



## NATIONAL FEDERATION OF MUSIC CLUBS

Michael R. Edwards, President

### FINAL MEETING OF BOARD OF DIRECTORS

Milwaukee, Wisconsin

Saturday, June 23, 2018

<b>1. CALL TO ORDER</b>	The meeting was called to order by President Michael R. Edwards at 9:46 AM on Saturday June 23, 2018. Jeanne Hryniewicki, Recording Secretary, and Louis William Rose, Parliamentarian, were present.
<b>2. INVOCATION</b>	The Invocation was given by Connie Randall, Chaplain.
<b>3. NATIONAL MUSIC WEEK ESSAY WINNER</b>	Jeanne Hryniewicki introduced Adah Van Eeckhout, the 2018 National Music Week Essay winner from Wisconsin, who read her winning essay, "Music...The Universal Language".
<b>4. ROLL CALL</b>	<p>Roll Call showed the following in attendance: Michael Edwards, Frances Nelson, Marcia Chaplin, Starla Blair, Karen Bourne, Jeannine Morris, Jeanne Hryniewicki, Barbara Hildebrand, Deborah Freeman, Natlynn Hayes, Dr. Ouida Keck, Carolyn Nelson, Linda Lind, Jan Hill, Ruth Ann McChesney, Sandra Anderson, Harriet Coker, Carole Langley, Jean Moffatt, Gloria Lien, Dr. George Keck, Jodie Jensen, Lisa Smith, Judy Prescott, Virginia Kleeberg, Arlene Lewis, Linda Vollen, Laura Steidle, Melanie Perez, Mary Jane Timmer, Sarah Twedt, Christine Vitt, Donna Gerber, Lavonna Whitesell, Jill Foster, , Helena Meetze, Savannah Turner, Sandra Preysz, Cathy Paquette, Dr. Zuill Bailey, Lori Jessen, Sue Breuer, Connie Randall, Dee Blaser, Karl Morris, Suzanne Carpenter, Pat Howle, Ann Kay, Karen Greenhalgh, Ellen Leapaldt, Elaine Knight, Lana Bailey</p> <p>Excused: Gay Dill, Bobbye Guyton, Elizabeth Paris, Linda King, June Knox, Pat Grantier, Sally Palmer, Carole Flatau, Lucinda Lear, Ann Stockton</p> <p>Absent: Debra Hughes, Shirley Carroll, Barbara Murray</p>
<b>5. TELLERS</b>	<p>President Edwards appointed the following tellers:</p> <p>Team A: Dr. Zuill Bailey, Lisa Smith, Lori Jessen            Team B: Elaine Knight, Dr, George Keck, Marcia Chaplin</p>
<b>6. DOORKEEPER</b>	President Edwards appointed Ruth Ann Mc Chesney as Doorkeeper.

<p><b>7. APPROVAL OF MINUTES</b></p>	<p>Jeanne Hryniewicki announced that the 2017 minutes were approved by President Edwards, Louis William Rose, Parliamentarian, and the Reading Committee after the 2017 Convention.</p>
<p><b>8. VOTING STRENGTH</b></p>	<p>The voting strength showed 52 members present.</p>
<p><b>9. ELECTION OF NOMINATING COMMITTEE FOR MEMBERS-AT-LARGE</b></p>	<p>Lisa Smith nominated Suzanne Carpenter to serve on the Nominating Committee for Members-At-Large.</p> <p>Karen Bourne nominated Jeanne Hryniewicki to serve on the Nominating Committee for Members-At-Large.</p> <p>Connie Randall nominated Jean Moffatt to serve on the Nominating Committee for Members-at-Large.</p> <p>97 votes were cast. Suzanne Carpenter received 39 votes, Jean Moffatt received 29 votes, Jeanne Hryniewicki received 29 votes.</p> <p>In a vote to break the tie, 52 votes were cast. Jean Moffatt received 29 votes, Jeanne Hryniewicki received 23 votes.</p> <p>Suzanne Carpenter and Jean Moffatt were elected to the Nominating Committee for Members-at-Large.</p> <p>President Edwards appointed Suzanne Carpenter chair and Jean Moffatt secretary.</p>
<p><b>10. ELECTION OF NOMINATING COMMITTEE FOR OFFICERS</b></p>	<p>Jeannine Morris nominated Donna Gerber (NE Region), to serve on the Nominating Committee for Officers.</p> <p>Marcia Chaplin nominated Helena Meetze (SE Region).</p> <p>Karen Bourne nominated Mary Wescott (NC Region).</p> <p>Melanie Perez nominated Lisa Whitesell (SC Region).</p> <p>Gloria Lien nominated Sandra Preysz (W Region).</p> <p>Motion adopted.</p> <p>Melanie Perez nominated Dr. George Keck.</p> <p>Harriet Coker nominated Carolyn Nelson.</p> <p>Karen Bourne nominated Virginia Kleeberg.</p> <p>Donna Gerber nominated Karl Morris.</p> <p>President Edwards appointed Connie Randall to the Team B tellers in place of Dr. George Keck.</p> <p>104 votes were cast. Dr. George Keck received 35 votes. Carolyn Nelson received 28 votes, Karl Morris received 25 votes, Virginia Kleeberg received 16 votes.</p>

