

cNAfME Executive Board Meeting Minutes

Date: November 26th, 2018

Time Started: 8:00 PM

Called To Order By: Kiersten Hecht

Attendance:

1. Kiersten Hecht (khecht4@mail.naz.edu)
2. Derek Schmelter (dschmeltermusic@gmail.com)
3. Morgan Beaton (mbeaton8@mail.naz.edu)
4. Shoko Nagami (snagami@syr.edu)
5. Caitlyn Krueger (ckrueger@syr.edu)
6. Christina Fray (frayc698@strose.edu)
7. Juliana Duenas (jd3416@nyu.edu)
8. Kristina Ortiz (kristina.ortiz09@qmail.cuny.edu)
9. Peter O'Malley (pomalley1@pride.hofstra.edu)
10. Dr. Keith Koster (kkoster8@naz.edu)

Agenda Items:

1. Overview of the Conference (Dr. Koster)
 - a. Thursday: Add a slide to introduce yourself in Kiersten and Derek's slide-show.
Add names if you can make it to the panel. Dr. Koster will preside.
 - b. Need an 8:15AM Presider: Kristina Ortiz, Caitlyn Krueger
 - c. Need a 9:30AM Presider: Shoko Nagami, Peter O'Malley
 - d. Need a 10:45AM Presider: Kristina Ortiz, Peter O'Malley
 - e. Meeting at 12PM to touch base and talk through 6:00 business meeting
 - f. Need Student Teachers for Panel at 9:30AM on Saturday (Peter O'Malley, Christina Fray)
2. 6:00PM Business Meeting Agenda
 - a. Numbered Tables

- b. Icebreakers
 - c. Dr. Koster Welcomes and Introductions
 - d. 10-15 Minutes Welcomes and Reminders
 - e. Eat!
 - f. Last few minutes continued discussions/shared initiatives
3. Collegiate Registration Table
 - a. Welcome, Hand-Out Stickers, Show sessions, Hand-out scholarship information (students need to work 3-5 hours and fill out a form to place in a folder), college students can fill out a form for carpooling to be collected, Hand-outs about business meeting and upcoming dates, application forms for state office positions
 - i. E-Board Members also need to fill out the form!
 4. Be at the Riverside CC by at least 5:00PM to help set up for the dinner

General Notes:

- Presider Instructions in a shared handout (Dr. Koster can answer any necessary questions)
- Collegiate Stickers have been ordered
- Session Handouts will be put in a Google folder and the link will be on the Collegiate Web page (Shoko)
- Kiersten has a hotel room in case anyone needs it!
- Introduce yourself to Executive Board Members (they will have black name tags)
 - Here's a link with pictures and bios:
<https://www.nyssma.org/information/nyssma-officers/>

Adjourned By: Dr. Koster

Time Ended: 8:45 PM