

## **August 5-7, 2014 JEN Board of Directors Minutes of Meetings**

### **Jazz Education Network (JEN) Board of Directors Meeting August 5-7, 2014**

**Tuesday, August 5, 2014**

**Jazz Education Network (JEN) Board of Directors Meeting  
Manchester Grand Hyatt, San Diego**

Present:

Board Members - Rubén Alvarez, Bob Breithaupt, Cheryl Slay Carr, Caleb Chapman, John Clayton, José Diaz, Tim Fellow, Dan Gregerman, Monika Herzig, Judy Humenick, Rick Kessel, Mary Jo Papich, Bob Sinicrope, Andrew Surmani, Tony White

Operations Administrator Lou Fischer joined meeting at 9:15pm

The meeting was called to order by Bob Sinicrope at 8:40

#### **1. President's Welcome – Bob Sinicrope**

Bob S. introduced new board members and talked about the goals of recruiting more outside help for tasks and improving communication between executive committee and board.

#### **2. Review of 2013/14 - to be discussed further throughout the meetings**

- Successful Annual conference
- Established new Committees: Jazz Industry and Business, and Jazz Audiences
- Smithsonian Research Fellowship
- American Choral Directors Association Partnership
- Operations Administrator
- New Magazine Direction
- Deepened our Committee offerings
- New website
- Operated in black
- \$15,000 Grant from Herb Alpert Foundation
- New website

- Signed conference contracts for 2018, 2019

### 3. **Board Orientation Review** (all info located on website):

- Board Forum on website
- Review of Board Service Goals and discuss proposed changes
- Review of decision making process
- Review of location of previous budgets, tax reports, bylaws, minutes
- Review of Reimbursement procedures/limitations on travel expenses

### 4. **JENerations Jazz Festival Committee Report (JJF)**– Rob Klevan, Chair Caleb Chapman reporting:

Rob Klevan is the new committee chair. The JJF goals are to increase student attendance, grow membership, focus on education, and provide performance opportunities. Current committee members are Rob Klevan, Caleb Chapman, Del Lyren, Scott Wilson, Jennifer Madsen, Ray Smith, Javon Jackson, and Tim Fellow. In 2014, 35 ensembles participated – 3 vocal groups, 11 combos, 21 big bands. Over 50 world-renowned clinicians participated in the festival over the last two years. Improvements for 2015 include improved ability to capture student JEN memberships, better accessibility of information on website, and increased marketing efforts with the main goal of selling out all available slots. Further goals include increased attendance at JENerations JENeral Sessions, more jam session integration with guest clinicians, video recording of all clinician comments, highlighting relevant conference sessions for the students, and including them in outreach performance opportunities. Currently, the biggest focus is on creating event specific marketing materials and maximizing social networking opportunities, creating direct contact to area schools, and connect with ensembles not selected for a conference performance slot.

*Action Items: Caleb encouraged the board to reach out and recruit clinicians and pass on the information to Caleb. In addition, suggestions for the JENerations keynote speaker should go to Caleb.*

### 5. **Membership Committee Report** – Steve Holley, chair, Judy Humenick reporting:

Committee concerns include stagnant membership numbers and engagement. Total numbers have increased from 1454 to 1521 over the past year. Bob B. pointed out that most organizations are currently experiencing decreases in membership thus the report is actually positive. Rick encouraged a print mailing to the JEN mailing list once or twice a year as it was very successful in the past. José suggested stronger relationships with college educators in order transition graduating students to professional JEN members. There is a need to create member benefits beyond the conference and to personally encourage colleagues to facilitate student memberships. Mary Jo is working with a variety of school festivals towards partnerships in displaying the JEN logo and providing information on each other's organizations. More of these types of partnerships need to be established as well as JEN college chapters.

The JEN newsletter is back and distributed through e-mail and Marina would like to have content contributions. Any work requests to Marina should first come to Lou as the Operations Administrator in order to prioritize needs and tasks. Partnerships with professional festivals are also needed in order to recruit members and distribute information. Judy expressed concerns about raising the network affiliate membership costs. Further initiatives should be developed to connect members online for discussions and exchange.

