo for further consideration.

**IX Adjourment**

*IT WAS MOVED BY BROWNELL, SECONDED BY BLACKMAN, AND CARRIED UNANIMOUSLY TO ADJOURN THE NATIONAL EXECUTIVE BOARD MEETING ON MONDAY, NOVEMBER 18, 2024 AT 7:16 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

Appendix A



**National Executive Board Agenda  
Monday, November 18, 2024  
Virtual Meeting**

I	Welcome	
II	Scholastic – NAFME Response	
III	Conflict of Interest	Pages 3-12
IV	Review & Adoption of Agenda	
	Confirm Consent Agenda	Pages 1-2, 13
	• Approval of September 14, 2024 NEB Minutes	Consent Pages 14-20
	• Approval of Co-Chair, Tri-M Council	Consent
	• Approval of Equity Committee Appointment	Consent
	• Approval of NAFME Council Appointments by Division	Consent
	• Approval of NAFME Council Appointments – Members-At-Large	Consent
	• Approval of NAFME Audit Committee Appointments	Consent
	• SRME Grant Cycle Change Request	Consent
	Confirm Interim Action	
	• Approval of SRME Executive Committee Appointments	Consent

V	Ongoing Business		
	• Financial Report	Informational	Pages 21-33
	○ August 2024 High Notes	Informational	Appendix A1-8
	○ Q4 2023-2024 – Quarterly Report	Informational	Appendix B
	○ Membership Fee Restructuring	Discussion	
	• Advocacy & Public Policy Update	Informational	Pages 34-36
	• Societies	Discussion	
	• Biennial Conference Update	Discussion	Pages 37-39
	• Music Teacher Professional Advisory Committee	Informational	Pages 40-41
	• Equity Committee Update	Informational	Pages 42
	• Professional Learning and Partnerships Committee Update (PLPC)	Informational	Pages 43
	• Update on Priorities and Expectations	Informational	Pages 44-46
	○ Artificial Intelligence Task Force	Informational	
	○ Small Schools Task Force	Informational	Page 47
	• Societies and Council Update		
	○ NEB Liaison Reports	Informational	Pages 48-58
	○ SRME Grant Cycle Change Request	Consent	Pages 58-64
	○ Council Updates – Sept & Oct 2024	Informational	Pages 65-71
	• Elections Report	Informational	
	○ 2025 Timeline – Division and National	Informational	Pages 72-76
	○ NEB Meeting Action Items	Informational	Pages 77-78
VI	Appointments		
	• Approval of Co-Chair, Tri-M Council Appointment	Consent	Pages 79-80
	• Approval of Equity Committee Appointment	Consent	Page 81
	• Approval of NAFME Council Appointments By Division	Consent	Pages 82-84
	• Approval of NAFME Council Appointments – Members-At-Large	Consent	Pages 85-86
	• Approval of NAFME Audit Committee Appointments	Consent	Pages 87-88
	• Approval of SRME Executive Committee Appointments	Consent	Pages 89-90
VII	Old Business		
	• “Why NAFME” Homework Update	Discussion	
	• 2024 Fall Division Board Meetings	Informational	
	○ 2024 Fall Division Board Meetings Update	Informational	Pages 91-93
	• NASS 2025 Update	Discussion	Pages 94-95
	• 2025 MPL Forum Update	Informational	Pages 96-98
	• 2025 Western Division Leadership Event Update	Informational	Page 99
	• Prioritization of NAFME Structures	Discussion	Pages 100-102
	• Bylaws Package	Informational	Pages

- MTPAC – Standing Committee
  - Collegiate Vote
- NEB Meeting Dates 2024-2026

Informational Pages 103-104