	<p>Dr. George Keck and Carolyn Nelson will serve on the Nominating Committee for Officers.</p> <p>President Edwards appointed Dr. George Keck chair, and Carolyn Nelson secretary.</p>
<b>11. ELECTION OF COMMITTEE CHAIRS</b>	<p><b>ARTS DIVISION</b> - Natlynn Hayes  <b>MUSIC IN POETRY</b>  *NC Region – Alpha Roeszler (2014)  <i>Together We Sing</i> Chair – Barbara Murray (2018)</p> <p><b>COMPETITIONS AND AWARDS DIVISION</b> – Dr. Ouida Keck  YA Presentation Chair – Starla Blair (2016)</p> <p><b>JUNIOR DIVISION</b> – Linda Lind  Junior Club Achievement Chair – Gilda Hendricks (2016)  Junior Composers  *NE Region Chair – Jane Goldstein (2016)  Joyce Walsh Jr. Disability Awards Chair – Dr. John D. Kelly (2016)</p> <p>There were no additional nominations from the floor. All Committee Chairs approved.</p>
<b>12. NEW BUSINESS</b>	
<b>13. AMERICAN MUSIC</b>	Deborah Freeman, Chair of the American Music Division announced that there are no motions or recommendations from her division.
<b>14. ARTS DIVISION</b>	Natlynn Hayes, Chair of the Arts Division announced that there are no motions or recommendations from her division.
<b>15. COMPETITIONS AND AWARDS</b>	Dr. Ouida Keck, Chair of the Competitions and Awards Division announced that the motions and recommendations from her division will be included in the Finance Division report. All changes in the Competitions and Awards chart should be sent to Dr. Keck immediately. Club awards will also be included in the chart. All award applications will be online starting in 2019.
<b>16. MEMBERSHIP AND EDUCATION</b>	Ruth Ann McChesney, Chair of the Membership and Education Division announced that there are no motions or recommendations from her division.
<b>17. PUBLIC RELATIONS</b>	Sandra Anderson, Chair of the Public Relations Division announced that there are no motions or recommendations from her division.
<b>18. STUDENT/COLLEGIATE</b>	Jan Hill, Chair of the Student/Collegiate Division recommends that NFMC

<p><b>DIVISION</b></p>	<p>obtain a QR code that leads to our national website and put the QR on all of our promotional materials, publications, and periodicals. This is housekeeping only and should be directed to NFMC Headquarters.</p>
<p><b>19. ADMINISTRATIVE DIVISION</b></p>	<p>Lana Bailey presented the following By-Law changes:</p> <p style="text-align: center;"><b>2018 APPROVED BYLAWS Milwaukee Conference</b></p> <p>Article XI Section 7 No person shall serve as <b>a first term</b> <del>the</del> Chair of a National Division, Department, Committee, or a Regional Chair and as a first term (two-year) State President at one and the same time. <del>A first term president in any state is ineligible to hold dual positions.</del></p> <p><u>Rationale:</u> Several states are finding it more and more difficult to secure presidents. Many competent members are currently serving in National positions, and this referenced article in the Bylaws forbids them from serving as a first-term president.</p> <hr/> <p>Article XIII Section 3D POWERS AND DUTIES (Fund for the Advancement of Musical Arts (FAMA))</p> <p>Delete ... "and at least \$75,000 shall always remain in the permanent fund."</p> <p><u>Rationale:</u> All financial data has been placed in the Standing Rules</p> <hr/> <p>Remove the following two Bylaws:</p> <p>Article VII 2B Executive Committee <del>5. Approve the appointment of the State News Editorial Chair and five (5) members, one from each Region, of the Editorial Board and the Chair of the Arts Advocacy Department as provided in Article IX, Section 2A6.</del></p> <p>Article IX Section 2A The President</p>

~~6. Appoints, subject to approval of the Executive Committee, the State News Editorial Chair and five (5) members, one from each region, of the Editorial Board, and the Chair of the Arts Advocacy Department.~~

Rationale: These appointments should be treated as all other Presidential appointments and listed in SR B-1.

