



National Association of Community Development Extension Professionals

**Sept 16, 2022 Board Meeting
Agenda**

Welcome/Call to Order ~ *Rebekka Dudensing* (at 12:05 p.m. EDT/11:05 CDT.)

Roll Call ~ *Michael Dougherty*

- Rebekka Dudensing, President
- Crystal Tyler-Mackey, President-Elect
- Melinda Grismer, Immediate Past President
- Daniel Eades, Treasurer
- Michael Dougherty, Secretary
- Molly Donovan, Northeast Regional Rep
- Kara Salazar, North Central Regional Rep
- Joy Moten-Thomas, 1890s Regional Rep
- John Phillips, 1994s Regional Rep

- Jamie Menon, Co-Chair, Communications Committee (Comm-Comm)
- Jan Steen, Co-Chair, Communications Committee (Comm-Comm)
- Craig Carpenter, Finance Committee
- Nicole Walker, Co-Chair, Member Services Committee
- Michelle Eley, Co-Chair, DEI Committee
- Eric Walcott, Co-Chair, Recognition Committee
- Jamie Rae Walker, JOE Editorial Board Rep

- Donna Rewalt, ELC Committee Rep
- Sandra Thompson, PILD Committee Rep

- Jimmy Henry, Prairie View A&M (2024 Conference Host)
- Talia Washington, Prairie View A&M (2024 Conference Host)

- Ricky Atkins, The Association Source, NACDEP Executive Director

Agenda ~ *Rebekka Dudensing*

Melinda moved for approval. Daniel seconded. Approved.

Approve Minutes of the Last Meeting ~ *Michael Dougherty*

Joy moved for approval. Crystal seconded. Approved.

Treasurer's Report ~ *Daniel Eades*

Mostly unchanged from last month with just over \$180,000 in total assets. With expenses received from the conference, showing \$16,000 in net income. Expecting \$3,000 to \$4,000 in expenses the rest of the year. Expected finish \$3,00 to \$4,000 in the black for the year.

Michael moved to accept. Molly second. Accepted.

The Association Source ~ *Ricky Atkins, NACDEP Executive Director*

Uploaded reports to Member Clicks including regional rosters. Indicated there was little change in rosters as is normal this time of year.



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Partner Reports

- NIFA liaison ~ *Sarah Rocker*
Not present. No report. (Still on maternity leave)
- Regional Rural Development Centers Rep. ~ *Don Albrecht*
Not present. No report.

Standing Committee Reports (please include a brief Standing Committee Report) (Committees that indicated they had a report marked by an asterisk *)

- Finance Committee ~ *Craig Carpenter*
- *Communications Committee ~ *Jaime Menon/Jan Steen*
Jaime said the committee has directed job postings to LinkedIn. Its next meeting is in October. Jan said the expected call for the newsletter but has not occurred and will contact Tom Blaine, the editor.
- *Diversity, Equity & Inclusion (DEI) Committee ~ *Michelle Eley/Lupe Valtierra/Liza Hinz*
Michelle said the committee is working with other committee chairs on policies and procedures related to organizational mission and vision. The committee It is also waiting to see if there are any tasks or items for board retreat.
There have also been discussions on NACDEP demographic data as well as discussions with Member Services about possibly doing another membership survey. The committee wants to see if questions can be added about adding value and promoting DEI. Conversations are also occurring about how can support each other in our work and– how can attract diverse applicant pool. The committee is also looking at how it can to contribute to webinar series with sessions on DEI & Access topics.

Rebekka noted the executive board talked about a possible member survey in its pre-meeting.

- *Nomination/Policy & Procedures Committee ~ *Melinda Grismer*
A full evaluation report will be out (by September 19). Preliminary results were shared. The snapshot from conference showed that 15/68 reported being something other than white, non-Hispanic. A vast majority of respondents reported having over 75% Extension appointment. While most participants were from the 1862 institutions, participation from the 1890 institutions increased; but improvement is needed in participation from the 1994 institutions. Some participants were from disciplines outside of community development (which had most of the responses). Reported roles included Educator, Specialists, and Administrators.
A high number of attendees said they were likely or extremely likely to attend 2023. Reported barriers were costs of travel and budgetary concerns. There was also concerns about the dates and potential conflicts. Almost everyone felt welcomes (45 said strongly agree, 26 said agree, 5 said disagree, 3 said neutral). A few felt could not be themselves.
The concurrent and plenary sessions were the most attended while the awards, jazz reception, and mobile workshops were also popular. Most said the price was about right. The most reported benefit was getting new ideas followed by being encouraged in community development work.



