

10:10-10:30AM

STRATEGIC PLAN SPECIAL COMMITTEE REPORT**BOB SINICROPE, CHAIR**

DISCUSSION	Bob Sinicrope, Strategic Plan Special Committee Chair, shared the proposed changes from the 2013-2016 Strategic Plan to the 2017-2020 Strategic Plan. See JEN link for details: 2013-2016 Strategic Plan with proposed changes for 2017-2020 Strategic Plan	
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Breakout sessions at lunch to discuss.	Assigned Board of Directors	

10:30AM-11:00AM

STRATEGIC PLAN BREAKOUT SESSIONS**BOARD MEMBERS, CHAIR**

DISCUSSION	<ul style="list-style-type: none"> Objective 1 - Regional, Area, Units Formulate a Diversity Statement for JEN JEN's position and statement on Jazz and what is jazz
CONCLUSIONS	<ul style="list-style-type: none"> Agreed that Regional chapters are needed. We will move forward with implementation. <ul style="list-style-type: none"> Regional chapters will be underneath the Education Committee governance structure. Diversity statement was created and proposed for adoption. <ul style="list-style-type: none"> Question about diversity included in the selection process. Suggestion to have a selection committee of diverse background. Suggestion to add diversity checkpoints in the selection point. Important to be a diverse <p>Diversity statement addressed and encompassed JEN's statement on jazz.</p> <p>Thank you to Bob Sinicrope for his work.</p>
Mary Jo Papich moved to accept the 2017-2020 Strategic Plan as Proposed. Caleb Chapman seconded the motion. The motion passed.	

11:00AM-11:15AM

WOMEN IN JAZZ**NATALIE BOEYINK, CHAIR**

	<p>The Women in Jazz Committee key initiatives for 2017 are:</p> <ol style="list-style-type: none"> Increase female instrumentalist participation in JEN. Support the development of female jazz instrumentalists. Share positive messages about being an instrumental jazz woman. <p>2017 January Women in Jazz Report</p> <p>2017 WIJ committee meeting dates:</p>
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	<p>January 7 @ noon (during conference) April 23 - TBA teleconference July 9 - TBA teleconference October 23 - TBA teleconference</p> <p>Todd Stoll made a motion to accept the report.</p> <p>Tim Fellow seconded the motion.</p> <p>Motion passed.</p>
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11:15AM-11:30AM

JENI UPDATES & INFORMATION

SHARON BURCH, SECRETARY

	<p>Profile updates including correct email and phone</p> <ul style="list-style-type: none"> • Page access & notifications update. • COMMITTEE ROSTER UPDATES: https://docs.google.com/spreadsheets/d/1Sm8rCEmX6hIKb5_A9SgfSy3MtFBCCv87d34dQz7N6bk/edit#gid=0 <p>Governance Structure Updates: https://jazzednet.papyrs.com/Governance-Structure</p>
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11:30AM-12:00PM

PERSONNEL COMMITTEE REPORT

RICK DRUMM, CHAIR

DISCUSSION	<p>Position - Conference Coordinator - Lou Fischer Compensation: Salary increase from \$31,000 to \$36,000</p>	
	<p>Motion by Rick Drumm to accept the Personnel Committee Report Seconded by Mary Jo Papich Motion passed.</p>	
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Increase the conference coordinator salary	Tim Fellow	Immediately

12:00--2:00PM

LUNCH MEETINGS

LUNCH MEETINGS	PERSON RESPONSIBLE	PLACE
Nominating Committee	Todd Stoll	
JEN Peer-reviewed online journal	Monika Herzig	

2:00PM-2:30PM

MARKETING COMMITTEE REPORT

STEVE NIGOHOSIAN, MARKETING,

DISCUSSION	<p>JEN Marketing Committee Report</p>		
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	<p>Key Initiative #1 Provide Marketing Support for the JEN Conference</p> <p>Key Initiative #2 Provide Marketing Support for JEN Websites</p> <p>Key Initiative #3 Provide Social Media Support</p>		
<p>Sharon Burch made a motion to purchase a Cision Pr Marketing App subscription.</p> <p>Rick Drumm seconded the motion.</p> <p>The motion passed.</p>			