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#### ARTICLE VIII

#### Section 3D NOMINATION FOR MEMBERS-AT-LARGE

~~1. Suggestions of possible nominees for Members-at-Large may be sent to said Nominating Committee by any member or organization. Such names, with qualifications, must reach the committee before November 1 in the even year.~~

**1. Completed Member-at-Large Eligibility forms for Member-at-Large nominees may be submitted to said Member-at-Large Chair by any member or organization. Completed Eligibility forms must reach the Member-at-Large Chair before November 1 in the even year.**

**To validate Member-at-Large nominations made from the convention floor, completed Member-at-Large Eligibility forms must have been received by the Member-at-Large Chair via email transmission one week prior to the opening day of the Biennial Convention.**

Rationale: To clarify eligibility process for all Member-at-Large nominees.

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#### Article VIII Section 4A ELECTION OF MEMBERS-AT-LARGE

The report of this Committee shall be read on the first day of the business session of the NFMC Biennial Convention, at which time further nominations for Members-at-Large may be made from the floor **during the General Session.**

Rationale: Designates a specific location for further nominations.

ARTICLE IX OFFICERS

E. TREASURER

~~1. Has custody of all the funds and securities of the Federation, including those for the Fund for the Advancement of the Musical Arts, and the Headquarters Endowment Fund.~~

**Serves as liaison between headquarters, CPA, auditor, and NFMC Board.**

~~2. Shall deposit all such funds and securities in the name of the National Federation of Music Clubs, in financial institutions approved by vote of the Executive Committee.~~

**Has responsibility for all NFMC funds and securities being deposited in federally recognized and approved institutions.**

**5. NFMC Treasurer serves as liaison between Investment Fund and Operating Funds. Transactions from Investments Fund can be authorized only by the NFMC Treasurer and/or President.**

~~6. 5. Collects and disburses the monies, under the direction of the Board of Directors.~~ **Shall present recommendations to the NFMC board for approval of CPA and auditor engagement letters.**

~~7. 6. Pays bills signed by the President, specific chairmen authorized by the President, and/or the designated official at NFMC Headquarters.~~ **Pays awards as requested by Awards Chairs. Sends congratulatory letters and awards checks to winners.**

~~7b. Sends Monthly and Quarterly Reports to the President, First Vice President, Finance Chairman, and all Past National President. (Duty performed by Executive Director)~~

~~8d. 7e. Files annually the report required by the General Not for Profit Corporation Act of the State of Illinois and Indiana, and the Congressional Charter.~~

**Requests audit reports be sent annually to required governmental or organizational agencies and has oversight of tax filings.**

~~9. 8.~~ **The outgoing Treasurer shall deliver to the**

successor within sixty (60) days after the close of the fiscal year, all ~~money, securities,~~ vouchers, books, and papers in the Treasurer's custody and belonging to the Federation, ~~and the Fund for the Advancement of Musical Arts and the Headquarters Endowment Fund,~~ together with a complete financial report certified by CPA audit.

~~10. 9. In the event of the temporary inability of the Treasurer to perform the duties of the office, **the Executive Director shall assume responsibilities of the Treasurer.** the President shall appoint a member of the Board of Directors to act as Treasurer, and the name of such appointee shall be filed with the financial institutions in which the funds of the Federation are deposited.~~

Rationale: To clarify revised financial responsibilities for NFMF Treasurer.

All motions adopted.

Lana Bailey presented the following Standing Rule changes:

## **2018 STANDING RULE PROPOSALS ADDENDUM A**

### **DUTIES OF OFFICERS - TREASURER**

#### **B-6 ASSIGNMENTS**

The Treasurer serves as a member of the Budget Committee, ~~Convention Committee,~~ Convention Credentials Committee (Chair), Finance Committee, FAMA, Investments Committee, Office Committee, and competitions and Awards Board.

**Rationale:** Convention finances are currently submitted to the Executive Director.

#### **B-6 REPORTS**

**The Treasurer will give state of NFMF Finances to the NFMF Board at national board and business meetings.**

**The Treasurer will reconcile the award accounts.**

~~The General Detail Ledger Reports shall be sent monthly to the President and Finance Chair.~~

**Rationale:** This duty is performed by the Executive Director and is included in the office manual. Staff duties are

not included in the bylaws or standing rules.