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- Marketing Committee ~ *Susan Kelly*
- *Member Services Committee ~ *Nicole Breazeale/Nicole Walker*
Nichole Walker reported that two Wednesday webinars have been scheduled. On Oct. 12, a team from Ohio State will present. On Nov. 9, Russ Garner will present. Promotional information will be coming.
- *Recognition Committee ~ *Eric Walcott/Tamara Ogle*
Eric said a timeline had been worked out for the for awards. Submissions will open on Dec 1, with a deadline of Jan. 31 (2023). The committee will start working on marketing around those dates. Also, minor tweaks to awards descriptions are being made.
- Historian Report ~ *Stacey McCullough*
- Closing Comments
Rebekka noted that the executive board discussed in the pre-meeting how to incorporate committee work and questions in getting information from members. One idea was to have focus groups, possibly as part of NACDEP New Year, then launching a member survey in 2023.
Several suggestions were shared. DEI and Access ideas were reviewed. It was thought that having diversity statement information may be beneficial to have as well. Rebekka will be reaching out to committees about this.

**Updates from Regions & Partners (please include a brief Region/Partner Report)
(Chairs that indicated they had a report marked by an asterisk *)**

- Northeast ~ *Molly Donovan*
- North Central ~ *Kara Salazar*
- Southern ~ *Matthew Ulmer*
- Western ~ *Katie McFarland*
- *1890 ~ *Joy Moten-Thomas*
During the August meeting of members from 1890 institutions discussed, participants discussed what was needed to participate in 2023 conference. The main thing was assistance for travel; everyone was calculating their travel needs. A rubric is being created to examine/evaluate that. It was also shared that Prairie View A&M won bid for 2024 conference.

Sandra added that the AEA/1890s conference in Orlando was great.
- 1994/FALCON ~ *John Phillips*
- Joint Council of Extension Professionals (JCEP) ~ *Adam Hodges/Melinda Grismer/Rebekka Dudensing*
- Journal of Extension ~ *Jamie Rae Walker*



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- ELC (Feb. 7-9, 2023) ~ *Donna Rewalt, Russ Garner*
Donna reported that the RFP is out for presentations and is due Oct. 1. Added that there tend to be fewer proposals from NACDEP members and wondered if this could be promoted through existing communication channels.

Melinda plugged the skill building sessions for ELC. Donna said that a session focusing on “one thing” (topic) would be perfect for that.

Jan and Donna placed their emails in chat. Jan as a contact from Comm-Comm to help promote ELC; Donna in case people needed a contact to discuss potential sessions.

- PILD (April 17-19, 2023 in Arlington, VA) ~ *Ramona Madhosingh-Hector, Sandra Thompson*

Sandra said the conference planning was on-track and the committee is excited about it. Abstract submissions are open until Oct. 15.

Conference Reports

- 2023 Conference – *Katie McFarland/Rebekka Dudensing*
Rebekka reported the planning committee had a couple of meetings. The team is busy right now with “fair season” but things are rolling along. Also, the team from Prairie View has been plugged into the process.
- 2024 Conference– *Jimmy Henry/Talia Washington*
Jimmy said team members have been sitting in with the conference committees and learning the process. Added that Talia would be on the calls if Nate Peterson could not attend.

Old Business: None

New Business

- Rebekka asked for broad input to gauge interest in a special issue of the Community Development Society journal *Local Development & Society* issue focused on NACDEP-relevant issues as the journal moves from two to four issues annually. This could become an annual activity if it is well-received. It could be done in conjunction with a webinar to create an event. Perhaps the RRDCs might want to sponsor this to help recoup a \$4,000 fee for special issues. A topic might be community development and community well-being, focusing on how people have put theory into practice.
- Rebekka added that she had had a meeting with Community Development Society Chair Mary Emery and Treasurer Bo Beaulieu regarding on collaboration. Topics included newsletters where NACDEP could highlight the two CDS journals (*Community Development* and *Local Development & Society*). Each association could also publicize the other’s conference. The discussion also sought to know if NACDEP would be interested in working on special issues of the journals (see above) – DEI issues could be a possible topic. This could be formalized with liaisons, though unsure how this would work. Finally, a joint conference was discussed, though there were some concerns the last time this occurred (2017).



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Announcements

- Rebekka reminded everyone that the meeting date next month will be different – Friday, Oct. 28 (one week later) as it is being held in conjunction with executive board retreat. Invitations has already been sent out. Melinda asked about the time. Rebekka said it would be the same as 9 a.m. PDT is still 12 noon EDT/11 a.m. CDT.

Adjourn

- Joy moved. Meeting adjourned. (12:53 p.m. EDT/11:53 p.m. CDT)

Board meetings are by Zoom on the 3rd Friday of each month (after conference, next one 7/15)
START TIMES: 9 a.m. (PACIFIC) • 10 a.m. (MOUNTAIN) • 11 a.m. (CENTRAL) • noon (EASTERN)



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Committee Reports

9/16/2022

Please include a few sentences about your committees' current discussions and actions. If decisions are needed from the board, please note those in advance of the meeting.

