



National Association of Community Development Extension Professionals

July 19, 2019 Board Meeting

START TIMES: 9 a.m. (PACIFIC) • 10 a.m. (MOUNTAIN) • 11 a.m. (CENTRAL) • Noon (EASTERN)

Zoom Contact: <https://ncsu.zoom.us/j/120492328>

**Phone: 929 205 6099
+19292056099,,120492328#
Meeting ID: 120 492 328**

Agenda

- **Welcome/Call to Order** ~ *Susan Kelly*
- **Roll Call** ~ *Crystal Tyler-Mackey*
 - Susan Kelly, President
 - Nancy Bowen-Elzey, Treasurer
 - Amanda Phillyaw Perez, Southern Rep
 - Brian Raison, North Central Rep
 - Crystal Tyler-Mackey, Secretary
 - Kristen Devlin
 - Rachel Welborn
 - Michael Dougherty
 - Ricky Atkins
 - Notie Lansford
 - Katie Hoffman
 - Adam Hodges
 - Brent Elrod
- **Approval of the agenda** ~ *Susan Kelly*
 - Amanda Phillyaw Perez moved to approve. Adam Hodges seconded. Approved.
- **Approve June 10, 2019 Minutes** ~ *Susan Kelly*
 - Nancy Bowen-Elzey made a motion to approve. Amanda Phillyaw Perez seconded. Approved.
- **Treasurer's report - Accept and file** ~ *Nancy Bowen*
 - Balance sheet and profit/loss not yet updated from conference – hotel bill



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- Things looked good at conference, maybe \$15-20,000 profit
 - Vanguard account added
 - Hope to have more details by next month
 - Susan Kelly added that hotel bill has been received
 - Adam Hodges made motion to approve; Amanda Phillyaw Perez seconded. Approved.
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- **The Association Source** ~ *Ricky Atkins, NACDEP Executive Director*
 - Working on finalizing details from conference. Paying bills
 - Picked up several members, now at 359 members; highest in a while
 - Working on endowment funds and registrations.
 - Putting items in separate categories
 - Filed report on MemberClicks
 - Susan Kelly said Ricky Atkins did an excellent job with the conference and appreciates the work he and Jodi did.

Note: For committee reports, please use the framework from the Strategic Plan. Also, please post your reports to MemberClicks before the meeting.

Strategic Plan focus areas:

Board will be working on some strategic doing at the retreat on this areas.

- Priority #1: Communication Strategy
- Priority #2: Member Engagement
- Priority #3: Financial Stability
- Priority #4: Committee/Board Structure and Function

Partner Reports (2-3 minutes, written reports are preferred)

- Natl. Institute of Food & Agriculture (NIFA) ~ *Brent Elrod*
 - Brent reported that NIFA is moving to Kansas City. About 25% of the staff accepted the move. They have until August to change their minds. But they anticipate a great number of positions posted. Direct hires to report in KC for specialists positions. Soon National Program Leader and policy positions will be posted. NACDEP and other professional associations can be a great partner in this “rebuilding” of the agency. They are still determining who is going and who is staying. Brent is moving last week of September, but those with children have to be there to enroll by August 12. There’s a lot of emotion around the changes. One other program specialist in the division is making the transition.
 - Visiting scholars, other options, are ways that the professional associations can support.



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- In the NIFA Division of Family and Consumer Sciences, Caroline Crocoll made assert for 6 positions to stay in DC for stakeholder engagement. If she does get it, there will be a change. Brent will likely be tagged to take on new roles. Professional associations will be key to articulating the needs.
 - Not sure who is making the move from 4-H or from Office of Grants and Contracts
- Regional Rural Development Centers Rep. ~ *Kristen Devlin*
 - Second round of Coming Together for Racial Understanding workshop set for Oct 7-11 in Minneapolis; more details to come
 - NE Center Iteration of Call for Proposals due Sept 30 – mostly for NE people. Requires that $\frac{3}{4}$ of team has to be from NE
 - RRDCs are supporting Tourism Design team biennial conference in October – registration is open

Committee Reports

- Finance Committee ~ *Daniel Eades*
 - Not on call
- Communications Committee ~ *Melinda Grismer*
 - Not on call, traveling with students
- Marketing Committee ~ *Rebekka Dudensing*
 - Not on call
- Member Services Committee ~ *Michael Dougherty*
 - Committee is taking the month off and sent a brief message this morning
- Resolution and Policy ~ *David Civittolo*
 - Not on call, taking vacation
- Recognition Committee ~ *Rachel Welborn*
 - Committee has a call in August. Want to start with fall promotion for awards, earlier than in the past; others on the call stated they support this
 - Carroll Welte was not available for the call today
 - Rachel asked if we should not accept self-nominations for JCEP award; there was support for having someone else make those nominations
- Development Committee ~ *Notie Lansford*
 - First official meeting August 2
 - Have 5 new members. Stacey McCullough and Michael Wilcox stayed
 - Over \$1000 raised for scholarships and \$2000 for endowment at the conference
 - Sent thank you notes to those who donated and purchased at the auction
 - Susan said we'll be discussing who takes responsibility for the auction
- Historian Report ~ *Stacey McCullough*
 - Not on call