2:30-2:45PM**NOMINATING COMMITTEE****TODD STOLL, CHAIR**

DISCUSSION	<ul style="list-style-type: none"> ● Add Kirk Whalum to the nominating committee. ● Proposal: <ul style="list-style-type: none"> ○ Add two positions to the board with JEN needs and diversity in mind. ○ Nominees need willingness to be officers
CONCLUSIONS	<p>Dan Gregerman made a motion, as a recommendation of the nominating committee, to increase the board to 17 members beginning July 1, 2017.</p> <p>Rick Drumm seconded the motion.</p> <p>The motion passed.</p>

2:45--3:00PM**WEBSITE DEVELOPMENT COMMITTEE REPORT****TIM FELLOW, CHAIR**

DISCUSSION	<p>Michael Shirtz available for details and Q & A.</p> <p>Key Initiative #1: Oversee the implementation of the redesigned website</p> <ul style="list-style-type: none"> ● COMPLETED action steps: <ul style="list-style-type: none"> • November 2016: Review and approve home page design; Identified imagery & website language; Edit of phase 2; Identified missing public pages; Edit of phase 3 • <p>December 2016: Review and edit of phase 4; Building JJF page; Font size adjustments; Restructured site map; Review and approve secondary page designs</p> <ul style="list-style-type: none"> ● NEXT action steps: <ul style="list-style-type: none"> • Current: Collecting dynamic images (JEN 2017 Conference); Committee chair discussion for page needs; EKR bid review for scope issues • March-April 2017: Soft launch and beta test • May 2017: Launch site <p>2 Key Initiative #2 Research, select and implement ancillary platforms and systems to support the desired functionality of the website and other online JEN activities</p> <ul style="list-style-type: none"> ● NEXT action steps: <ul style="list-style-type: none"> • Q1 2017: Manage CRM data import and begin platform testing <ul style="list-style-type: none"> ○ eCommerce integration ○ QuickBooks integration ○ Online forms ○ Email marketing testing ○ Fundraising campaign and donor management testing • Q1 2017: Member pages development
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3:00-3:15PM**DEVELOPMENT COMMITTEE REPORT****MICHAEL SHIRTZ, CHAIR**

DISCUSSION	Key Initiative #1: Establish Foundation and Corporate Funding Key Initiative #2: Expand and Establish Individual Donor and Outreach Resources Key Initiative #3: Establish Interactive Development Webpage and Social Media Outreach & Cultivation	
	Detailed 2017 January Development Report	
	Next Meeting: Conference, January 6, 11AM (2017 Meeting Schedule to be re-identified during January 6 meeting.)	
	Tim Fellow made a motion to accept the report. Sharon Burch seconded the motion. Motion passed.	
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Scholarship Concert and a fund drive will be held Friday and Saturday of the conference to earn money for scholarships and educational programs.	Michael Shirtz	

3:15--3:45PM

2020 CONFERENCE LOCATION AND SCHEDULE OPTIONS

CALEB CHAPMAN, PRESIDENT

DISCUSSION	Lou Fischer and/or Mike Shirtz available for details and Q & A. https://jazzednet.papyrs.com/2020-Proposal
	JEN is contracted to return to the New Orleans Hyatt Regency in 2020. However, we have been asked by the Hyatt to move our conference dates a week earlier as the NCAA has decided to host the National Championship Football Game the SAME weekend as we are scheduled to be there in the Superdome, adjacent to the Hyatt Regency. The NCAA requires use of all event space in the Hyatt and the Superdome, and will occupy hotels city wide. It is guaranteed that hotel costs around the city will jump, airfares will skyrocket, and restaurants will be impossible to get into; plus pricing will probably increase. With that being said, the EC has been advised of this situation and does not feel comfortable in considering a move any time earlier given the New Year's Day holiday on Wednesday, January 1, 2020. This would mean rotating our scheduled conference dates to accommodate a two-day setup and one day dismantle in time to be out of the hotel in time for the NCAA move in, e.g. it is not feasible to run our conference from Saturday to Tuesday. As advised by HPN, the Hyatt Regency New Orleans is technically in breach of our contract in that we are being asked to move to accommodate the NCAA. They have offered a buyout to remain if we agree to move the dates. Again this does not appear to be a viable option for JEN. The EC charged that we begin working with our conference location finder firm, Hospitality Provider Network (HPN), and representative Casey Kruer to search for options JEN might have in 2020 in other cities. Our Recommendation:

