



National Association of Community Development Extension Professionals

**May 1, 2023 NACDEP Business Meeting**

**Coeur d'Alene, ID**

**12:15-1:15 p.m. PT**

**(3:15-4:15 p.m. ET)**

- **Welcome/Introductions** ~ *Rebekka Dudensing*
- **Conference Notes** ~ *Rebekka Dudensing*
  - Announcements made regarding the conference. Highlighted upcoming events such as State Nights Out, Posters, Silent Auction, and Awards.
- **Approval of 2023 Annual Business Agenda** ~ *Rebekka Dudensing*
  - Matt Ulmer moved to accept the agenda. Mike Gaffney seconded. Agenda approved.
- **2023 President's Report** ~ *Rebekka Dudensing*
  - Highlighted phenomenal work of the NACDEP committees – especially those related to member benefits and financial stability.
  - Recognized the NACDEP state chapters: Montana, Missouri, Wyoming, Indiana, Kansas, Nebraska, Michigan, North Carolina, Florida, Idaho, and Mississippi.
- **Approval of 2022 Business Minutes** ~ *Rebekka Dudensing*
  - Melinda Grismer moved to approve the minutes. Mike Gaffney seconded. Minutes approved.
- **Treasurer's Report (Accept and file)** ~ *Daniel Eades*
  - Highlighted focus on investments. Noted four-legged stool of membership, conference, sponsorship, and endowment.
  - 2022 financial highlights End-of year balance was \$172,400; Membership income was \$29,335; Sponsorship income was \$69,062; Endowment funds (in Vanguard) \$50,899.
  - Described scholarship funding which includes the Conference Silent Auction, Fundly, and the Fall 2022 Popcorn Fundraiser. Funds raised split equally between scholarships and endowment. (Included instructions for Fundly).
  - Year-end balances have been above \$160,000 in four of last six years. Organizational membership should result in about \$30,000 in dues again in 2023. Continuing to grow and diversify revenue streams. Appreciated work of Finance Committee, Board, and Conference Host Committee.
  - Adam Hodges moved to accept Treasurer's Report. Scott Slattery seconded. Report accepted.
- **JCEP – Joint Council of Extension Professionals** - *Melinda Grismer*
  - Everyone part of JCEP by being NACDEP members.
  - NACDEP has three JCEP Board Members.
  - Four liaison positions – two for ELC and two for PILD.
  - Excellence in Extension Award application due May 31.



## National Association of Community Development Extension Professionals

### Standing Committee Reports

- Communications Committee ~ *Jaime Menon*
  - Recognized committee members.
  - Described roles and responsibilities: Quarterly newsletter, videography, social media, YouTube, and internal communications.
  - Accomplishments: Worked on communication strategy, member engagement, and committee structure and function.
  
- Diversity, Equity & Inclusion (DEI) Committee ~ *Michelle Eley*
  - Recognized committee members.
  - Accomplishments: Completed two assessments, worked with Member Services on two webinars, and reviewed NACDEP policies.
  
- Finance Committee ~ *Daniel Eades*
  - Recognized committee members.
  - Described committee playbook: Review conference budget, conduct informal random audit annually, procure external CPA review every three years, and advise NACDEP leadership and board.
  - Accomplishments: increased total assets to \$220,995, established quarterly meetings, absorbed Development Committee, oversaw informal audit, and provided advice.
  
- Journal of Extension ~ *Jamie Rae Walker*
  - JOE celebrating 60<sup>th</sup> anniversary.
  - Continuing transition to new editorial processes.
  - Reminded people can be reviewers, authors, and readers.
  - Showed updated job board website (Extension Jobs).
  
- Marketing Committee ~ *Susan Kelly*
  - Recognized members.
  - Accomplishments: Explored ways to improve member engagement, worked with other committees to organize a communications calendar, and promoted examples of excellence in Extension community development work.
  
- Member Services Committee ~ *Nicole Breazeale*
  - Recognized members.
  - Accomplishments: Sponsored Wednesday Webinars, reached out to newcomers at conference, and supported conference scholarship effort.
  
- Recognition Committee ~ *Eric Walcott*
  - Recognized committee members.
  - Described function: Showcasing work by managing awards submissions. Encouraged members to submit nominations.
  - Tentative schedule: Finalize descriptions and instructions in the Fall 2023; Open awards December 2023 with a late winter (2024) deadline.