***Action Item: The Website Coordinator needs to implement automatic membership renewal reminders. A print mailing needs to go out this fall.***

Motion: Judy moved to remove the word 'school' from the festival partner membership level in order to include any festivals.

Second: Mary Jo

All in favor

***Action Item: The Website Coordinator needs to remove the word school from all festival partner membership level listings on the website***

Membership Benefits – Bob encouraged someone to take the lead on exploring and evaluating options. Tony White reported on benefits of the IntotheShed website, which is a tool to connect educators with students. Mark Rapp, who is one of the website owners, asks for 10% of income for lessons connected and is offering JEN a reduction to 7% as a member benefit.

***Action Item: Tony White will contact Mark Rapp and ask for a 1% benefit to JEN for each lesson scheduled and take a sample lesson as well as ask some of the artists featured on their opinion and find ways to utilize as member benefit and promotion.***

#### **6. Treasurer Report - Rick Kessel, Treasurer:**

Gross Income for the previous year was \$ 352,790 (over estimated budget of \$ 337,390) with a net income of \$ 33,764. This is a cash-based system though and needs to move to a system that separates restricted funds. Conference income makes up more than half of the total income and membership dues about a third thus reflecting the most crucial income sources for the organization. Similarly conference expenses are more than half of expenses. Over the past three years, annual revenue increase is approximately \$ 50,000 with net income of \$ 3,049 in 2012, \$ 528 in 2013, to \$ 33,764 in 2014 by controlling expenses and increasing membership fees. Currently there are assets of \$ 210,304 in the bank, which is not enough cushion yet in the event of one unsuccessful year/conference.

#### **Introduction of 2014-2015 Proposed Budget**

Motion: Tim moved to raise the prices for CDs sold in the JENeral Store to \$20 each with artists receiving \$16 and \$4 going to JEN, which equates to a 20% commission.

Second: Ruben

All in favor

Membership and donations are calculated with a 20% increase from the previous year in order to encourage more aggressive membership marketing. The total budget is calculated with a comparable increase over the past three years.

Motion: Tim moved to add the policy of setting a time limit for travel reimbursement submissions by board members to 120 days maximum after travel date.

Second: Dan

All in favor

***Action Item: The Operations Administrator will implement above changes in current policies.***

Also, since the organization is beyond the \$ 300,000 income threshold, a yearly audit is required in most states. Ohio does not require the yearly audit and the option of transferring the incorporation address to Ohio was discussed.

***Action Item: The Finance Committee will explore possible incorporation costs, audit costs, and any other considerations for a possible move as well as investigate which funding organizations require an audit for applications and report back to the board.***

Staff stipends will need to be renegotiated in January. Estimated net income for the current year is \$8720.69. Overall, hotel expenses are higher due to the Tier 1 hotel status this year. Lou suggested adjusting the food and beverage expenses to the increased costs expected due to the higher tier hotel costs. The *Finance Committee* will make final adjustments and bring the budget back to the board for approval on Wednesday.

#### **7. Nominating Committee Report – Caleb Chapman Chair**

Caleb explained the board slate and nomination procedures. The term of several board members will expire at the end of this fiscal year, including Rubén Alvarez, Bob Breithaupt, José Diaz, Judy Humenick and Rick Kessel. Caleb would like to get feedback on who would like to run for another term or rather vacate space for potentially new candidates. In addition, board members should pinpoint potential new board members and committee members and reach out to them in order to establish levels of commitment and expertise. Of highest priority are potential board members with fundraising expertise.

#### **8. Fund Raising & Development Committee Report – Paul Bangser, Chair Mary Jo Papich reporting:**

Chair Paul Bangser has stepped down and a new fundraising chair as well as additional committee members are needed. The Donate Now button on the website has only brought in \$430. . The request for donation letter prepared by the committee initiated December 31 has brought in about \$ 4,000. The Jazzers Cookbook was released at the 2014 conference published by Meredith Music and distributed through Hal Leonard with 5% royalties going towards JEN. Furthermore, board members are encouraged towards 100% board giving. The committee will keep researching grant opportunities, but personal and corporate giving needs to be a priority.

