



MINUTES

Board Meeting

August 11, 2020

12:00 PM – 5:30 PM EST

Online Meeting called by President, Sean Jones

Attendees: President, Sean Jones; President Elect, Lonnie Davis; Immediate Past President, Todd Stoll; Vice President, Ashley Shabankareh; Treasurer, Dustin Rohrer; Secretary, David Kauffman; Bob Breithaupt, Doug DuBoff, Johnaye Kendrick, José Diaz, Laura Gentry, Mary Jo Papich, Pharez Whitted, Roxy Coss, Tim Fellow, Triniece Robinson Martin, Tia Fuller, Sharon Burch, Managing Director; Jesse Nolan, Membership Manager; Dan Flores, Legal Counsel, Kelly Carson, Administrative Assistant

Absent:

AGENDA

12:00-12:05PM

PRESIDENT'S WELCOME

SEAN JONES
PRESIDENT

DISCUSSION	Sean welcomed everyone.	
	MOTION: To approve minutes from the July 25th board meeting. Motion made by Ashley Shabankareh Seconded by Pharez Whitted Motion passed.	
	PERSON RESPONSIBLE	DEADLINE

12:08-12:13PM

JENERATIONS JAZZ FESTIVAL/EXPERIENCE

SHARON BURCH
MANAGING DIRECTOR

DISCUSSION	Report submitted by Matt Wilson, JJF Program Coordinator.	
	Proposed JENerations Jazz Experience for 2021 conference. \$175 for large ensemble \$100 for small ensemble <ul style="list-style-type: none"> • It would be focused for the students. • No additional individual participation fees. • The JJE program committee has a good handle on the idea and would flesh out the details. • They have clinicians in mind, but anyone on the board could send ideas for clinicians to Sharon or Sean to pass on to the committee. 	
	Sharon will loop anyone in who wants to be part of the process of curating something for the student <ol style="list-style-type: none"> 1. Remote JJF, if desired 2. Clinician on Zoom, providing feedback; Ensemble in a bandroom (or similar) on Zoom. 	
	Proposed idea: <ol style="list-style-type: none"> 1. Producing a student-focused track for student members, chapter members, and JJF participants online 	

	<ol style="list-style-type: none"> 2. \$25 per student registration 3. \$10 per chapter student members /JJF participants 4. Runs concurrently with the conference. 5. Adults can join in, but the focus is on students. 6. Curated and produced by the JJF team. 	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Board members can send suggestions for JJF clinicians to Sean or Sharon.		ASAP

12:14-1:14PM

DEVELOPMENT COMMITTEE REPORT

ASHLEY SHABANKAREH
VICE PRESIDENT/DEVELOPMENT CHAIR

DISCUSSION	<p>Challenges: We're updating and reimagining development from square one, in order to align more closely with our stakeholders needs.</p> <p>Goals: raise \$220k, through Dev. committee and board participation. Ashley will need help and support.</p> <ol style="list-style-type: none"> 1. 100% board giving--minimum donation of \$250 2. More participation in fundraising--75% board participation in some aspect 3. Increase corporate donations-- 4. Increase non-board volunteers--looking to have 2 minimum volunteers. 5. Increase the number of quality of development/donor Communications-- 6. Increased grant revenue--focus is going to be significantly increased this year, due to COVID. 7. Develop and implement a stewardship plan <p>The plan was suggested to bring in a grant writer and consultant. Cost would be in the \$30/hr. range. 10 hours per month. Smaller grants will be written by Ashley.</p> <p>It would be good to have the board involved in things like thanking donors for their gifts. Personal calls will go a long way with our donors.</p> <p>The process to vett a potential grant writer is to look at their past experience in development work, dedication to the mission, and availability. Laura has a personal contact looking to get involved with development. She will speak w/ her to gauge interest and then report back.</p> <p>Dustin has already included the grant-writing expense of 7K in the current budget. Adding postage expense now.</p> <p>Individual giving by board members--</p> <ul style="list-style-type: none"> • could be monthly, yearly, or whatever works for your personal budget. Asking minimum amount suggested s \$250/yr per board member. <p>Discussion: It is critical to say that 100% of the board has contributed. This is imperative in the granting process.</p> <p>In this first year of having a fully-developed development plan, a give/get was intentionally left out.</p> <p>Explanation of board giving is a part of the board orientation doc, but not in the bylaws. But again, 100% board giving is critical.</p> <p>Jose mentioned that donor acknowledgements (thanks) are also critical to get and keep our donors.</p> <p>For the sake of diversity and equity, if the amount needs to be adjusted to make it more equitable for individuals, then we can allow for that.</p>
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	<p>The expectation is that board giving would start approx. Sept. 1, 2020.</p> <p>\$250/year is a SUGGESTED donation amount.</p> <p>MOTION: Ashley Shabankareh made a motion: The suggested minimum donation of \$250 per year per board member, will be pledged during our August Board meeting each year. Seconded by Lonnie Davis The motion passed.</p> <p>Sharon clarified that Board members from this and previous JEN boards haven't submitted travel receipts in lieu of an official donation. For accounting purposes, this way of "donating" cannot count as a donation. The proper way is to submit the receipts, be reimbursed and then make a donation, for accurate accounting and reporting.</p> <p>Grant Research: Ashley has done an incredible amount of research over the summer about grants and what grants will make sense for JEN.</p> <p>MOTION: Ashley Shabankareh made a motion to adopt the Development Plan as presented in today's meeting for the upcoming fiscal year. Seconded by Mary Jo Papich. Motion passed.</p>	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Laura has a personal contact looking to get involved with development. She will speak w/ her to gauge interest and then report back. Implement Development Plan Board members-Donate a minimum of \$250 each annually	Laura Gentry Dev. Committee Board of Directors	8/19/20 12/31/2021