Please respond to the DEI charge in the pink section for your committee if you haven't done so (or have something to add) – We have what was submitted last time, but not all committees had met on this topic; if you've done this or don't have anything, please disregard:

Considering ways to help the board define and own our DEI commitment (with DEI liaisons). Committees are asked to identify questions that have for a general membership survey. And how to move DEI issues forward into conference activity. (The exec board is asking for feedback before retreat. We will discuss the survey

survey, DEI, and mission/vision/values updates. We'll ask for additional feedback after the retreat and on into the conference.)

References

-mission/vision/values <https://nacdep.memberclicks.net/mission-vision>

-bylaws and policies/procedures <https://nacdep.memberclicks.net/document-library>



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Standing Committee Reports

- Finance Committee ~ *Craig Carpenter*
- Communications Committee ~ *Jaime Menon/Jan Steen*
 - Date of last meeting: August 5th, 2022
 - Decisions/actions requested from board: No meetings since last board meeting. We have redirected some requests for job postings to have them post themselves on the NACDEP LinkedIn group page. Next meeting is October 14th @ 10 AM CT/11 AM ET.
- Nomination/Policy & Procedures Committee ~ *Melinda Grismer*
- Diversity, Equity & Inclusion (DEI) Committee ~ *Michelle Eley / Lisa Hinz / Lupe Valtierra*
 - Date of last meeting: Sept. 13
 - Committee highlights:
 - Mission and Vision Statements Recommendations: Statement will be shared with the Policy and Procedures Chair for further discussion and determine if a review of By-laws document is needed. This committee can offer insights on what the possible strategy will be before it is presented to the Board.
 - Board Retreat: Please keep in mind principles of DEI when planning and doing in terms of vendors, workshops, activities (for upcoming conference events in 2023 and 2024)
 - Member Demographic Data: Making connections with past data that's available. What we already have, what does it tell us about who we are? How we can refresh it / determine if we need another data snapshot to capture any DEI issues, opportunities and concerns that our members may voice with involvement of Members Services Committee. We collected executive summaries of former membership surveys compiled in 2011, 2014 and 2019. The conference evaluation survey results will be forthcoming. Suggestion was provided to do some targeted focus group discussions with members along with a survey as a strategy to gain feedback from members. Decisions/actions requested from board: Please share any action items (if any that our committee may be aware in preparation of the Board Retreat
- Marketing Committee ~ *Susan Kelly*
- Member Services Committee ~ *Nicole Breazeale/Nicole Walker*
 - Date of last meeting: Friday, September 2, 2022
 - Discussed some of the conference survey data as relates to the conference buddy program. Generally, newcomers with assigned buddies were highly satisfied with their experiences. A few comments were that there was at least one person who didn't get to connect with their buddy before the conference; another person suggested there be a designated time for the buddies and mentors to meet up; one said they had a chatty mentor! Overall, we think we have a good launch for planning next year's conference buddy program.



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- We have two Wednesday Webinars to present to membership for the fall: Oct. 12, Creating Entrepreneur Ecosystems (Ohio State team); and for Nov. 9, "Using the Community Capitals Framework . . ." Russ Garner, MS State.
- Next meeting is Oct. 7.
- Recognition Committee ~ *Eric Walcott/Tamara Ogle*
 - Date of last meeting: 9/7/22
 - Committee highlights:
 - Reviewed and approved changes to the application procedure and award descriptions document.
 - Decided on a timeline for awards submissions and judging. Open call for awards Dec 1. Awards will be due January 31
 - Will write an article including the application procedures and award descriptions document for the fall newsletter.
 - Amber Twitty will serve as our liaison with the DEI committee
 - Will follow up with member services and marketing about NACDEP New Year.
- Historian Report ~ *Stacey McCullough*
- Conference Report ~ *Katie Hoffman-McFarland*

Updates from Regions and Partners

- Northeast ~ *Molly Donovan*
 - Committee highlights: Working to schedule a November 2022 meeting including NACDEP Board President Rebekka Dudensing to learn more about DEI initiatives and board priorities.
- North Central ~ *Kara Salazar*
- Southern ~ *Matthew Ulmer*
- Western ~ *Katie McFarland*
- 1890 ~ *Joy Moten-Thomas*
- 1994/FALCON ~ *John Phillips*



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- Journal of Extension ~ *Jamie Rae Walker*
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- PILD (April 17-19, 2023 in Arlington, VA) ~ *Ramona Madhosingh-Hector, Sandra Thompson*
 - Committee highlights: The call for abstracts is still open through October 15.
<https://www.jcep.org/pild/2023>