



Spring Meeting Reminders  
Neil Swapp, Executive Director

New Customer Relationship Management System

NAfME will be implementing a new CRM (Customer Relationship Management) system to improve login issues experienced by some members. NAfME leadership and a nationwide task force, which I participated on, reviewed countless platforms to choose one that best meets the needs of our organization.

At the time of changeover, everyone with an email address in the NAfME database will receive an email welcoming them to the new system and prompting them to change their password. Once logged in, members will also be able to access members only-content on the NAfME website and the Amplify community.

Please be patient through the process and know that this system will be better than the current one in use.

The plan is for the new system to be implemented in the summer months and possibly as early as June. Please watch email for details on what you need to do.

Update Vendor Information

Please make sure that your school / school district has updated their list of vendors to include the new mailing address and contact information for NMMEA. Most districts will need an updated W-9 to do this, please contact me via email and I will get one to you. Please do not wait until the fall as then we will be in a crunch as you try to sign up for all-state auditions.

Handbook

Please review the online handbook for the latest updates and etc. It is each director's responsibility to make sure they are following the proper procedures and guidelines

Membership

In order to sign students up for auditions and events, each participating director must be current on their membership. Please make sure that you do not let this lapse as it could



possibly cause you to miss registration deadlines. Memberships can be renewed directly through the NAFME website.

### All-State Audition Registration

Please make sure to check the website regularly and meet all registration deadlines.

- Make sure to submit complete and accurately spelled names
- Students must declare their preference at the time of registration if they are auditioning for more than one ensemble. It is the responsibility of both directors to communicate and agree on the preference of the student and submit the same preference.
- You are only allowed to sign up students that are in your ensemble. Do not sign students up for another teacher (choir teacher signing up band students for the band director and etc.).