1:15-1:36PM

STRATEGIC PLAN OVERVIEW

**MARY JO PAPICH
BOB BREITHAUPT**

DISCUSSION	<p>Bob introduced the plan of how we will move forward with the Strategic Plan discussion. Also introduced each document and its purpose.</p> <p>Who are we? Where are we going? How do we get there? These questions have to be formed into a tactical plan. JEN Mission and vision statements are solid The diversity statement can be reviewed. The tactical plan should flow from the strategic plan.</p> <p>The board survey comments were very instructive. Mary Jo reviewed the questions and responses in Strategic Plan Workshop section :</p>	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

1:36-2:32PM

STRATEGIC PLAN WORKSHOP

**MARY JO PAPICH
BOB BREITHAUPT**

DISCUSSION

1. Who Does JEN Serve?

- a. Consensus: Generally broad consensus that JEN serves the global jazz community: students, educators, pro artists, music industry, enthusiasts, and the MUSIC.

Discussion: How do we include other genres of the music community? We are moving from being a solely conference-driven organization to being a year-round organization. Our offerings will be moving in that direction.

- b. Notable Remarks for Consideration: A significant number who did not recognize the music industry as a part of the community. Only one specific mention of the international community.

2. Are there others whom we are not currently serving that we must serve?

- a. Consensus: There needs to be focused efforts on serving diverse and traditionally under-resourced populations.
- b. Notable Remarks for Consideration: Target and support those who do not identify themselves as jazz educators; artist expansion in working in schools; interacting with other styles and genres; individuals who are not connected with established institutions.

Discussion: Dance, literature, visual arts are other genres we should be interacting with. We need more attention to those areas. We need to serve our donor population more deliberately as well.

3. Do our stakeholders understand our strategy and initiatives?

- a. Consensus: There was very little consensus around this question, which may indicate that this was an ineffective question, or that Board membership does not clearly understand what the JEN stakeholder group is or who it represents. It may be best to table this question in this context and return to it with a general board discussion, framed in the following way..."who are the stakeholders in JEN?"

Discussion: Everyone we work with and serve are stakeholders. We want all to be aware of our programs.

- b. Notable Remarks for Consideration: Many of the remarks were extremely brief, indicating a lack of understanding of the question or the need to explore it much more.

4. Is there an existing initiative or strategy that we must eliminate, change or expand to assure future success? Some are JJF, JAZZ2U, YCS, SIJ, etc.

- a. Consensus: There seems to be consensus that JEN must continue to find ways to address diversity and inclusion in all facets of the organization. Effort to expand jazz audiences is a recurring theme.

Discussion: This is our future. Not enough has been done to expand our jazz audience. Lonnie mentioned that The Jazz Audience Initiative study has been a helpful study in building programs. Key findings are still relevant today. Is it possible to redo the study and get new data? Could JEN be a leader in that regard? Now might be a good time to look at that possibility. Laura will keep exploring improving our jazz audience. Now is the time to use music as a tool for humanity.