~~Monthly and Quarterly Reports shall be sent to the President, First Vice President, Finance Chair, Office Chair, Headquarters Chair and all Past National Presidents. (Bylaws Article IX Section E 7b~~

**Rationale:** This duty is performed by the Executive Director.

#### ~~B-6 MEMBERSHIP REPORTS~~

~~The Executive Director shall send timely membership reports to the President, First Vice President, Treasurer, the Chair of Membership Extension, the Individual Membership Chair, the Student Division Chair and the Junior Division Chair.~~

**Rationale:** This duty is performed by the Executive Director

#### ~~B-6 MEMBERSHIP CHART~~

~~The Chart listing the number of federated organizations and individual members in each state shall be called the Membership Chart. It shall be compiled from the records in the office as of February 1 and shall be printed in MUSIC CLUBS.~~

**Rationale:** This duty is performed by the Executive Director.

#### ~~B-6 PAYMENT OF NFMC PRESIDENTIAL EXPENSES ALLOTMENT~~

~~The NFMC Presidential expenses allocation shall be paid in equal monthly installments beginning July 1 the year of his/her installation, with the final allotment check being paid in June of the year his/her retirement from office. It is the responsibility of the President to maintain accurate and thorough records of all expenditures from this fund, should such documentation be required by the IRS. **The President's monthly expense allocation is made by Direct Deposit.**~~

### **DUTIES OF HEADQUARTERS STAFF**

#### ~~B-6 REPORTS~~

~~The General Detail Ledger Reports shall be sent monthly to the President and Finance Chair.~~

~~Monthly and Quarterly Reports shall be sent to the President, First Vice-President, Finance Chair, Office Chair, Headquarters Chair and all Past National Presidents. (Bylaws~~



Article IX Section E 7b)

**The Executive Director will reconcile the monthly general account and the cup account.**

**B-6 MEMBERSHIP REPORTS**

The Executive Director shall send timely membership reports to the President, First Vice-President, Treasurer, Chair of Membership Extension, Individual Membership Chair, Student/Collegiate Division Chair, and the Junior Division Chair.

**B-6 MEMBERSHIP CHART**

The chart listing the number of federated organizations and individual members in each state shall be called the Membership Chart. It shall be compiled from the records in the office as of February 1 and shall be printed in *Music Clubs Magazine*.

**B-6 INCOME MONIES**

All income monies shall be sent to the Executive Director.

**ADDENDUM B**

**ASSOCIATE MEMBERSHIPS**

**J-10 STUDENT/COLLEGIATE (S/C) MASS ENROLLMENT  
ASSOCIATE MEMBERSHIP**

**NOTE: Student/Collegiate membership must be obtained through  
(1) S/C Club membership;  
(2) S/C Individual membership; OR (3) Associate Mass enrollment.**

This Associate membership includes Mass Enrollment **for college music groups, music schools, music departments, poetry groups, dance groups, choirs, bands, orchestras and similar organizations whose members must have reached the 19th but not the 26th birthday.**

Membership of 50 and under, \$45.00 annually; 51 members and above, \$75 annually.

Individual members of Associate Groups are eligible to apply for NFMC competitions and awards, but individual members of Associate Groups are not eligible for participation in NFMC

Festivals. (The establishment of a Festival for juniors and/or adults requires Senior Organization or Senior Individual Membership status.) Each Associate Group shall receive one complimentary subscription to *Music Clubs Magazine*.

**Rationale:** To simplify and clarify the Student/Collegiate Associate membership process.

**J-10**

## **ASSOCIATE ORGANIZATIONS**

**Associate Groups other than Student/Collegiate Mass Enrollment Groups** shall pay annual dues of \$30.00 and includes mass enrollment in public, private or magnet school music programs, community bands, orchestras, choirs etc. Reference Article III, Section 6A for list of eligible organizations.)

**Associate Organizations may include both Juniors (under 19 years of age) and Seniors.**

Individual members of Associate Groups are eligible to apply for NFMC competitions and awards, but individual members of Associate Groups are not eligible for participation in NFMC Festivals. (Festival participation **by Juniors** requires Junior Organization or Junior Individual Membership status. Festival participation as a Junior Counselor or as an adult performer requires Senior Organization or Senior Individual Membership status.)