***Action Item: The Membership Manager will make sure to include a donation opportunity in renewal mailing to membership with different reward levels. Consider adding a personal letter of support for the organization by a well-known professional.***

#### **9. Conference Report – Lou Fischer, Chair**

Lou provided a summary of the five previous conferences, including the amount of venues, performance and clinic rooms, attendees, and income levels. Amounts of venues and production costs are now more stabilized for future conferences with the goal of increasing attendants and offerings. The theme for 2015 is “Outreach - Sharing the Gift of Jazz”. In San Diego we can expect 77 concerts on five stages, 42 ensembles participating in

the 3-day JENerations Jazz Festival, 71 clinics/ workshops/ panel discussions, 31 research presentations and poster sessions, 21 committee meetings, and the industry exhibit. Lou introduced the evening concert lineup and complete schedule spreadsheet. Help is needed with equipment transportation, especially music stands and dollies, and limousine or shuttle service from the airport.

Bob S. presented the conference selection process. From a total of 455 submissions, 164 were accepted with a total of 36.0% acceptance rate. More than 75 reviewers helped with the selection process. Especially the performance category had a large increase in submission numbers. A special effort to balance presentations in each clinic category ensured representation of each topic. Board suggestions for improving programming include adding a clinic category for Music Industry as well as a category for Jazz Audiences. Bob S. encouraged better communication during the process and a more unified evaluation process by increasing the number of reviewers and eliminating the highest and lowest scores. An explanation of the process is posted on the website under Frequently Asked Questions.

***Action Item: The Marketing/ Communication Coordinator will create videos on how to apply and the selection process that are linked through the website for interested applicants.***

#### **10. Jazz Industry and Business – Cheryl Slay Carr, Chair**

The committee was launched in January 2014 with mission and objectives now available on the website. In addition, initial committee members were solicited at the 2014 conference and an interview with John Clayton by Darla Hanley completed. There will be a few sessions at the 2015 conference on the Music Industry. A recent article in the JEN newsletter caught some attention from readers. Potential member benefits are webinars and clinics on industry issues. There will be another committee forum at the 2015 conference. Cheryl asked for recommendations on industry professionals and educators who should be contacted.

#### **11. JEN Student Composition Showcase Report – David Fodor, Chair**

David formed a task force to improve the composition showcase and implemented a survey to find out current needs. He has a group of 19 interested in the area who also participated in the survey. They identified five areas of interest including the conference, mentoring, recording, online presence, and publishing in order of priority. Additional funding for scholarships and awards are of highest priority. Next are mentoring opportunities at the conference through a professional/student relationship. Caleb suggested a pairing initiative at the 2015 conference.

***Action Item: The Operations Administrator will send David options for a possible meeting space and time at the 2015 conference.***

David suggested inviting applications for jazz composition clinics for the 2016 conference. In addition, he'd like to create a webpage dedicated to student compositions with examples and sound clips and forum options for networking and additional links for helpful resources. Lou advised that sound samples should be uploaded on YouTube to preserve bandwidth and to add the composition pages to the Advancing Education tab on the website.

***Action Items: The Student Composition Showcase Chair will work with Caleb on pinpointing names for possible mentors at the 2015 conference. The board will discuss the best umbrella group for the composition taskforce. Dan and Mary Jo will help identify applicable collaborators in the vocal area.***

Judy suggested considering using offsite community facilities for some of the smaller conference offerings. Lou expressed concern with taking any element of the conference off site. Further ideas from the board include establishing a track for beginning clinicians and inviting teachers to observe experienced clinicians at the JENerations Jazz Festival

Motion: Bob B. moved to approve the conference schedule as presented

Second: Judy

All in favor

## **12. Jazz Audience Committee – Bob Breithaupt, Chair**

The data and findings from the Jazz Audience Initiative supported by a grant from the Doris Duke Foundation are now available on the JEN website under the Developing New Audiences tab. Next steps include building initiatives based on the information for artists, presenters, and audiences. Questions that need to be answered are best communication methods with interested parties, generating new initiatives, and interfacing with the music business and research committee in making resources available.