- b. Notable Remarks for Consideration: Looking at methods to invigorate the Jazz Audience initiatives at all times. Addressing the challenge of balancing an existing, institutionalized jazz education focus with a need to address inclusion and diversity.

5. How do we measure success with those we serve, and with our initiatives?

- a. Consensus: There seems to be consensus in the methods employed or that should be employed to gather data.
- b. Notable Remarks for Consideration: Observations regarding interaction with membership. Continued observation regarding membership; the use of evaluation tools following virtual events.

6. Does JEN differentiate itself in the jazz education market? If not, how do we improve?

Discussion: Several had a problem with the word 'market' because it was capitalistic in nature.

- a. **Consensus:** There is very positive consensus around how we view JEN.
- b. **Notable Remarks for Consideration:** Observations regarding interaction with membership. Continued observation regarding membership; the use of evaluation tools following virtual events.

Discussion: We want JEN to be relevant and collaborative with current artists.

Bob said we can develop some really great tactics from our conversation. We'd like to gather information regarding this document. It's very important that the doc be signed and implemented by the end of October 2020, so we can be ready for 2021. How to best proceed?

Everyone was asked to indicate their preference as to what Initiative they'd like to focus on in the chat of the zoom room.

Trineice: #2, #5
 David: Initiatives #2 & #4
 Doug DuBoff: #1
 Mary Jo: #1, #2
 Laura: #5
 Johnaye: #5
 Ashley: #2, #3, #4, #5
 Sean: #1, #3, #5
 Roxy: #2, #4, #5
 Tim: #3
 Tia: #5
 Lonnie: #3, #4, #5

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Organize strategic planning focus groups for in-depth input	Bob Breithaupt & Mary Jo Papich	8/19/20
Finalize draft	Bob Breithaupt & Mary Jo Papich	11/25/20

2:45-3:00PM BREAK

3:00-3:45PM

PERSONNEL COMMITTEE REPORT

LONNIE DAVIS
PRESIDENT-ELECT/PERSONNEL CHAIR

<p>DISCUSSION</p>	<ul style="list-style-type: none"> ● The board discussed change of schedule on staff evaluations, so that it would be best to be completed in alignment with the fiscal year. Looking at evaluation tools to directly correspond to the duties of staff members. ● Discussion about an updated contract for the Managing Director. Annual evaluation by the President. ● Recommendation of title change from Membership Manager to Membership and Marketing Director. Annual evaluation by the President and the Managing Director. ● Discussion about an updated contract for the Conference Coordinator. Annual evaluation by the President. ● Discussion on the request from the Managing Director to review the hours allocation for the Part-Time Administrative Assistant. Annual evaluation by the Managing Director. ● Discussion and motion to increase a stipend allocation for the Membership and Marketing Director to offset incurred technology expenses.
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Provide agreed upon updates to staff	Sean Jones	

4:10-4:25PM

BUDGET QUESTIONS

DUSTIN ROHRER
TREASURER

DISCUSSION	<p>Dustin made changes to the budget based on the conversations and motions approved yesterday. The net operating revenue is very close to what it was before the changes were made. Updates are reflected in the document in Boardbookit. Updates are as follows:</p> <p>Jazz Education Network Budget updates: 8/10/2020 Category Update Budget line item</p> <ul style="list-style-type: none"> • JJE Student fees updated (\$25 for individual students - 200 assumed, \$10 for chapter students - 100 assumed) - 775 students total last year 5110 Registration • Registration Virtual non-member ticket price (50 virtual non-members assumed) - \$75 to conf reg; \$45 to • Membership 5110 Registration • JJF Agreed on \$175 (large ens) and \$100 (small ens) rates; No impact added to budget (we already have 30 ensembles registered) 5110 Registration • Registration Adjusted virtual member registration to 1,750 - total virtual registration is 2,100 (including nonmembers and students) 5110 Registration • Sponsorship Sponsorship revenue adjusted to \$10,000 (50% of FY20 actuals) 5120 Sponsorship • Exhibitors \$325 for exhibitors (100 exhibitors assumed); there were 161 last year 5130 Exhibit & Space Rental Fees • Membership 20 additional eJEN members added (assumed 30 were already accounted for in forecasts) 5210 Dues - Individuals • Sisters in Jazz Director fee updated to \$1000 (previously \$500) 7040 Awards & Grants - Individual • Commissioned charts Added 1500 for increase in commissioned charts (6 charts at \$750 vs \$500 historically) 7040 Awards & Grants - Individual • Sisters in Jazz Technology stipend \$1500 7050 Scholarship Travel Stipend • Award recipients Costs added for award recipients - 6 add'l trophies (Jazz and Latin Jazz at \$200/ea); 1 add'l John LaPorta (\$275) with \$50 shipping 8110 Supplies & Software • Marketing list Added \$153/mo for MTD marketing list (\$258 vs current expense of \$105) 8150 Marketing & Advertising <p>MOTION: Bob Breithaupt made a motion to approve the budget for FY 21 Seconded by Ashley Shabankareh Motion passed.</p>	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