**NOTE: JUNIOR members in any Associate organization will be eligible to apply for awards offered in the Junior Division. SENIOR members in any Associate organization will be eligible to apply for awards offered in the Senior Division.** Each Associate Group shall receive one complimentary subscription **to the federation magazine of its choice: *Junior Keynotes* or *Music Clubs Magazine*.**

**Rationale:** To simplify associate membership for community groups which may include varying ages.

## **NFMC MEETINGS Addendum C**

**DELETE I-3 – I-8**

**New I-3 NFMC MEETING COMMITTEE**

The National Meeting Committee, serving a 2-year term, shall be comprised of the NFMC President, 1<sup>st</sup> Vice President, a representative from each region appointed by the President, and the Executive Director. The Chair of the meeting shall be appointed by the President.

The NFMC President and Committee shall select dates and places for all NFMC meetings (conventions, conferences and special events.) Approved 2004

The NFMC National Meeting Committee should check hotel charges for items or events not covered by the contract. Amenities should not be assumed.

The inside front cover of the Convention/Conference program book (“Save the date”) will be reserved for the following year’s national meeting site.

**RESPONSIBILITIES**

**FINANCE**

1. The meeting chair will work with the NFMC President & Executive Director regarding finances; there is a permanent account in Greenwood called the “National Meeting Account”. The minimum balance of \$5,000 is NFMC funds. At the close of each annual meeting, all bills will be paid, host allocation made, and the remaining funds will be transferred into existing NFMC funds at the direction of the committee. All registrations are sent to the national office, the checks are deposited and the event information is forwarded to the meeting chair.
2. The signatories on the account may write checks for all expenses as authorized by meeting chair or the NFMC President. Without permission, no other chair is authorized to incur expenses. If this should occur, the individual will be responsible, and all people working on the meeting should be notified.
3. The budget should be approved by the National Meeting Committee at one of the first planning sessions.
4. Financing of the National meeting is the responsibility of NFMC.

5. NFMFC may not accept contributions toward national meeting expenses from NFMFC financial advisors.
6. The NFMFC President shall submit an application for credit in the name of NFMFC to the hotel two months in advance or according to the terms of the contract.

#### **INCOME**

1. Sources of income include Registration Fees (Daily, Full, Junior & Student/Collegiate), grants, solicitations approved by the President, advertisements, donations, souvenirs, etc. All monies must be deposited into the annual meeting account within a week of receipt.
2. The amount of the Registration must be approved by the Board of Directors in the year preceding the meeting.
3. Requests for registration refunds must be postmarked prior to the opening day of the meeting. An administrative fee of ten percent (10%) or \$25, whichever is greater, will be retained by NFMFC.
4. Committee members are encouraged to apply for grants and find sponsors for signature events. Program advertising is encouraged.
5. NFMFC may accept contributions toward National meeting expenses from donors other than the NFMFC financial advisors.
6. Tours – self sustaining
7. Meals – self sustaining

#### **EXPENSES**

National meeting expenses include but are not limited to the following:

1. Fees and travel expenses for artists and speakers.
2. Food – complimentary meals for artists, speakers and any other guests stipulated by the NFMFC President, meals (self-sustaining) and receptions.
3. Expenses for the National Chair, credentials, nametags, meal tickets and meeting programs.
4. Tours (self-sustaining)
5. Piano rental, moving and tuning.
6. Decorations and hospitality.
7. Audio-visual needs, other than those available from NFMFC.
8. For all National meetings, NFMFC shall pay budgeted expenses for the parliamentarian, the Executive Director and Photographer.

9. Registration shall be given without charge by NFMC to the current National President and spouse or companion, the Past National Presidents and spouses, the Executive Director, the Parliamentarian and the official Photographer.
10. Scheduled meals shall be paid by NFMC only for the current National President and spouse or companion, the Parliamentarian, the Executive Director and official photographer. In addition, for national meetings, the lodging, registration, regional luncheons, and presidents' banquet meal expenses can be claimed within the Past National Presidents' allocation.
11. If the hotel room block for a national meeting does not reach an amount sufficient to guarantee a complimentary room for the NFMC President, the President's room will be the responsibility of the President. (Approved by the Finance Committee in 2005)
12. NFMC shall provide a continental breakfast for the Elections Committee at the NFMC Biennial Convention.
13. All NFMC Biennial Convention Young Artist Competition expenses and winners' recital expenses are to be paid by NFMC from the Young Artist Fund.
14. Ellis Competition winner's expenses at the NFMC Convention in the year in which they are declared winners.
15. Citation printing and framing; travel, meals and hotel expenses for Citation recipients.
16. Shipment of publications, state flags, and audio equipment.

