



National Association of Community Development Extension Professionals

August 18, 2023 Board Meeting
12-1:30 p.m. ET

Join Zoom Meeting

<https://us02web.zoom.us/j/89378200557?pwd=NU05eU5ncldyb2RGVXkxQi90bWQwQT09>

Agenda

- **Welcome/Call to Order** ~ *Crystal Tyler-Mackey (12:01 PM ET)*
- **Roll Call** ~ *Michael Dougherty*
 - Crystal Tyler-Mackey, President
 - Michelle Eley, President Elect
 - Rebekka Dudensing, Immediate Past President
 - Daniel Eades, Treasurer
 - Michael Dougherty, Secretary

 - Hunter Goodman, Southern Regional Rep
 - Jan Steen, North Central Regional Rep
 - Juliet Daniels, Western Regional Rep
 - Henry Thompson, 1994 Regional Rep

 - Nicole Walker, Member Services Committee Co-Chair
 - Charissa Puryear, Member Services Committee Co-Chair (left early)
 - Gwynn Stewart, Communications Committee (Comm-Comm) Co-Chair
 - Tamara Ogle, Awards Committee Co-Chair
 - Eric Walcott, Awards Committee Co-Chair (left early)
 - Tanya Lamo, Marketing Committee Co-Chair
 - Donna Rewalt, Marketing Co-Chair and ELC Planning Committee Rep
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 - John J. Green, RRDC Rep (left early)
 - Karen Tanner, ELC Planning Committee Rep

 - Ricky Adkins, NACDEP Executive Director
- **Agenda** ~ *Chrystal Tyler-Mackey*
 - Rebekka moved to approve. Daniel seconded. Approved.
- **Welcome Dr. Hunter Goodman, New Southern Region Representative** ~ *Chrystal Tyler-Mackey*
 - Announces that Hunter has replaced Matt Ulmer, who has moved to new position away from Extension. Thanked Matt for his service.



National Association of Community Development Extension Professionals

- **Approve Minutes of the Last Meeting ~ Michael Dougherty**
 - Crystal discussed Member Clicks and Google Drive use for committee reports. Decided to move back to just using Member Clicks to file reports. Crystal and Michael to develop an email with instructions/information on uploading reporting.
 - Juliet requested a correction to the minutes as has her name was incorrectly spelled (as Juliette)
 - Daniel moved to approve the minutes as corrected. Juliet seconded. Approved as corrected.

- **Treasurer's Report ~ Daniel Eades**
 - Financial statements uploaded by Ricky to MemberClicks. Report also uploaded.
 - Almost \$202,000 in assets, including \$55,000 in endowments.
 - Revenue and expenses unchanged – except for nominal operational items. \$20,000 more in expenses overall.
 - Juliet moved to accept the report. Michael seconded. Accepted.

- **The Association Source ~ Ricky Atkins, NACDEP Executive Director**
 - Uploaded to reports to Member Clicks, including regional rosters. 388 members. Happy to answer questions.
 - Rebekka asked about retreat plans. Ricky going to let Crystal develop agenda. Travel in on October 18. Dinner and a late meeting on the 18th. Meeting on the 19th with a tour. Half day of meetings and regular board meeting on the 20th before leaving.
 - Will need to know check-in and checkout dates for those attending. Reservations will be made from that.
 - Juliet asked about the conference hotel – the Marriott Marque Houston. Crystal explained the retreat plans and purpose.

Partner Reports

- NIFA liaison ~ Sarah Rocker
 - Not present. No report.

- Regional Rural Development Centers Rep.- SRDC - John Green
 - Increase in RRDC funding, busy with that. Been mindful of including participation and representation in NACDEP in plans across all centers.
 - Been connecting with national extension initiatives. Started inviting partners in monthly meetings. This month had David Kay from National Extension Climate Initiative. In process of inviting new NIFA Director (Manjit K. Misra) to get big picture.
 - Have had conversations with Rural Sociological Society (RSS) about NACDEP. Just got back from conference at the University of Vermont. There was robust Extension participation. Next year's is at the University of Wisconsin (Madison).
 - Centers collectively engaging in efforts for collaborations that work across 1862-1890-1994. (North Central and Western centers working with FALCON; Southern center partners with 1890 institutions).
 - Will be at Southern Program Leaders Meeting next week for SRDC presenting research about Extension collaborations that work between 1862s and 1890s.