<p>DISCUSSION</p>	<p>Ashley asked that all assume positive intent during conversation and moving forward.</p> <p>Diversity, Equity, and Inclusion Committee August 2020 Board Meeting DEI Strategy and Plan Prepared by Roxy Coss and Ashley Shabankareh, DEI Co-Chairs JEN Diversity, Equity, and Inclusion Statement: JEN is committed to representing and cultivating diversity, equity, and inclusion in all areas of its operation including staff, board members, volunteers, presenters, clinicians, performers, and audiences. This commitment is present in all programs and decision making.</p> <p>Key Definitions:</p> <p>Diversity: In its simplest terms, diversity is about the demographics of our stakeholders, and it goes hand-in-hand with representation. Often, this prioritizes race, ethnicity, gender, socio-economic status, and age. We want to also recognize that this also encompasses sexual orientation, gender identity, disability, religion, housing status, geography, and in the framework of JEN, also includes career field, grade levels taught, primary instrument and/or voice range, and style of jazz performed. It should be stressed that diversity is about a collective or group and can only exist in relationship to others. As an organization, we should aim to represent a diverse cross-section of our community.</p> <p>Equity: Equity is adjusting processes and decisions to ensure a commitment to policies of equal opportunities for all persons, ensuring that access and outcomes are not correlated to demographic diversity. The principle of equity acknowledges that there are historically underserved and underrepresented populations and that fairness or equality is often not enough regarding addressing these unbalanced conditions in order to assist in the provision of providing adequate opportunities to all groups. All individuals should be equally represented, and we must address the root cause of these inequities, not just their manifestation.</p> <p>Inclusion: Inclusion is about allowing your stakeholders to contribute to the decision-making processes which impact their work and in the case of JEN, the services provided to them, as members. The inclusion process empowers diverse populations in the decision-making process. Often, stakeholders will feel more inclined to participate in the process at any level if they feel responsibility and ownership toward the same work happening that is designed to benefit them.</p> <p>Intersectionality: Kimberlé Crenshaw coined the term intersectionality in 1989. This framework as applied to Diversity, Equity, and Inclusion, provides us with an understanding of how aspects of individual's social and political identities might combine to create unique modes of discrimination and privilege. Intersectionality allows us to address our unconscious bias and to create meaningful solutions to truly provide equity to our stakeholders.</p> <p>Common Acronyms:</p> <ul style="list-style-type: none"> ● BIPOC: Black, Indigenous, People of Color ● BBIA: Black, Brown, Indigenous, Asian ● ALAANA (Uh-LAA-Nuh): African, Latinx, Asian, Arab, and Native American <p>Common Gender Identities:</p> <ul style="list-style-type: none"> ● CIS-gendered: Someone who's gender identity matches the gender assigned at birth ● Transgender: Someone whose sense of personal identity and gender does not correspond with their birth sex. ● Non-Binary/Nonbinary/Gender Queer: Someone who does not subscribe to conventional gender distinctions but identifies with neither, both, or a combination of male and female genders. ● they/them/theirs: common pronouns used to refer to non-binary individuals
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*Please note: We will be creating a full glossary of common terms utilized in DEI as a part of our Foundational DEI Structure and Plan.

As JEN continues to grow its reach, we need a more integrated, strategic approach to our diversity, equity, and inclusion efforts to support a common language and organizational focus, developing a culture of accountability and transparency on issues of diversity, equity, and inclusion.

With the recent merger of the Diversity, Equity, and Inclusion committee with the Women in Jazz committee, we feel we will be in a better position to address the intersectional inequalities that exist for our stakeholders.