## CONVENTIONS – CREDENTIALS

### ~~I-10 COMPOSITION~~ CREDENTIALS CHAIR

The Treasurer shall be the **Credentials Chair** of the ~~Credentials Committee~~. ~~Additional members of the Committee shall be appointed by the President three months prior to the National meeting.~~

### OBTAINING CREDENTIALS

Voting Credentials may be obtained by either mail or e-mail from the ~~NFMC Treasurer~~ **Executive Director** or designee by following the instructions on the form provided in the spring/summer issue of MCM.

### FILE OF REGISTERED VOTERS

The Credentials ~~Committee~~ **Chair** shall keep an alphabetical list of all voting persons registered for the National meeting. This list shall indicate the source of the voting privilege of each registrant and, if a delegate, the name of the organization represented. This list shall be used to identify voters as they enter the polling place. The Treasurer shall be in charge.

### **BADGES**

~~The Host Committee will ensure that badges are prepared for identification of those attending the convention.~~

### **VOTING CARDS CREDENTIALS**

Voting members ~~shall be~~ **are** issued a voting card **credential, found in registration packet.** ~~to be held aloft when voting in the open meetings~~

## **CONVENTIONS – ELECTIONS COMMITTEE**

### **I-11 ADVANCE PREPARATION**

Before the day of the elections, the physical facilities of the elections room should be surveyed and all arrangements planned.

2. ~~If two doors are not provided for entrance and exit, some definite plan should be devised to meet this need in order to expedite movement of the line of voters.~~

### **CREDENTIALS TO BE CHECKED**

The alphabetical list of registered voters which is prepared by the Credentials Committee is used to identify voters as they present their voting ~~cards~~ credential at the door of the polling place. No person shall be admitted to the polling place without a Voting Credential. ~~that was received at the Credentials desk at the time of registering for the convention.~~ The National Treasurer/Credentials Chair shall identify voters as they enter the polls at the time of the elections and present their credentials

### **COMMITTEE ASSIGNMENTS**

~~Voters are admitted to the polling place, about five at a time to maintain order and minimize confusion.~~ Two members of the Committee should be assigned to the door, one on the outside to be sure that members have their voting eards **credential** with them, to answer questions, and to supervise the order of entrance; the one on the inside announces when more voters may be admitted.

~~Members of the Committee should be assigned the responsibility of maintaining a reasonably quiet atmosphere among those waiting to enter the voting booth and of keeping lines in order for voting turn.~~

### **TABULATION SHEETS AND REPORT FORMS**

The **Elections** Chair is responsible for the preparation of tabulation sheets and report forms. The tabulation sheets should list the names of the nominees for Members-at-Large in alphabetical order according to their surnames. These names should be arranged with a column for filling in the figures.

#### **Rationale:**

As our membership ages, it is becoming more difficult to find states that feel capable of hosting a national meeting. Those that decide to host are becoming more dependent on NFMC Headquarters to assist with the responsibilities of printing, registration and overall procedure to host a national meeting. NFMC receives no compensation for the employee time incurred by supporting and managing the meeting planning and completion.

This proposal will allow NFMC to be in charge of meetings, coordinated by the NFMC President, thus making any location/state a possibility for a meeting.

Twenty-five percent (25%) of the net revenue will be given to the state in which the meeting is held.

#### **B-1 APPOINTMENTS**

##### **29. National Meeting Committee**

**E-3 ADMINISTRATIVE DIVISION  
National Meeting Committee**

The proposed date of implementation would be the 2019-20 year.

**GUIDELINES FOR MEMORIAL & RECOGNITION  
AND CHAPLAIN**

**NFMC MEMORIAL & RECOGNITION FUND  
CHAIR**

~~The NFMC Memorial & Recognition (M&R) Chair shall receive all Memorial & Recognition donations.~~

The **Executive Director** ~~M&R Chair~~ shall send the names of donors and persons being memorialized or honored (minimum \$25 contribution per memorialized/honored person) to the ~~NFMC Executive Director~~ **Memorial & Recognition Chair** for inclusion in the Convention/ Conference Memorial and Recognition Service program.

~~The M&R Chair shall forward all donations to The NFMC treasurer~~ **Executive Director will** for deposit all donations in the Awards Account to be transferred to the FAMA Fund.