## **13. Scholarships and Awards – Mary Jo Papich, Chair**

LeJENds of Jazz Education to be honored at the 2015 conference are Herbie Hancock, Bobby Shew, and the LeJENd of Latin Jazz is Poncho Sanchez with the AAJC awardee not selected yet. Applications for scholarships are now open on the website and board members should invite students to apply. The book stipend has been removed from the LaPorta Educator of the Year Award. Bob S. announced that Sharon Burch will be this year's Presidents Service Award recipient.

***Action Item: The Website Manager will remove the word book stipend from LaPorta Educator of the Year Award description.***

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Wednesday, August 6, 2014

**Jazz Education Network (JEN) Board of Directors Meeting  
Manchester Grand Hyatt, San Diego**

Present:

Board Members - Rubén Alvarez, Bob Breithaupt, Cheryl Slay Carr, Caleb Chapman, John Clayton, José Diaz, Tim Fellow, Dan Gregerman, Monika Herzig, Judy Humenick, Rick Kessel, Mary Jo Papich, Bob Sinicrope, Andrew Surmani, Tony White

Operations Administrator Lou Fischer

The meeting was called to order by Bob Sinicrope at 9am

## 1. **Magazine Proposal Discussion** – Bob Sinicrope

A variety of magazine proposals were discussed in order to find the best publication partnerships. Rick Kessel was recused for the discussion due to his affiliation with Jazz Times.

## 2. **Discussion with Casey Kruger**, JEN representative from Hospitality Provider Network on contracting future conferences via Skype:

The market has changed to a sellers market and hotels are increasingly looking for corporate travelers. JEN is considered group travel. In June 2014 US hotel occupancy was up 2.9% and the average daily rate has risen 4.3%. With an increase in corporate travel (3.7% over the past year), fewer group room allotments will be available in the future. In addition, group travel is on the increase. JEN conferences require a large amount of space (125,000-135,000 sq. ft.) and affordable travel destinations rates. Only about 10 hotels in the country fit the JEN space requirements. Ideally, a group should occupy about 70% of the hotel's inventory if they take up most of the meeting spaces. Current bids include the Hyatt Dallas with rates of \$149 for 2018 and \$179 for 2022, substantially lower rates than the going rates for those years.

Recently Signed Contracts:

2018: 1/3 – 1/6 Dallas Hyatt – signed at \$149

2019: 1/9 – 1/12 Reno Grand Sierra Resort – signed at \$89

Proposed contracts:

2020: 1/8 – 1/11 New Orleans Hyatt – bid at \$179

2021: 1/6 – 1/9 Louisville Galt House – bid at \$ 127/147

2022: 1/5 – 1/8 Dallas Hyatt – bid at \$179

2023: 1/4 - 1/7 Reno Grand Sierra Resort - \$99

2024: 1/3 – 1/6 New Orleans Hyatt – potentially

Pros for signing contracts now include availability of preferred rates, affordable rates, no risk contract terms with flexible contract terms of 50% attrition, guaranteed hotel performance, low staff rates, 1/40 comp rooms, comp for internet, meeting room, staging, upgrades for board, discounted parking

If contracts are not signed, dates are not available and others are more costly, 80% attrition rate, is likely to be assigned, affordable rates will not be available, 1<sup>st</sup> tier markets won't bid on JEN now and 2<sup>nd</sup> tier markets will be more expensive

Discussions included concerns about conflicts with the New York Jazz Connect/APAP conference. Collaborative presentations need to be established.

Motion: Caleb moved to accept the dates and suggested sites up to the year 2022.