Overarching Priorities:

1. Collect and Analyze Membership Data
2. Conduct an Equity Audit on All Aspects of the Organization
3. Document a Foundational DEI Structure and Plan (Policies and Procedures)
4. Provide Consistent Training and Support
5. Engage with and Enhance Diversity, Equity, and Inclusion work as a priority with our Stakeholders
6. Continuous Evaluation and Incorporation of DEI work in All Aspects of JEN
7. Operate Programming that Empowers the Diverse Representation of our Membership

Goal 1: Collect and Analyze Membership Data

For the past couple of years, we have only had access to demographic data for 30% of our membership. That data provided the framework that our average member was white, male, between the ages of 50-60, and played the trumpet. As noted in previous JEN board meetings, this data is insufficient to properly address needs and areas of concern for the organization. Once new data is compiled in our new database, we will be analyzing this data to accurately identify needs and areas of concern within the organization. This means both working to include a broader representation of the jazz community as a whole in our stakeholders, and also to make JEN an inclusive place where these stakeholders feel empowered to participate.

Goal 2: Conduct an Equity Audit on All Aspects of the Organization

In addition to analyzing demographic data on our membership, we are in need of an equity audit for JEN to assess governance, operations, programs, and the overall culture of the organization. This will serve as a benchmark tool to help us identify progress towards DEI efforts the organization has already undertaken and areas in need of improvement. This information will be utilized to help us create our foundational structure and general organizational DEI plan.

Goal 3: Document a Foundational DEI Structure & Plan (Policies and Procedures)

JEN's programs have been largely been operated by volunteers, with varying levels of policies and procedures that connect to the board's DEI goals, generally without much guidance or oversight from the board, and sometimes, a lack of our organization's priority towards DEI. To ensure that we are creating a consistent and foundational DEI structure, the DEI committee will be reviewing, documenting, and refining all policies and procedures. This process will begin with one-on-one meetings with committee chairs to understand how programs have operated up until this point, what criteria they use for selection (adjudicator selection, rubrics utilized, etc), and evaluation from participants. From there, we will refine these processes in standalone policies and procedures to allow the incorporation of DEI.

Goal 4: Provide Consistent Training and Support

We seek to provide our staff, board, and committee chairs with consistent training and support to incorporate DEI strategies into all aspects of the organization. To jump-start this process, we would like to request that all board members, staff, and volunteers do a self-assessment on our own unconscious biases utilizing the Implicit Association Test (IAT) from Project Implicit:

<https://implicit.harvard.edu/implicit/takeatest.html>

In addition, we'd like to request that all board members, staff, and volunteers take a privilege self-assessment utilizing the framework provided by the CA Partnership to End Domestic Bias: http://www.cpedv.org/sites/main/files/oppresion_and_privilege_self_assessment.pdf

We are not requiring board members to email us their results, but we want everyone to go through this process and to reflect on what the experience was like. Specifically:

- What feelings or reactions did you have learning about your IAT results? Your privilege self-assessment?
 - How might your IAT results affect your future decisions and actions, both in your personal life and as a board member/staff member/volunteer of JEN?
- Uncovering our own possible biases and privilege allows us to better understand the roots of stereotypes and prejudice in our society. This is only the starting point in training so we can best support our stakeholders (membership).

Goal 5: Engage with and Enhance Diversity, Equity, and Inclusion work as a priority with our Stakeholders

We recognize that JEN’s DEI strategies have largely been driven by our board. To ensure DEI is built into the culture of our organization, especially at a membership level, we seek to engage and enhance diversity, equity, and inclusion with our stakeholders (membership). This includes, but is not limited to understanding the ways our stakeholders are affected by our current policies and benefits, how we can best support our stakeholders with resources, and modifying existing policies.

We recognize that this process will take the framework of community engagement (inform, consult, involve, collaborate, empower) and will require consistent conversations to ensure we are best supporting our stakeholders.

Goal 6: Continuous Evaluation and Incorporation of DEI in All Aspects of JEN

DEI work is not static, and it involves ongoing review. The DEI committee will continue to evaluate membership data and incorporate changing needs into our policies and procedures.

Goal 7: Operate Programming that Empowers the Diverse Representation of our Membership

As noted above, the DEI and Women in Jazz Committees merged this year. With this merger in mind, Sisters in Jazz will be one program that now falls under the Diversity, Equity, and Inclusion committee.