**ADDENDUM D**

**STANDING RULES/BOARD ACTION  
SCHOLARSHIPS-COMPETITIONS & AWARDS**

**G-3 FIRST PLACE WINNER LIMITATIONS**

~~G-3 No First Place winner of an NFMC award listed in the Competitions & Awards Chart is eligible to compete again for the same award. (8-5-00)~~

**With the exception of entrants for the Armed Forces and Junior**

**Composers Awards, No First Place winner of an individual NFMC award listed in the Competitions & Awards Chart is**



eligible to compete again for the same award. (Current G-3)

An Armed Forces entrant may win First Place awards multiple times, but not consecutively. (8-10-08) (Current G-4)

First Place winners in **individual** NFMC competitions with multiple categories or classes may not compete again in the same category or class, but are eligible to compete in a different category or class. (Current G-4)

**G-3 With the exception of National Music Week Essay Contest, first place winners in the Arts Division monetary awards and all American Music Division monetary awards may win First Place multiple times, but not consecutively.**

No winner of an NFMC summer award is eligible to compete again for the same award. (Current G-5)

**Rationale:** To organize and combine Standing Rules for First Place Award winners in one location

**G-3 WINNER LIMITATIONS DECLARATION**

Ties shall not be declared for any awards that are given. (4-27-93)

*Unchanged SR placed under new heading*

Winners in **Student/Collegiate Auditions** must receive two (2) ones (1's) in order to be declared a winner. (8-5-00) (Current G-4)

**Rationale:** To identify the specific awards affected

**ADDENDUM E**

A-4 Each member of the Board is required to ~~purchase~~ **obtain** a copy ~~(CD or printed)~~ **of the NFMC Manual** from ~~Headquarter of the current manual~~ Bylaws, and Standing Rules of the NFMC, or print them from the website. [www.nfmc-](http://www.nfmc-)

[music.org](http://music.org) (8-06-08) **These materials are available for digital download from the NFMC website.**

~~E-1 Distribution of NFMC Manual. Board members are required to obtain from Headquarters a CD or printed a copy of the NFMC Manual. Either format is not only available but It is also recommended that Division, Department, and Committee Chairs obtain a copy of the Manual. One copy shall be given to each State President free of charge. The NFMC Manual will be is available online for digital download.~~

~~No complimentary NFMC Manuals shall be given to anyone except State Presidents.~~

**State Presidents may download a digital copy of the NFMC Manual, Bylaws, and Standing Rules from the NFMC website.**

**J-11 FUND FOR THE ADVANCEMENT OF MUSICAL ARTS**  
**At least \$100,000 shall always remain in the permanent fund.**

## **ADDENDUM F**

### **K-1 MEMBERSHIP**

**A Junior Club Counselor or a Teacher entering students in Junior Festival shall be required to be a member of a Senior active Organization...**

### **K-1 FESTIVALS/ELIGIBILITY JUNIORS/ADULTS**

**Junior entrants must be a member of a active Junior Club...**

**Adult entrants must be members of a active**

**Student/Collegiate or Senior Club...**

**Rationale:** The descriptor “active” is not relevant to membership/festival eligibility.

**K-2 Proposed Motion:** Omit statement "Music/Vocal Events."

**K-2 Proposed Motion:** Omit statement "Rural/Military Families."

**Rationale:** The statements under both of those sections are redundant as they can be found in both the Bulletin and the NFMC Junior Division Federation Festivals Procedure Manual.

#### **FESTIVAL RULES AND PROCEDURES**

**K 2 Proposed Motion:** Add section titled *NFMC Junior Division Federation Festivals Procedures Manual*.

**K-2 Proposed Motion:** Add statement "The official rules and procedures governing the NFMC Festivals program are located in the NFMC Junior Division Festivals Procedures Manual."

**K-2 Proposed Motion:** Add statement "All content added, adjusted, or deleted in the NFMC Junior Division Federation Festivals Procedures Manual (JR 3-18) must be approved by the NFMC Board of Directors and will be updated by the NFMC Executive Director."

**SR K Proposed Motion:** Add statement "All additions and adjustments to the NFMC Junior Division Federation Festivals Procedures Manual must include a date, year, and location recording when the item was approved by the NFMC Board of Directors."