	<p>We collectively recommend to the Board that we be granted approval to proceed with negotiations to: (1) invalidate the 2020 Contract based on the breach by the New Orleans Hyatt, and (2) begin the negotiations to lock up 2020 in Birmingham, AL. JEN Birmingham 2020 Site Proposal</p> <p>Sharon Burch made a motion to accept the report.</p> <p>Tim Fellow seconded the motion.</p> <p>Motion passed.</p>
CONCLUSIONS	Bob Sinicrope made a motion to accept the proposal as submitted by Lou Fischer, Conference Coordinator.

3:45PM-4:00PM

CHANGE CONFERENCE COMP BADGE POLICY

CALEB CHAPMAN, PRESIDENT

DISCUSSION	<p>Lou Fischer and/or Mike Shirtz available for details and Q & A. Currently: 2 badges per exhibitor booth included in exhibitor fee. 2 additional badges may be purchased at a discounted rate of \$50 each.</p> <p>Proposal: I recommend the Board consider approving adding an incentive of additional badges equal to 1 + 1 badge beyond the established allotment per booth or table for every 5 year increments of continuous paid exhibiting. Example: 5+ years continuous paid exhibiting = 1 extra badge + 1 extra additional ex badge purchase allowed beyond the established allotment per booth or table 10+ years continuous paid exhibiting = 2 extra badges + 2 extra additional ex badge purchases allowed beyond the established allotment per booth or table (Monitoring to be in Exhibitors History document by Conference Coordinator) This would serve as an Incentive Perk to those exhibitors that have been with JEN the longest and continue to exhibit with JEN.</p> <p>PART TWO: Change to Spouse/Domestic Partner Requirement (Tabled until Tuesday) •I recommend the Board consider approving a change to allow a Spouse/Domestic Partner Badge be changed to purchasable by any "registered" attendant. Currently it is established policy that Membership is required. The fact is we do sell Spouse/Domestic Partner badges on site to registered attendees that are performing/presenting that are not members of JEN.</p>
CONCLUSIONS	<p>Bob Breithaupt made a motion to accept the proposal. Seconded by Bob Sinicrope.</p> <p>Discussion Questions: Todd Stoll - How does this compare to other similar organizations?</p> <p>Bob Breithaupt amended the motion as follows:</p> <p>Amended Proposal: Beginning in 2018 all exhibitors will receive 4 badges per booth with the ability to purchase two additional badges at \$50 each.</p> <p>In addition, add an incentive of additional badges equal to 1 + 1 badge beyond the established allotment per booth or table for every 5 year increments of continuous paid exhibiting.</p>

Example:

5+ years continuous paid exhibiting = 1 extra badge + 1 extra additional ex badge purchase allowed beyond the established allotment per booth or table

10+ years continuous paid exhibiting = 2 extra badges + 2 extra additional ex badge purchases allowed beyond the established allotment per booth or table

(Monitoring to be in Exhibitors History document by Conference Coordinator)

This would serve as an Incentive Perk to those exhibitors that have been with JEN the longest and continue to exhibit with JEN.

Bob Sinicrope seconded the motion.

The motion passed.

Dan Gregerman made a motion President, V. President, President Elect and Immediate Past

President are authorized to give complimentary badges as deemed beneficial for the purposes of JEN.

Monika Herzig seconded the motion.

The motion passed.

Meeting adjourned until Wednesday, January 4, 2017.