Second: Tim

13 in favor, one abstention

***Action Item: The Operations Administrator will notify Casey to move forward with the contracts for the years as approved followed by FC review, EC review and President's Signature.***

Motion: Dan moved to empower the EC to approve contracts for signature with Reno for 2023 pending Lou's site visit and approval in October.

Second: Tony

Discussion: JEN should evaluate the initial success of the 2019 conference first before signing contracts.

Five in favor, eight opposed, one abstention, motion not passed

### **3. Website Committee Report – Gene Perla, Chair**

The transfer of the website to the new druple 7 system was successful. The druple module for membership auto-renewal is still in development. It is not clear yet when the needed version will be available. Due to recent breach of privacy issues on the internet, Gene recommends changing usernames and passwords. Judy requested a way for members to connect through the website possibly through mailchimp and Rick suggested utilizing our current Authorize.net for autorenewals. Bob B. asked about the option of creating webinars.

***Action Item: The website manager will authorize net renewal function now while the final module is still in development. He will create a way for members to find each other on the website and connect and will explore the option for creating webinars.***

Lou Fischer, Operations Administrator was recused from the meeting for the following discussion.

### **4. Personnel Committee Report – Mary Jo Papich, Chair**

Mary Jo led a discussion reviewing JEN's Independent Contractors.

***Action Item: Tim will provide information on video conferencing options  
Andrew is currently completing the annual evaluations on last year's contracted employees.***

### **5. Governance – Bob Sinicrope**

Bob S. presented the revised JEN Governance structure. Manuals for different jobs and responsibilities will be developed in the future in order to facilitate smooth transitions.

## 6. **Research Committee Report** – Monika Herzig, Chair

At the 2015 JEN Conference, there will be 28 25-minute research presentations and 15 poster presentations, as well as dedicated sessions on grant resources, best practices, jazz audience research, as well as a jazz research committee meeting. A standing committee is formed to facilitate the 2016 research track as well as future goals and initiatives. A JEN Research Fellowship has been established in partnership with the Smithsonian Institution, supported by the Ella Fitzgerald Foundation. A mapping exercise for the field has been initiated that will be explored further with a themed track at the 2016 conference. The goal is to position JEN as an umbrella organization that facilitates grant support, initiatives, collection and dissemination of information, and provide a network and resource for the jazz community.

Operations Administrator Lou Fischer and Marketing/Communications Coordinator Marina Terteryan joined the meeting.

## 7. **JEN Committee Liaison Structure** – Bob Sinicropo

Bob S. presented a restructured committee liaison grid that was developed with the goal of relieving the responsibilities of the President-Elect as liaison of all committees. The restructured grid groups the Past President with finance, personnel, website, President with nominating, education, awards, and jazz audience committee, Vice-President with research, fundraising, music business, , and President-Elect with marketing, membership, and outreach (including mentoring). Caleb explained the current process of putting together guidelines for responsibilities of committee chairs and committee members. Committees are encouraged to reach out to members outside the board and document their meetings with filed minutes. Committee members should be recognized through titles, organizational models, and encouraged for regular participation.

***Action Item: The Operations Administrator will place an order to add ribbons for committee members at the conference.***

## 8. **Education Committee Report** – Sharon Burch, Chair (via Skype)

Sharon presented her committee structure and members presenting general music, all school levels and categories, as well as general arts integration as well as mission statement and goals. Through articles and value statements as well as connections to the core standards, the committee is trying to establish a network for educators and provide any resources needed at any level. Immediate goals are to create content through resource articles in different areas to be available on the website. All strategies and current initiatives are documented in the 2014 JEN Education report as a living document. A variety of clinic sessions will be videotaped to create content resources.

Most recent accomplishments of the committee include:

1. **Vocal Jazz:** A JEN/ACDA Strategic Partnership was formed with the result of increased vocal jazz submissions at the 2015 ACDA conference,, booth presence at both organizations' conferences and planned article submissions and publications.
2. A Saturday Jazz Education Outreach Workshop is planned at the San Diego conference on- and offsite for regional educators at all levels that will provide pedagogical clinics and resources. Suggested fee is \$125 for all day including a JEN membership onsite and \$50 for the offsite elementary workshops

Motion: Mary Jo moved that the fee for the onsite Saturday Outreach Workshop including a free membership to \$125 and the offsite Elementary Workshop to be offered for \$50.