In addition to Sisters in Jazz, we would like to house additional programming, specifically, programming rooted in Anti-Racist work. We want to strengthen and build upon the work that has been done already this summer, from JEN’s Black Lives Matter public statement to the overwhelming response to the webinars (“Jazz Education as a Force for Racial Understanding, Healing and Justice” Parts I & II; “Fostering a Culturally Responsive Music Classroom”) hosted in June and July. This additional programming will allow us the opportunity to provide a framework for Anti-racist work in the classroom and community, as well as connect with our stakeholders to understand the challenges and experiences that they are facing daily, and hopefully help to educate, and empower our communities with relevant information to support their daily lives.

DEI work needs to be a part of every part of everything that we do at JEN.

WE need to be intentional in our language. Possible glossary of terms might be appropriate.

The board was asked to sign on to a Code of conduct presented by Tia.

<https://too-many.org/code-of-conduct/>

MOTION: Tia Fuller made a motion to sign on to the “We Have Voice” code of conduct in our messaging, as described in the link above.

Seconded by Ashley Shabankareh

Motion passed.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Board Members are encouraged to take two self-assessments as listed above. Added to BoardBookit for easy access.	Board Members	9/1/2020

August 11, 2020

5:03-5:15PM

**COMMUNITY ENGAGEMENT/OUTREACH COMMITTEE
REPORT**

**MARY JO PAPICH
CO-FOUNDER/COMMUNITY ENGAGEMENT
CHAIR**

DISCUSSION	<p>The Outreach Committee is now the Community Engagement Making a successful pivot due to COVID-19 with JAZZ2U-sponsored webinars. Herb Alpert Foundation, donor, loved the idea. g. Here are the viewing numbers, per webinar: Jazz Education as a Force For Racial Understanding, Healing & Justice: A Follow-up Conversation: 4,695 Vocal jazz educators roundtable: 3,408 New York Voices: 2,048 YCS Roundtable: 1,660 Music Ed after COVID-19: 6,212 JAZZ SLAM: 613 Guided Online Listening: 837 Virtual Ear Training: 2,262 SIJ Roundtable: 2,508 Online Teaching: 10,302 Instrumental teaching online: 114 TOTAL: 34,659 attendees to webinars & live JAZZ20 events to date.</p> <p>Todd mentioned we should be asking HAF for a 15-20% administrative fee.</p> <p>Mary Jo would like to see the grant grow to a 50k program, stating it has been a most successful year with the pivot to online webinars. All agreed.</p> <p>[this belongs in to Awards/Scholarship report! I just talked about it because he is my nephew!]</p>	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
HAF Grant Report due	Mary Jo, Kelly, Sharon	10/30/20

5:16-5:20PM

RESEARCH COMMITTEE REPORT

**SHARON BURCH
MANAGING DIRECTOR**

DISCUSSION	<p>Committee report submitted by Monika Herzig, Research Committee Chair {Report of committee work needs to be included here} The report was not presented, pending the resolution of other issues below:</p> <ul style="list-style-type: none"> ● Indiana Press is not following the agreed upon agreement from 3 years ago. ● No time was there talk of an additional \$15 fee per member for a digital copy of the journal. ● The executive committee will address this issue at their September meeting. 	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
The Executive Committee will review the contract and discuss action steps with Indiana Press at the September EC meeting.	Executive Committee	9/9/2020

5:20-5:25PM

EDUCATION COMMITTEE REPORT

**DAVID KAUFFMAN
CHAIR**

DISCUSSION	<ul style="list-style-type: none"> ● The Education Committee would like to increase their role in suggesting webinars and events, also implementation of the annual conference. ● There should be an educational focus, of which the committee plays a big part. 	
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	<ul style="list-style-type: none"> • Would like a bigger role in the conference reading sessions. • Trying to do a collaborative effort with NAFME for a recommended listening list for educators looking to expand their programming capacity. We would like to collaborate. Both organizations would work to have a robust list of resources. A meeting date has not been set yet. 	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

5:30-5:41PM

BOARD MEETING WRAP

**SEAN JONES
PRESIDENT**

DISCUSSION	At 5:26, the board toasted and paid tribute to Past President Todd Stoll. Presented him with the President's Award and gift.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

MOTION: David Kauffman made a motion to adjourn the meeting.
 Seconded by Johnaye Kendrick
 Motion passed
 Meeting adjourned at 5:41 EST