



**FLCNAfME Executive Board Minutes
New Executive Board May Meeting
May 17th, 2019, Daytona Beach, FL**

Meeting Called to Order: 9:40

Officers In Attendance:

1. Advisor, Dr. Belfast
2. Entering President, Katherine Attong-Mendes
3. Exiting President-Elect, Katherine Attong-Mendes
4. Entering President-Elect, Julian Grubb
5. Exiting Secretary, Emma Harmon
6. Entering Secretary, Hannah Vinney
7. Treasurer, Tyler Marais (via phone)
8. Exiting Parliamentarian, Caterina Papadopoulos
9. Entering Parliamentarian, Mavel Morales
10. Entering Advocacy Chair, David Ramos

Agenda:

1. Vote on old business.
2. Officer Reports.

Old Business:

1. Bylaws
 - a. Motion to accept previous motions from meeting.
 - i. Amend Article 4 (defining responsibilities of President)
 - ii. Amend Article 4, Section 7 (Advocacy Chair Responsibility Changes)
 - iii. Amend Article 5, Section 1 (adding Advocacy Chair as a Standing Committee)
 - iv. Amend Article 5, Section 2 (Ad Hoc Committees)
 - v. Adjust the numbering of subsequent articles 6-15
 1. Seconded.
 2. Initial Vote: All in favor, motion passes

New Business:

N/A

Reports:

1. President, Katherine Attong-Mendes
 - a. Still missing 4 chapter update forms.
 - b. Stetson is having issues with their advisor. Looking at getting the choral director to be the new NAFME advisor. Dr. Belfast will need to get in contact.
 - c. June/July- do component calls. Reach out to each E-Board member.
 - i. Hannah will call all the Historians.
 - d. Work more with Tri-M chapters.

- i. Get list. Assign universities to different chapters. Partner up schools in the same area.
 - e. Google Hangouts with each position.
 - f. Fall Conference
 - i. One day 8:30 am-6:30 PM.
 - ii. Sunday, October 20th as first choice. Sunday, October 27th as second choice.
 - iii. Florida Southern College.
 - g. FMEA
 - i. We can have four sponsored sessions. The deadline is June 30th.
- 2. President-Elect, Julian Grubb
 - a. Increase community among all our chapters.
 - i. Do the conference calls with all the different positions.
 - ii. Chapter pen-pals.
 - iii. Social media challenges.
- 3. Secretary, Hannah Vinney
 - a. Update the website.
 - i. Provide supervisor information.
 - ii. Update pictures.
 - iii. Use Wix instead.
 - b. Create a big Facebook group.
 - i. Cultivate community.
 - ii. Establish rules and admins.
 - c. Have an instagram
 - i. Implement “Humans of CNAfME”
 - d. Have a Secretary meeting. It will cover creation of a website and how to take minutes.
 - e. Increase communication with smaller chapters.
 - f. Highlight different chapters.
- 4. Parliamentarian, Mavel Morales
 - a. Include guidance for chapters who are not large enough for Robert’s Rules.
 - b. Cheat sheet of motions most frequent.
- 5. Advocacy Chair, David Ramos
 - a. Create a resource of district meetings.
 - b. Creating a file of resources FMEA has for advocacy.
 - c. Hosting a podcast. Each episode would be a different topic, not necessarily related to advocacy.
 - i. EX: Students with Special Needs, Cultural appropriation of music
 - ii. \$260 extra cost for equipment.
 - iii. Talk to Josh Bula.
 - d. State of the Arts report
 - i. Find a way to make it more accessible.

Future Plans and Agendas:

- **ASAP:** Send chapter and advisor info to Dr. Belfast.
- **ASAP:** Send budget to FMEA.
- **June, July:** Component Calls to each E-Board Chapter.
- **June 30th:** Deadline for FMEA sponsored sessions.

Information for the Good of the Order:

1. Advisor, Dr. Belfast
 - e. Make videos of Fall Conference sessions. Set up a single camera in each room. Upload to FMEA Youtube page.
 - i. Post only keynote speaker instead of everyone.
 - ii. DO NOT post the “Meet the Supervisors” session.
 - iii. Dr. Belfast, Katherine, and Julian need to have a meeting to lock down Fall Conference schedule.
 - f. Fall Conference ideas
 - i. Have award winning chapters present. Could give a pretentious vibe.
 - ii. “Show me your friends and I’ll show you your future”
 - iii. FMEA Emerging Leaders program. Possibly have them present.
 1. Contact Dr. Mary Palmer and survey chapters about topics for Fall Conference. Do a paper survey at the end of the conference.
 - g. Hill Day
 - i. Figure out a way to get more people applying for the scholarship.
 - ii. Have previous Hill Day people present.
 - iii. One application per chapter.
 - h. FMEA Executive Board needs a budget.
6. Motion to close the meeting.
 - a. Seconded.
 - b. Initial Vote: All in favor, motion passes

Meeting Adjourned: 11:18