Second: Caleb  
All in favor

3. The JEN website education pages are in progress and need new layout with the goal of attracting and serving membership. A variety of education committee members are preparing content according to their specialties.

4. Sharon introduced a potential collaboration with the mobile platform MashPlant. The site offers the opportunity for creating a 24/7 JEN membership network, connecting members, students, mentors, to each other and useful resources 365 days of the year. Jesse Nolan from the ED committee demonstrated a variety of features of the website that has the potential to provide collaboration and communication tools throughout the year and at the conference. The platform will be developed and maintained at the company site and white-labeled (branded like JEN site). MashPlant usually works with similar organizations through finding mission-aligned sponsors for financial support. They will provide a written proposal on costs for different levels and the log-in info to test the site.

#### **9. Final Approval of 2014/2015 budget – Rick Kessel**

A variety of changes discussed on the previous day were implemented towards a balanced budget with \$90 projected profit. Bob B. encouraged improved presentation of the budget in advance of board meeting for faster review and discussion.

Motion: Andrew moved to approve the budget for 2014/15 as presented

Second: Caleb

14 in favor, one abstention

***Action Item: The Operations Administrator to discuss with the Bookkeeper the importance of having our Fiscal Year close in a timely manner in order to produce the Projected Budget for the upcoming Fiscal Year in a more timely manner.***

Motion: Caleb moved that the magazine taskforce under the direction of Andrew Surmani will move forward with contract negotiations on behalf of the board

Second: Bob B.

14 in favor, one abstention

#### **10. Marketing Report - Marina Terteryan, Marketing Coordinator**

Major projects since the January 2014 conference include the launch of a newsletter, the LA Flash Mob, more educational content on the website, launch of Jazz Audience Initiative, the magazine proposals, a 2014 conference recap, ongoing social media, attending CASMEC, 2015 conference campaign, initiated membership campaign, JAZZ2U 2014, JazzEd magazine spreads through May, and the certificates program to friends and partners in the industry. Marina introduced the 2015 conference branding. She invited board members to contribute articles to the newsletter. Vince Outlaw will be asked to be the new Marketing Committee chair, members are Kim Aubuchon and Dan Malnar. Plans for the upcoming year include newsletter improvements, develop website content, promote the variety of JEN initiatives, build on strategic plan, a JEN initiative booklet, crowd-sourced promotion, and initial branding for the 2016 conference, as well as a marketing plan for the conference days. Marina encouraged the board to share ideas and creative strategies, share news and stories, advise on content, and share feedback. In addition, after watching a video recording of the jazz mob, Marina encouraged similar activities in other cities.

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Thursday, August 7, 2014

**Jazz Education Network (JEN) Board of Directors Meeting  
Manchester Grand Hyatt, San Diego**

Present:

Board Members - Rubén Alvarez, Bob Breithaupt, Cheryl Slay Carr, John Clayton, José Diaz, Tim Fellow, Dan Gregerman, Judy Humenick, Rick Kessel, Mary Jo Papich, Bob Sinicrope, Tony White

Operations Administrator Lou Fischer  
Marketing Coordinator – Marina Terteryan

Absent: Caleb Chapman, Monika Herzig, Andrew Surmani

The meeting was called to order by Bob Sinicrope at 9:40am

**1. Outreach/Jazz2U, Acts of JENerosity Report – Mary Jo Papich, Co-Chair, with Mike Vax**

Last year's conference outreach participation level in Dallas was lower than expected and reached about 1100 people last year. MJ feels it is crucial that JEN reach out to under-privileged schools and efforts will be improved. José suggested to reach out directly to teachers and Bob S. confirmed that there is already extensive communication with San Diego administrators and educators and the excitement is high.

