

EIU NAFME 2/18/2021

- 1) Ice breaker and certification needs
- 2) Sign the constitution and turn it in by 3/16/21
 - a) Constitutions can be found outside Dr. Larson's office and can be returned to the outside of her office.
- 3) Service hours
 - a) 3 hours needed for certification
 - b) Evidence of hours can be sent to medaly3@eiu.edu
 - c) Virtual lessons, organizing music libraries, etc. count as hours. If you are unsure, email medaly3@eiu.edu to confirm.
- 4) Dues- No chapter dues. If you are new this semester, national dues are required.
 - a) If you are paying dues, go to nafme.org and click "join/renew"
 - b) Email proof of dues to kmsmith12@eiu.edu
- 5) Meeting substitutions
 - a) If you attended a Beginning Music Teacher Workshop on 1/30 or 2/6, you can email a summary of the workshop you attended to lmeyers@eiu.edu or dlarson@eiu.edu for a meeting substitution. Please specify that it is for NAFME.
 - b) One summary can substitute one NAFME meeting. Up to two meetings can be substituted.
- 6) Officer elections
 - a) Officer Candidate Requirements:
 - i) Candidates must have two semesters of NAFME experience
 - ii) Candidates must have certification
 - iii) Candidates must be able to serve for a full academic year once they are elected
 - b) Office descriptions:
 - i) President: preside over meetings, delegate duties to other officers and committees, oversee certification of NAFME members
 - ii) Vice President: assume duties of president if the president is absent and/or duties assigned by the president, advertise meetings and events

- iii) Treasurer: collect all money due to EIU NAFME and pay EIU NAFME bills, present written report of EIU NAFME finances
 - iv) Secretary: take and distribute meeting minutes, record attendance and service hours, take on duties assigned by the president
- c) Election timeline
- i) March 16- If you are interested in running, email an officer on the executive board about running
 - ii) March 30- Officer candidates will give brief speeches on why they would like to run. After this meeting, a poll will be sent out.
 - iii) April 13- Next year's officers are announced!