**National Association of Community Development Extension Professionals**

**Board Meeting**

**August 16, 2024 - 12-1:30 p.m. ET**

**Join Zoom Meeting**

<https://us02web.zoom.us/j/83224495532>

Meeting ID: 832 2449 5532

**Agenda**

**Welcome/Call to Order** ~ Michelle Eley

**Roll Call** ~ Adriana (“*Audrey”) Palmer*

* Michelle Eley- President
* Jaime Menon
* Crystal Tyler- Mackey
* Daniel Eades
* Adriana Palmer
* Henry Thompson
* Jan Steen
* Scott Slattery
* Julie Daniels
* Erin Ling
* Karen Tanner
* Jamie Rae Walker
* Steve Alessi
* Adam Hodges
* Michael Dougherty
* Gwynn Stewart
* Donna Rewalt
* Nicole Walker
* Lisa Hinz
* Stacey McCullough
* Ricky Atkins

**Agenda** ~Michelle Eley

Julie Daniels moved. Crystal Tyler- Mackey seconded. Approved.

**Approve Minutes** (for July)~ *Audrey Palmer*

Jaime Menon moved. Julie Daniels seconded. Approved.

**Treasurer’s Report** ~ *Daniel Eades*

* Budget Statements for June/July have been uploaded to memberclicks
* June Balance: $199, 454
  + $60,000 Endowment
  + Membership over budget over $8k, $39,870
* Organization’s finances primarily driven by conferences.
* July Report
  + $158, 642 in Total Assets
  + Under $61K in Endowment
  + Want to maintain two times operating expenses in the account.
  + Brought in a lot of dollars from sponsorships.
  + Conference costs was high and more then $66K over what was budgeted
  + Recoup more money from next conference because it is not as expensive
  + 2019/2020 Tax Returns were not filed on time. We owe penalties of about $7500.Will give an update soon.
* Idea for a conference committee and then host conference committee to help alleviate having people making decisions who know what to look for.

Julie Daniels moved. Scott Slattery seconded. Approved.

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

* Uploaded report to memberclicks.
* Uploaded regional rosters
* Believes we can recoup money from Conference 2025 because it is inexpensive.

**Partner Reports**

* NIFA liaison ~ *Sarah Rocker* 
  + NP,NR.
* Regional Rural Development Centers Rep.- NERCRD – Stephen Alessi, Associate Director
  + Partnered with Penn Station on outdoor event showcasing Ag. Able to gather data and show census data from the Northeast region.
  + Have Broadband Webinar- Sept 24th
  + Preliminary survey results back from Agritourism project.

**Standing Committee Reports**

* Finance Committee ~ *Craig Carpenter*
  + NP, NR.
* Diversity, Equity & Inclusion (DEI) Committee ~ *Lisa Hinz*
  + DEI Drop In Conversations (4th)
    - Bi- Monthly
    - Scenarios
    - Between 5-15 people
  + DEI Summer Book Read- Upstream
    - 5 Week Session
    - Enjoyed it
    - Professional informal conversation has been successful
  + Any charge from Board?
    - Open to ideas and suggestions
    - The Board will revisit the charge. We will prioritize from this point.
* Communications Committee ~ *Gwynn Stewart*
  + Team met on August 2nd
  + Reviewed conference videos and uploaded them on social medias
  + Social media updates
  + Job Postings
  + Ricky- Save the Date for 2025 Conference on website (add to conference materials)
  + Thom Blane- Newsletter went out
  + Waiting for the new logo file.
  + Next meeting is Sept 6
* Marketing Committee ~ *Donna Rewalt* 
  + Tanya will be apart of the committee but not co-chair
  + Next meeting Friday August 23rd
  + Finalizing logo variations and formats
    - Develop basic logo standards
    - Propose at next meeting
  + Website Updates
    - Want to make it better
    - What information needs to be switched over
    - Including other committee members
* Member Services Committee ~ *Nicole Walker*
  + Have not met yet. Will meet September 6, 2024
  + Conference Buddy Mentor Assignment
    - 51 people who needed mentors
    - 24 Mentors participated
  + Newcomers Sessions
    - Following up with the newcomers with intentionality
  + Waiting for the Board to give direction on what programs to provide from this committee.
* Recognition Committee ~ *Eric Walcott*
  + NP, NR.
* Nomination/Policy & Procedures Committee ~ Crystal Tyler-Mackey
  + No updates.
* Historian Report ~ *Stacey McCullough*
  + NP,NR.
  + Happy to work with her colleague on this committee.

**Select Committee Reports**

* + Professional Development (Crystal Tyler-Mackey and Hunter Goodman)
    - How to keep the momentum going in a structured way. If you want to be apart or have questions contact, Dr. Tyler- Mackey.
    - Everyone send a committee member representative

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

* Northeast ~ *Scott Slattery*
  + *Tabled. Deferred to next month.*
* North Central ~ *Jan Steen*
  + Tabled. Deferred to next month.
* Southern ~ *Nate Peterson*
  + Tabled. Deferred to next month.
* Western ~ *Julie Daniels*
  + Tabled. Deferred to next month.
* 1890 ~ *Iris Crosby*
  + Tabled. Deferred to next month.
* 1994/FALCON ~ *Henri Thompson*
  + Tabled. Deferred to next month.
* Joint Council of Extension Professionals (JCEP) ~ *Rebekka Dudensing/Crystal Tyler-Mackey*
* Journal of Extension ~ *Jamie Rae Walker*
  + Term is ending, time to rotate off
  + Need to nominate another person
  + We have 2 published members
* ELC ~ Karen Tanner (2nd year); 2nd rep. (vacant)
* PILD ~ Erin Ling (2nd year); 2nd rep. (vacant)

**Conference Reports**

* 2025 Conference *– Adam Hodges/ Michael Doughtery*
  + Populating committees to start work
  + Co-Chairs have experience with conferences and finances with NACDEP.
  + If you need time, please email Adam and Michael
  + 3rd Thursday 1PM-2PM
* 2026 Conference Proposal *–* *Jan Steen*
  + Jan Steen shared a presentation
  + Air Capital of the world
  + Hotel/Date Options
    - Hyatt Regency/Century II- June 15-18, 2026
    - Drury Plaza Hotel Broadview- June 15-18, 2026 & June 22,-25, 2026

Crystal Tyler- Mackey moved. Daniel Eades seconded. Approved conference location in Wichita, Kansas.

**Old Business -**

**New Business**

**Announcements**

* Next meeting – September 20, 2024

**Adjourn**

Julie Daniels moved. Jan Steen seconded. Approved.

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)**