National Association of Community Development Extension Professionals

- Community Development Society (quarterly) ~ *Bo Beaulieu*
 - Not present. No report.

Standing Committee Reports (please include a brief Standing Committee Report)

- Finance Committee ~ *Craig Carpenter*
 - Daniel reported no updates.
- Communications Committee ~ *Jaime Menon/Gwynn Stewart*
 - Gwynn provided report.
 - Met with Member Services and Marketing. Resources shared. Continued conversation. Items discussed include website, logo,
 - Fall Newsletter calls will be on September 19 and 26 with a deadline of Oct. 3, and publication on Oct. 10.
 - Next Comm-Comm meeting is Sept. 1
- Nomination/Policy & Procedures Committee ~ *Rebekka Dudensing*
 - No report.
- Diversity, Equity & Inclusion (DEI) Committee ~ *Michelle Eley/Lupe Valtierra/Liza Hinz*
 - Michelle reported committee met Aug. 8. Looked at items from listening sessions. Working on setting priorities. Have a good working list. Need to share with board before proceeding too far. Looking for synergies based on those working on committee.
 - Identified another individual to serve as co-chair. Amber Tweety will replace Michelle (who is President elect for NACDEP). Michell will continue to be liaison to the board.
 - Crystal thanked Michelle for her leadership and acknowledged leadership/work of others.
- Marketing Committee ~ *Tanya Lamo/Donna Rewalt*
 - Tanya reported three committees – Marketing, Member Services and Comm-Comm – met to evaluate Venn Diagram to verify roles.
 - Next Marketing Committee meeting is Aug 25. (It did not meet in July).
 - Determined that NACDEP New Year does not fit into bucket of any committee. Hoping to have a polished proposal to bring to board next meeting.
 - Discussed logo (make it more inviting). Done research on how to update website (to make it “slicker” and more user-friendly). Found different layouts in Member Clicks.
 - Crytal noted it would be nice to have a new look that lines up with our organization.
- Member Services Committee ~ *Nicole Walker/Charissa Puryear*
 - Nicole reported the committee met Aug. 4 and is meeting monthly.
 - Have set dates for Wednesday Webinars. There will be five this year, starting Oct. 11. Comm-Comm will have a “save the date” announcement available soon. Plan to fill with good, non-presented proposals. Also have a Qualtrics tool to call for specific proposals.
 - Begun discussing scholarships since it is committee’s responsibility to bring people and excitement to the conference. Plan to have a proposal at the next board meeting.



National Association of Community Development Extension Professionals

- Recognition Committee ~ *Eric Walcott/Tamara Ogle*
 - Tamara asked to share the screen to show what the committee had been working on.
 - Committee is becoming increasingly frustrated with award applications submission process and the Excel sheet used to prepare for awards/certificates. Also every year have to throw out applications because of formatting requirements (which are done for fairness and easy of judging).
 - Want to look at different options (for accepting submissions). Looked at Oxford Abstracts and it was not possible. Google forms did not meet needs. Decided to do it through Qualtrics.
 - Submissions will be sent directly to chairs (or their designee) upon submission. Submissions will no longer need cover page. There are some issues as we will lose some formatting options (e.g., typefaces, tables), but some will stay (e.g., bullets). People will also be able to copy text from Word. The committee will be able to send links to judges rather than create files and folders. Want feedback and advice about this.
 - Will still be able to upload items for the Distinguished Career Award and Distinguished Service Award (e.g., CV, letters of support). Only other thing considering is asking teams to submit a file with names of members (so don't have to retype). It is a work in progress. We have it worked out with display logic that all awards will be on one link (rather than one for each type of award).
 - Michelle asked about Qualtrics (for the team lists), noted it can export to Excel. Tamara said the list ends up in one line. one-line, which means it still had to be copied over.
 - Tamara showed the Qualtrics form and how it uses a character limit (to measure length). Added that the only disqualification now would be not hitting the required two-fifths team members as NACDEP members. This will decrease review time and reduce disqualifications (for technical issues with the form). DQs (on form).
 - Rebekka said it looked like good fixes for consistent problems. Crystal asked Tamara to drop email in chat (togle@purdue.edu).