Updates from the Regions & Partners

- Northeast ~ *Mary Peabody*



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- Not on call
- North Central ~ *Brian Raison*
 - Have quarterly meeting upcoming, great to connect at these 4 meetings
 - From meeting at conference in North Carolina regional conference, they stated they liked the regional sharing
 - Attendees seemed favorable toward webinars
 - Wanted to learn more about using MemberClicks
 - Mentoring and coaching was discussed – short, engaging modules
- Southern ~ *Amanda Philyaw Perez*
 - Good meeting, packed room at conference in North Carolina
 - Periodic emails with specific information like regional collaboration opportunities such as through grants, etc.
 - Periodic webinars
 - Anything that can be moved from business meeting to online format is great. Liked that this year's format was improved.
 - Regarding increased member fee – attendees expressed slight favor towards a small increase
 - If not Western region for hosting 2021 conference, reach out to Southern Region
 - Shared information about new state chapters
 - Amanda has been working with Florida for state chapter
 - Mary Peabody will take over liaison role from Amanda given what they're doing with CRD 101.
- Western ~ *Katie Hoffman*
 - At regional meeting mostly discussed how to host conference
 - Discussed transition from previous Western region rep to Katie
- 1890 ~ *Michelle Eley*
 - Not on call
- 1994/FALCON ~ *Yvonedda (Henry) Thompson*
 - FALCON meeting in December, working with Colorado State for pre-conference on how best to collaborate
 - Will send pre-conference information and dates
- Joint Council of Extension Professionals (JCEP) ~ *David Civittolo/Susan Kelly/Adam Hodges*
 - Susan shared that she represents NACDEP. They have discussed timing of the conference; etc.
- Journal of Extension ~ *Jamie Rae Walker*
 - Not on call.

Conference Reports

- *PILD Conference 2020 ~ Russ Garner/Nadine Sigle*
 - Not on call
- 2020 Annual Conference May 31 - June 3 Portsmouth, NH Rich Past Vibrant Future ~ *Charlie French/Adam Hodges*
 - Kristen shared that committees have been formed and each have a chair
 - Charlie is working on the budget



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Unfinished Business

New Business

1. State Chapter Update:
 - a. Amanda gave overview of Florida application for FACDEP, having been inspired by North Carolina's state chapter. The application has been uploaded to MemberClicks
 - b. Susan Kelly welcomed Linda Seals to the call and Linda thanked Amanda for helping them get the application submitted. Ramona Madhosingh Hector agreed. Nicole Walker joined the call from Florida, as well.
 - c. Susan made a call for any questions from the board. Susan asked how they will ensure that FACDEP members are also members of NACDEP. Ramona responded that they will cross-check.
 - d. Amanda Phillyaw Perez made a motion to approve application. Adam Hodges seconded. Approved.
2. Consideration of 2021 Conference Bid by Katie Hoffman of Idaho – Decision
 - a. 2021 Conference – Katie Hoffman
 - i. Western Region looking to host at Cor d 'Alaine hosting
 - ii. University has committed to support with staff time.
 - iii. Katie and Michael will co-host the conference. The proposal has been uploaded to MemberClicks.
 - iv. Tentative date reserved – May 15-19. Did contact resort to see if they could move it back, June 5-10 is reserved for another group but they have not signed a contract yet. It's possible, but the rates will also be higher since it's the busy season.
 - v. There is a lot to do in the area – historic significance, natural resources, etc.
 - vi. Fly to Spokane, WA and easy transport to the resort.
 - vii. Susan is excited about the application. Adam asked Ricky about the prices and if it was in line with what we've done before. Katie added that \$215-\$249 is the room rate for June. Ricky noted that this is probably more than members want to pay.
 - viii. Adam Hodges made the motion to accept proposal by Idaho to host 2021 conference. Seconded by Brian Raison. Ricky Atkins added that they need to review and negotiate contracts so not to sign anything. Approved.
3. Direct Ricky Atkins to open a bank account to serve Planning CoP financial arrangements – Decision
 - a. Ricky Atkins requested approval to open bank account to serve Planning CoP. Nancy Bowen-Ellzey said there's a \$2000 deposit waiting for this account to be opened. Nancy mentioned there will likely be one check per year sent out to the CoP. The Planning CoP will cover additional banking fees.
 - b. Nancy Bowen-Ellzey moved for NACDEP to become fiscal agent for the Planning CoP and Ricky Atkins will open the account. Brian Raison seconded. Approved.

Comments and Announcements



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Adjourn

Meeting adjourned at 1:07pm

Next Zoom Board mtg. is August 16, 2019 at 12:00 Eastern Time

Board meetings are by Zoom on the 3rd Friday of each month.

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Following is the schedule for the 2019-2020 Board:

2019

August 16

September 20

September 25-27 Retreat

October 18

November 15

December 20

2020

January 17

February 21

March 20

April 17

May 15

June 1 Annual Business Meeting