

# MINUTES

## National Alliance of Black School Educators (NABSE) Board of Directors' Meeting

Sunday, November 11, 2018

Venue: Hilton Baltimore – Key Ballroom #9, 2<sup>nd</sup> Floor

10:30am – 11:30am

Address: 401 West Pratt Street, Baltimore, MD USA

**Meeting Called By:** Dr. Michael McFarland, President - NABSE

**Attendees:** Let the record show the following fourteen members are in attendance:  
Dr. Michael McFarland, *President*  
Dr. Nardos King, *President-Elect*  
Marietta English, *Immediate Past President*  
Jacqueline Herriott, *Recording Secretary*  
Earl Rickman, *Treasurer*  
Tai Chapman, *Corporate Representative*  
Velma Hicks, *Northeast Regional Representative*  
Debra Porter – Sawyer, *Mid-West Regional Representative*  
Betty J. Maceo, *Chair – Parents Commission*  
Shawn J. McKay, *Chair – Instruction & Instructional Support Commission*  
Lana Cromwell, *Chair – Higher Education Commission*  
Mable W. Robertson, *Chair – Retired Educators Commission*  
Dr. Andre Spencer, *Chair – Superintendents Commission (via Zoom)*  
Warren Salmon – *International Regional Representative (Interim) (Zoom)*

Regrets: N/A during this meeting

**Please read:** N/A for this meeting

**Please bring:** Meeting ID # 6741068664

1. CALL TO ORDER  
President McFarland (Meeting Chair) called the meeting to order at 10:49am.
2. RECORD OF ATTENDANCE  
14 attendees of 20 members of the *Board of Directors* – quorum was met.
3. PRESIDENTIAL APPOINTMENTS FOR THE 2018 – 2021 Board of Directors:  
**A.) NABSE's International Regional Representative 2018 – 2021:** the membership of NABSE is divided into six regions both nationally and internationally. NABSE member (*Warren Salmon – International Regional Representative, NABSE 2015 -2018 and President of Ontario ABSE*) appointed by Dr. McFarland for interim position up/until (TBD) or an eligible candidate is identified and accepts remaining tenure of 2018 – 2021 vacancy. The appointment is as a result of a position vacancy during *NABSE's Regional Affiliates Elections at 2018 NABSE Baltimore's Annual General Meeting (AGM) & Conference*; held on Thursday, November 8,

2018 – *International Regional Representative* elections. Further details available within the *2018 Nominations Committee Report on 2018 – 2021 International Regional Representative*.  
**B) NABSE's Corporate Representative 2018 – 2021:** President McFarland appointed NABSE member Tai Chapman (2018 – 2021) to serve in this capacity. Tenure is a three-year term beginning 2018 and ending in 2021.

4. APPROVAL OF AGENDA

Dr. Michael McFarland circulated agenda and discussed future agenda items: relevancy, sustainability, challenges, connections to NABSE, affiliates, Board of Directors, etcetera.

5. APPROVAL OF MINUTES/BUSINESS ARISING FROM THE MINUTES: November 19, 2017- N/A

6. ITEMS FOR DISCUSSION/DECISION

**Meeting Norms**

Discussion notes: all members need to be in attendance, start on time, timely notice, decisions made – group consensus; outside bashing unacceptable, dignity & respect, president speaks for NABSE, discussion items and documents distributed to all, positive intent, purposeful intention, respect for all, ensure contact information is shared, etcetera.

**NABSE's Immediate Past President Comments:** Dr. McFarland turned over the meeting to Past President Marietta English for her general comments.

**The “Big Six (6)”** – Several members joined in the “Big Six (6)” (outlined in NABSE's *Strategic Visioning Summit Report*) discussion.

**2019 NABSE Dallas AGM & Conference** – at the Hyatt Regency. It was moved and seconded (Rickman/King) to host the *2019 NABSE Dallas Annual General Meeting (AGM) & Conference* at the Hyatt Regency, Dallas, Texas.

**(CARRIED UNANIMOUSLY)**

**Future Conference Sites** – next three years, one of those three (3) will be New Orleans (Marietta English) Dr. Michael McFarland would like the *Board of Directors* to research future sites; several locations were suggested including: Toronto-Canada; San Diego, Chicago, Atlanta, San Antonio and Charlotte – USA cities. Site locations requires further investigation.

Tai Chapman (*Corporate Representative*) to Marietta English (*NABSE's Immediate Past President*) asked for all executed contracts to be provided as soon as possible to the *Board of Directors*. This action was identified as **imperative**.

**Executive Committee 2018 – 2019:** This committee consists of the four officers (*President, President-Elect, Recording Secretary and Treasurer*) and two additional members elected from the *Board of Directors*. President McFarland noted that the *Board of Directors* would decide/vote on the additional two (2) members in January 2019. Interested candidates may submit interest to the *Board of Directors* through the President.

**MEETING SCHEDULE** – *Board of Directors* meets quarterly, *Executive Committee* meets monthly or as required/called by the President and shall be held generally 1<sup>st</sup> Monday monthly; *Board of Directors* – 3<sup>rd</sup> Monday monthly.

### **NABSE Finances**

Building (310 Pennsylvania Avenue) loan extension to March 31, 2019; Judgement due on January 14, 2019; Demand letter received – Al Goggins (former Audio Visual technician); 2004 value of building @ \$4 million and today's (2018) estimate @ \$5 - \$6million. Discussion ensued around aging debt; bringing building up-to-standard, roof repairs, etcetera.

### **Future Items**

- 1) *Executive Committee* Voting and Designation
- 2) *Board of Directors* – Committee selections
- 3) Selection of an Audit Firm
- 4) **File of Forms** Conflict of Interest; Code of Ethics; Code of Conduct, Confidentiality
- 5) **Board of Directors (BOD) Insurance** – discussion of importance, estimated cost (\$800 minimally per member). Requires further investigation.
- 6) **Review of Calendar and Future Meeting Dates:** preparing to meet in January 2019, from now to January 2019 each board member (where applicable) was asked to touch bases with former incumbent of his/her position for documents and role discussion.

### 7. COMMITTEE REPORTS

**2018 National Conference Report** - N/A during this meeting

### 8. NOTICE OF MOTION/S

A) It was moved and seconded (Rickman/King) to host the *2019 NABSE Dallas Annual General Meeting (AGM) & Conference* at the Hyatt Regency, Dallas, Texas.

**(CARRIED UNANIMOUSLY)**

### 9. DATE OF NEXT MEETING

**Monday, January 7, 2019:** 1<sup>st</sup> *Executive Committee Meeting* (generally held monthly or as called by the President on the 1<sup>st</sup> Monday of the month) and,

*Board of Directors* – Dates TBD (generally held quarterly on 3<sup>rd</sup> Monday of the month)

### 10. IN-CAMERA: N/A during this meeting.

### 11. ADJOURNMENT

It was moved (Rickman) that the meeting be adjourned.

**(CARRIED UNANIMOUSLY)**

Meeting adjourned by the *Board of Directors* at 11:44am.



Jacqueline Herriott  
Recording Secretary, NABSE 2018 – 2021

Dr. Michael McFarland  
President, NABSE 2018 - 2020

**NABSE's Mission:** To enhance and facilitate the education of students of African descent throughout the nation and world.