#### **2019 BYLAW PROPOSAL**

	<p><b>Article IV Section 2B: NATIONAL BOARD</b>  <b>A State Federation of three or more Active Senior Clubs...shall be known as a Qualified State and shall be entitled to representation on the National Board of Directors.</b></p> <p>All Motions adopted.</p>
<p><b>20. JUNIOR DIVISION</b></p>	<p>Linda Lind, Junior Division Chair presented the following motions and recommendations:</p> <p>The following recommendations were passed at the Junior Division Meeting:</p> <ul style="list-style-type: none"> <li>• Clarification of dates and requirements on JR 12-1 and JR 12-2 (Greer Award), JR 21-1 and JR 21-2 (Mack Award) and JR 1-2 (Junior Club Achievement Award).</li> <li>• Junior Composers – committee formed to set guidelines for entrants whose teachers are not NFMC members and entrants who are self-taught and have no teacher.  Recommendation to hire a legal professional to draft a legal agreement which will be appended to the application documents for the Junior Composers Contest (and perhaps other contests which require the submission of sound recordings) which would provide adequate permission/licensure clearances of recordings of winner’s entries for use on the NFMC website as well as the associated state and regional websites.</li> <li>• Federation Festival – consolidation of all information to the NFMC Junior Federation Festivals Procedures Manual (JR 3-18). All changes and/or additions to the Procedures Manual and the Standing Rules must be approved by the NFMC Board of Directors and include the date of approval.</li> <li>• Motion to reduce the Festival Online Entry Data System Fee to \$1.00 and continue 50 cents to the Festival Account for a total of \$1.50.</li> <li>• Congratulatory letter to be sent to all twelve year and above consecutive Superior certificate recipients.</li> <li>• Addition of special consecutive Superior certificates to honor entrants’ 3, 6, and 9 achievements.</li> <li>• Federation Festivals Bulletin – committee formed to study sight playing and make recommendations.</li> <li>• Committee to explore retaining a professional organization to create NFMC theory tests, answer keys and practice booklets.  Addition of Bulletin events: tuba solo, sax quartet, alto sax duet,</li> </ul>

	<p>baritone sax solo, clarinet trio, trumpet duet and sacred music piano solo.</p> <p>Clarification of Organ Event rules for inclusion in the 2020-2024 Bulletin.</p> <p>Adjustment to Guitar Solo Event for inclusion in the 2020-2024 Bulletin.</p> <p>Eliminate mandatory progression after three years in the same class for adult participants.</p> <ul style="list-style-type: none"> <li>• Federation Cup – clarification of requirements for entrants in ensembles. Only entrants in ensembles of five or less are eligible to participate in the cup plan. All Grand and President’s Cup recipients will receive a congratulatory letter from the NFMC President.</li> </ul> <p>When Grand Cup and President’s Cup recipient’s bio appear in <i>Junior Keynotes</i>, he/she will receive a complimentary copy of the magazine.</p> <p>All motions adopted.</p>
<b>21. FINANCE DIVISION</b>	<p>Carolyn Nelson, Finance Division Chair presented the following motions and recommendations:</p> <p>The motions and recommendations are attached as Appendix A and will be distributed with the minutes.</p> <p>All motions adopted.</p>
<b>22. NFMC FESTIVAL FEE</b>	<p>In light of the Festival Online Entry Data System Fee being reduced from \$1.50 to \$1.00, Carolyn Nelson moved to raise the NFMC Festival Fee from 50 cents to \$1.00. The \$2.00 would be split equally - \$1.00 for the online fee and \$1.00 for the NFMC Festivals.</p> <p>Motion seconded and defeated.</p>
<b>23. BALLOTS</b>	<p>Barbara Hildebrand moved to destroy the ballots.</p> <p>Motion seconded and adopted.</p>
<b>24. BUDGET</b>	<p>Frances Nelson presented the 2018/2019 budget for adoption.</p> <p>The budget is attached as Appendix B and will be distributed with the minutes.</p>

	The budget was adopted.
<b>25. CPA</b>	Barbara Hildebrand presented the CPA agreement with Warner Wagner CPA Group. The fee will continue to be \$85/hour.
<b>26.</b>	Dr. Ouida Keck thanked President Edwards for all of his hard work. The Wisconsin Conference Committee was also thanked for running the conference in an efficient and orderly manner.
<b>27. ADJOURNMENT</b>	Meeting adjourned at 11:57 AM until June 18, 2019 in Jacksonville, Florida.

Jeanne F. Hryniewicki, NFMC Recording Secretary

**APPROVED BY THE READING COMMITTEE:**

Frances Nelson  
Harriet Coker  
Deborah Freeman

Louis William Rose (Consultant)

**ATTEST:**

Michael R. Edwards, President