

**JEN Conference
Board Meeting
Tuesday, Jan 7, 2026**

Board Meeting

January 7, 2026

9:00 AM - 1:30 PM Central Time

Held at the Hyatt Regency New Orleans

Attendees:

OFFICERS: President, José Diaz; President Elect, David Kauffman; Immediate Past President, Lonnie Davis; Vice President, Dr. Trineice Robinson-Martin; Secretary, Bethany Robinson;

DIRECTORS: Doug DuBoff, Sara Gazarek, Roosevelt Griffin, Ayn Inserto, Mary Jo Papich, Randal Rossman, Ashley Shabankareh, Todd Stoll, Pharez Whitted, Brian (Legal Counsel), Treasurer, Laura Gentry, Allison Miller,

STAFF: Dr. Lou Fischer; Chief of Staff, Conference Producer, JEN Co-Founder; Jesse Nolan, Director of Programs & Marketing; Jesse Church, Administrative Assistant

Absent: Tia Fuller, Dan Flores

AGENDA

9:17AM

PRESIDENT'S WELCOME

**JOSÉ DIAZ
PRESIDENT**

DISCUSSION	The meeting was called to order at 9:17 AM (ET). A quorum was confirmed. Welcome by José Diaz		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	

9:20-10:09

PERSONNEL REPORT

**DAVID KAUFFMAN
PRESIDENT ELECT**

DISCUSSION	Thanks to the personnel committee. Some of the committee work was tabled due to health needs with staff. Keeping the workload reasonable is essential for the staff. Ensuring that directives to the staff were provided in a focused way was a focus of the personnel committee over the past year. Motion for executive session: 9:32am, Motioned made by Randall Rosman; seconded by Doug Duboff		
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	Motion to end executive session: 10:01, made by David Kauffman; seconded by Roosevelt Griffin Lou is working on a succession plan for the future. Closing: next request, part time or full time admin assistant Executive director conversation: The board agreed that JEN needs to have an income 1,000,000 before hiring an executive director.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
quantify/report financial feasibility of both part time and full time admin assistant	Laura Gentry	

10:09-10:29

By-LAWS REVISION

**BRIAN TUCZYNSKI
LEGAL COUNSEL**

DISCUSSION	Lawyers for creative artists- pro-bono group working with Brian & David Kauffman Illinois non-profit group. David & Brian submitted an application to have a by-law review. Compared to gold standard by-laws and made some revisions. Confirmed some practices (zoom meetings) And some recommendations. It's currently in Govenda One item to note: Officer Board Terms- 2 years, board terms are 3 years. Difficult to organize. Recommendation to switch board terms to 2, or officers to 3 to align. Most of the updates are just clerical. Many edits but small in nature. 2 discussions moving forward: 1. Clerical 2. Officer board terms Ashley: idea for immediate past-president- an advisory role 6 months then on call Operations- have a conversation around terms moving forward	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Look at bylaws in govenda, and give any feedback or questions to David Kauffman/Jose Diaz	Full board	Feb 1

Break: 10:30am

10:57-12:40

JAZZ EDUCATION FOUNDATION

JOSE DIAZ
JEN PRESIDENT

DISCUSSION	Waiting on paperwork Looking at 2028 to find an artist The question was asked if we should wait until 2029 and draw more people to Dallas. Board members recommended to keep the focus on the New Orleans conference as it is the most successful venue Who is the Foundation: separate board Looking at a board, starting with someone to do the work and then the money comes later. Beyond 501c3 Board members suggested prominent artists and business people to occupy board seats Lonnie- get potential donors aligned with a board Delineate between fundraising for JEN and JEF JEN is the fiscal organization for JEF JEF is a subsidiary of JEN. JEN oversees JEF needs to be tied not just to JEN but also NOLA Think about strategically possibly giving an award (legends) in conjunction with an all start concert		
ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE

12:45-1:00PM

STRATEGIC LEADERSHIP GROUPS

TRINEICE ROBINSON
VP

DISCUSSION	Break out into 3 groups Imperial 3, education 4th floor Imperial 4- artistry 4th floor Goal: by summer: informed meeting on our future strategic plan looking toward 2031 Leadership groups- not committees Operations & governance; Education & Impact; Creative Artistry & Industry How does JEN function in 2031 How does current programming reflect and prepare members for the future of jazz performance and education Can we go from program to strategic driver		

	In terms of mission outcomes, what changes in the field because JEN exists Operationally what must JEN do to deliver outcomes Looking towards a new strategic plan for the next 5 years Much more broad		
ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE

1:15-1:29

RESULTS OF BREAKOUT GROUPS

TRINEICE ROBINSON
VP

DISCUSSION	Outcomes of 3 breakout groups Link to Strategic Plan Ashley Shabankareh- Artistry Trineice Robinson- Education David Kauffman-Operational Oversight		
ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE

1:29

FOR THE GOOD OF THE ORDER

JOSE DIAZ
PRESIDENT

DISCUSSION	Service awards: Ashley Shabankareh Lonnie Davis Appreciation for Jose's last board meeting as president		
ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE

MOTION TO ADJOURN MEETING, MADE BY PHAREZ WHITTED

SECONDED BY SARA GAZAREK

MOTION PASSED

MEETING ADJOURNED AT 1:37PM CENTRAL TIME