- Historian Report ~ *Stacey McCullough*
 - Not present. No report.

Updates from Regions & Partners (please include a brief Region/Partner Report)

- Northeast ~ *Scott Slattery*
 - Not present.
 - Crystal noted the region was working on training around core competencies for CD. Also, celebrated funding that went to New Hampshire for broadband.

- North Central ~ *Jan Steen*
 - Reported about regional meeting. It had 34 attendees and features updates from Crystal, the NCRCD, and about proposals and conference. Michael Darger presented on business succession and training (some information can be found on the NACDEP YouTube channel.).
 - Rural grocery summit will be held in conjunction with Auburn is coming up.



National Association of Community Development Extension Professionals

- Southern ~ *Hunter Goodman*
 - Introduced self. Focuses on CEWD at Arkansas. An IACD Trustee for North America and the Caribbean Islands. Interest with IACD with associations like NACDEP.
 - Reported that Arkansas will be hosting Dee Brooks and Michelle Dunscombe with the Jeder Institute in Australia, an international partner that works on ABCD and community building Oct 30-Nov. 3.
 - Will be reaching out to other regional reps to keep things going and build on Matt's work.

- Western ~ *Juliet Daniels*
 - Been working with WRDC. Will be holding a joint meeting with the region and rural development center.
 - Working on a survey. Holding workshops on presentations, awards, JOE articles. Looking at a region wide institute on community development.

- 1890 ~ *Iris Crosby*
 - Not present. No report.

- 1994/FALCON ~ *Henry Thompson*
 - *Reported that FALCON will be Oct 13-15, 2023 and it was great to have board members last year (Dates incorrect on agenda).*
 - *Preconference sessions at Colorado State on climate and at the hotel on agriculture. There is also a preconference summit on partnership Oct 12-13 at another hotel.*
 - <https://connect.extension.org/blog/falcon-2023-annual-conference-registration-is-now-open-please-register-now>

- Joint Council of Extension Professionals (JCEP) ~ *Rebekka Dudensing/Crystal Tyler-Mackey*
 - Crystal said to stay turned for award winners and new award opportunity.

- Journal of Extension ~ *Jamie Rae Walker*
 - Not present. No report.

- ELC ~ *Donna Rewalt/Karen Tanner*
 - Donna reported that the RFP was about to roll out. Conference is Feb. 14-15, 2024 in Tampa. Theme is "Year-Round Leadership." Proposals are due Oct. 13. NACDEP had good representation last year. Offers a chance to connect with other units and practitioners. Longer form sessions and short (20 min) sessions available.
 - Co-chairing sessions committee. Karen also on committee. Plan to meet to coordinate as NACDEP reps (to the planning committee)
 - Crystal suggested thinking about others who might contribute/benefit. Also noted to see more information on <http://jcep.org>



National Association of Community Development Extension Professionals

- PILD ~ *Ramona Madhosingh-Hector/Erin Ling*
 - Not present.
 - Crystal noted the conference will be April 15-17, 2024 in Washington, DC area. RFPs are out and Oct. 13. See <http://icep.org> for more information.

Conference Report

- 2024 Conference – *Jimmy Henry/Nate Peterson/Talia Washington*
 - Rebekka said the group normally meets on the Thursday before the board call. Subcommittees have been meeting as well. Something happening at PV this week (preventing them from
 - Crystal made a general call for people to help to be part of planning process.
- 2025 Conference - *Rebekka Dudensing*
 - Ricky noted would be meeting Adam first week of September for visit and start contract negotiations with Marriott.
 - Gwynn states that both Member Services and Comm-Comm both talked about resource for helping people find funding to conference (in addition to NACDEP scholarships). Email is stewart.1818@osu.edu

Old Business

- None

New Business-

- None

Announcements

- Next meeting – September 15, 2023

Adjourn

- Juliet noted did not need a motion to adjourn since all agenda items covered.
- Meeting adjourned.

Board meetings are by Zoom on the 3rd Friday of each month
START TIMES: 9 a.m. (PACIFIC) • 10 a.m. (MOUNTAIN) • 11 a.m. (CENTRAL) • noon (EASTERN)