Mary Jo reviewed the history of the Outreach Program. The Virtual Outreach Concert Series is getting lots of positive results coming from virtual outreach (live broadcast) through a partnership with Jono Gasparo with JALC live thanks to Alan Molnar and is a year-round program.

Jen's JAZZ2U grant program which re-grants from Feb. 1 to Dec. 1, had a good response last year. This year has already good promotion online to encourage individuals to apply for grants, etc. This is an important program to solicit Herb Albert Foundation grant approval. An audience of over 2,500 with JAZZ2U has been reached thus far, combined with 8,000 in Outreach giving JEN over 10k students/adults with the Outreach program.

Outreach Next Steps:

- Collaborate with San Diego public schools for concerts/clinics
- Work with the Education Committee on one day workshops
- List grant recipients on website or newsletter
  
- Secure Herb Albert Foundation funding another year

Board members should not apply for JAZZ2U grant support. Tim pointed out the conflict of interest policy

(7.3b) that clearly restricts board member participation in the consideration of grant awards that benefit associated organizations, etc.

***Action Item: Bob S. will consult with JEN Attorney on legal details.***

## **2. Trad Jazz Project - Mary Jo Papich, Bob Sinicrope, Cheryl Slay Carr reporting:**

The Traditional Jazz Curriculum project (Dave Robinson) provides a free curriculum kit/resources for schools. Initially the project was pitched as a print project, but now it will be in CD-ROM and online format. There are some copyright issues to be resolved and a full analysis could cost \$5,000 – 7,000, with no guarantee that it will be ok to use the materials even if the opinion comes back positive. This project has received a \$40,000 NEA grant and several other \$1,500 ones.

Motion: Tony moved to continue researching the copyright issues surrounding JEN's involvement in the Trad Jazz project before final board approval to implement and distribute curriculum sources to JEN members.  
Second: Jose

Discussion: Reiteration of concerns by Bob B. and Cheryl regarding potential liability risks to JEN due to liability uncertainty when claiming fair use  
Ten in favor; none opposed; two abstentions; motion passed

***Action Item: President Sinicrope will continue to investigate the Copyright Issues as discussed.***

## **3. Strategic Plan Review Report - Bob Sinicrope**

Cheryl Slay Carr and Bob Breithaupt said the updates presented to the strategic plan are in a format that makes the changes difficult to analyze for the board. A grid format would be better.

***Action item: Bob B. will input the strategic plan changes into a grid format for review. Lou will correct the Mission Statement online to reflect the "Vision Statement" of the Strategic Plan and Mission Statement separately in accordance with the minutes of the August 2013 Board meeting that mandated language changes in the Vision statement not the Mission Statement . Bob S. will ensure the edits suggested at the Presidents' Retreat are circulated for the Board to review as well as the evaluations of relevance, status and future plans identified at the Presidents' Retreat.***

## **4. Unfinished Business – All Board Members**

Judy (on behalf of Monika) reiterated the need to continue communicating with APAP and Jazz Connect regarding possible collaborations both with the conferences and other event/activities throughout the year.

Bob S. would like to pursue the Atlas Project to be offered JEN a membership discount.

*Action Item: Tony volunteered to research the Atlas Project platform and report back on the possible value to the JEN members if offered as a membership benefit.*

**5. Conference Scheduling** – Lou Fischer

The Sacramento State University Latin Orchestra w/John Santos will replace Bobby Sanabria and Manhattan School of Music Latin Ensemble (as they recently cancelled). Jazz Academy Jazz Orchestra (Paul Carr) group w/Terrell Stafford has been asked to fill Sacramento State's Friday Spot.

**6. Possible Partnerships** – Mary Jo Papich

The International Society for Music Education (ISME) wants more of an emphasis on jazz at their annual conference and so would like to collaborate through a table top exchange and comp conference registration exchange. Mary Jo will continue exploring collaboration opportunities.

Motion: José moved to adjourn the August 2014 JEN board meeting

Second: Tony

All in favor; motion passed

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