NACDEP Executive Committee (aka Board) Meeting Minutes, November 12, 2010

The meeting was held by conference call and webinar hosted by University of Minnesota’s UMConnect system.

Tim Borich (President-Elect) called the meeting to order at 1 pm.

Members Gary Green, Greg Davis, Harry Crissy, Steve Burr, and Michael Darger were in attendance so there was a quorum present.

Not present: Winifred McGee, Paulette Cooper, Ed Jones, Deb Tootle

Sue Bosscher and Peter Metsker from PAR and committee chairs Michelle Walk and Notie Lansford were also in attendance.

The agenda as prepared by Deb Tootle was accepted on a motion by Steve, second by Gary and carried.

The minutes of the October 8, 2010 meeting were accepted on a motion by Gary, second by Harry and carried.

Region Reports:

Northeast. No report

North Central. Gary reported that NCRCRD has its 2011 Small Grants RFP out.

Southern. Harry had nothing to report other than that the conference planning is going well for the Charleston, SC conference.

1890. Paulette Cooper was unable to get into the call but did send this written report: Southern Working on e-extension projects. PrairieView is working to get newly promoted employees in place and small business development opportunities into communities.

Western. Steve had no report on the West, however, he did report that the NET conference planning is going well with 67 presentation proposals received.

Committee Reports:

2011 Conference Committee. Tim reported that some of the keynoters have been lined up and they’re still working on one. The committee has six sub-committees that are engaged in planning. He will bring the budget back to the board in December.

Communications and website. Peter reported that the new website design is now posted and that we may be able to get a new hosting service for free. The Board thought it a good idea to move the site over to the free hosting location. Tim said that he and Paul LaChapelle will convene the committee in the next week or so (it hasn’t met yet) and that he will have Tim Brown, his web staff person there as well.

Recognition. Paulette had forwarded the Awards ideas to the Board, however, there was no discussion of them at this meeting .

Finance. Notie Lansford, Chair, presented a draft budget to the Board.

2013 Galaxy and Publications Committees had no reports.

PILD. Michelle Walk, Chair, reported that she had not received the PILD call for abstracts e-mail. Peter had sent it to the membership but sent it again during the meeting. Michael Darger received the 11-12-10 version.

Nominations. No report.

PAR - Peter reported that progress is slowly being made. Mailing lists, credit card processing. What will the PAR role be in the conference next year? It was decided to have a conference committee discussion about this and come back to next board meeting with the recommendations.

Follow-up from Board Retreat – next steps. The board had a mini debate about whether and how to go through the Tasks and Goals from the September F2F minutes. It was decided to go through them despite the fact that Deb Tootle, et al were not present, because there will always be people missing from any given meeting.

At this point, the conference call sound had deteriorated because of a hold message at Oklahoma State interfering with the call. Therefore, the call was switched to another call service. Quorum was lost at this point.

Peter Metsker, Sue Bosscher, Greg Davis, Tim Borich, Michael Darger called back into the meeting.

The remaining group went thru the Task/Goal matrix of 15 items from the KC F2F notes. Although a board quorum was not present, various follow-up actions were determined with a “bias for action” considered to be best for NACDEP during this continued time of transition from the former association manager to the new one.

1. Member engagement. Peter has felt constrained by committee structure and having to wait for committees to decide things. He would like to have PAR do things for the good of NACDEP. For instance, a newsletter for the organization (our former association manager did this) ; Peter will get the vehicle together for a newsletter and the Communication committee will drive content to PAR and look for an individual member to work with PAR. Peter will do a "bad first draft" of a member survey. Michael will react to the draft and run it by Ed Jones and Winifred. Then, the consensus draft will come to the next board meeting.

2. Making a “Wow” Business meeting at conference. This can be worked on later and the member survey results will influence it.

3. Foster working committees. Finance, Conference planning ( with 6 subcommittees), Recognition committees are active. It was suggested to have a Google internal website for board and committee members. Peter will work on that. Have a central calendar. Have a primer session at a board meeting on how to use it. Paul and Tim will get the Communications and Web Committee going.

4. Assess our role, expectations with JCEP. Bring back to the board. 3 presidents will work on this.

5. Foster a working association management. This was happening by virtue of the frank discussion on this call and the progress, “baby steps” that Peter reported.

6. Build communication with membership (see above)

7. Reactivate website. The design is accomplished. But the rest is up to getting Communication and Website Committee on the job (see above).

8. Strengthen value of membership. All of the above will help.

9. Investigate non-Extension appointment membership status. It was the consensus opinion that students would be very acceptable to membership and the non Extension folks may be acceptable too. Therefore, possibly bring the former in as a resolution to Business meeting in Charleston and the latter as a discussion. Michael will ask Stacey McCullough of the Member Services Committee about student member idea. Peter will investigate by-laws on how to make changes to membership status.

10. Joint registration for conference with NET. Have sub- committee (Steve Burr, Cynthia Messer, Peter Metsker) report back in Dec. to Board.

11/12. Partnering - developing external partnerships. Wait for that committee to meet (Deb Tootle, Steve Burr, Dick Senese)

13. Review/restructure awards. Not sure what exactly has happened to date. Tim will convey this back to Deb Tootle.

14. Foster development of community networks among membership. Resolve state/regional chapter development issues. Which was the first chapter? Has the Regional Chapters committee been formed and met? It was suggested to have the chairs of all the regional chapters meet as a committee at least once before the conference. Tim will convey this to Deb.

15. Review policy and procedure handbook. Peter will take a look and report back in November. Tim will call Deb.

There being no further business the meeting adjourned at 3 pm (note that the meeting went a full two hours and therefore much was accomplished).

Respectfully submitted,

Michael Darger

Secretary