## National Association of Community Development Extension Professionals

- Regional Reps ~ *Matt Ulmer*
  - Recognized Reps: Katie McFarline (Western), Matt Ulmer (Southern), Molly Donovan and Scott Slattery (Northeast), Kara Salazar (North Central), Joy Motten-Thomas (1890), and John Phillips (1994).
  - Described priorities: Member engagement, communications, and having fun!
  - Reminded attendees about regional meetings (later that day).
- 1890 Rep ~ *Joy Moten-Thomas*
  - Assists growing membership from 1890 Extension CD community. Worked to offer complementary one-year NACDEP membership to new members from 1890 and 1994 land grants who joined in 2022.
  - Held monthly meetings with 1890-based members. Overseen group grow from 6 to 60.
  - Created document to capture 1890 Extension CD Educators in land grant system.
  - Chaired committee that awarded 15 scholarships for 2022 NACDEP conference to 1890 and 1994 Extension CD Educators.

## Bylaws Changes ~ Rebekka Dudensing

- **Vision:** *NACDEP is an organization of Extension professionals that connects, co-creates, and advocates for inclusive, diverse, equitable, and accessible community and economic development principles, programs, and activities to strengthen communities.*
  - Adam Hodges moved to change the organizational vision. Matt Ulmer seconded. Change approved.
- **Mission:** NACDEP is an organization dedicated to improving the visibility, coordination, professional status and resource base of community and economic development Extension programs and professionals. NACDEP does this by educating and recognizing Extension professionals who support successful diverse and equitable programs and expand resources to strengthen communities.
  - Adam Hodges made motion to approve the revised mission statement. Mike Gaffney seconded.
  - Discussion: Michael Wilcox suggested adding two words included in the vision statement – inclusive and accessible – to the mission statement for consistency.
  - Michael Wilcox moved to amend the mission statement being proposed. Rachel Welborn agreed. Rachel Welborn seconded. Amendment approved.
  - New proposed mission reads: *NACDEP is dedicated to improving the visibility, coordination, professional status and resource base of community and economic development Extension programs and professionals. NACDEP does this by educating and recognizing Extension professionals who support inclusive, diverse, equitable, and accessible programs and expand resources to strengthen communities.* (Changes from original proposal underlined).
  - Melinda called for vote to approve the revised mission statement. Mission statement revision approved.



## National Association of Community Development Extension Professionals

- **Article II:** *To actively demonstrate diverse, inclusive, equitable, and accessible practices in our interactions with each other and with our partner communities.*
  - Adam Hodges made motion to approve the addition to the list of objectives within Article II. Susan Kelly seconded. Addition to Article II approved.
- **Article III:** *Active Members in good standing have work responsibilities or strong interests in community and economic development. Fifty-one percent of active members must maintain at least a 25% Extension appointment. Enrolling or renewing members will be asked upon registration to disclose the percentage of their Extension appointment.*
  - This change puts NACDEP in line with JCEP rules.
  - Michael Darger made motion to approve change in description of Active Members. Adam Hodges seconded. Change in description approved.

### Conference Reports

- 2024 Conference ~ *Rebekka Dudensing*
  - “The Power of Together” – June 17-20 in Houston (Monday-Thursday)
  - Hosts: Prairie View A&M and Texas A&M AgriLife Extension
  - Seeking Committee members – especially for sessions, speaker, and marketing subcommittees.
- 2025 – Calls for applications to host conference with preference this year for Northeast Region and 1890 Land Grants.
  - Interest meeting May 24.
  - Applications due June 30.
  - Presentations to be made to Board July 21.

### Hand over the Gavel

- Rebekka thanked outgoing board members
  - Melinda Grismer – Past President
  - Joy Moten-Thomas – 1890 Region Representative
  - John Phillips – 1994 Region Representative
  - Katie Hoffman-McFarland- Western Region Representative
  - Kara Salazar - North Central Region Representative
  - Molly Donovan – Northeast Region Representative
- Rebekka recognized the management firm – The Association Source, LLC (with Ricky Atkins and Jody Adkins).



## National Association of Community Development Extension Professionals

### Remarks by President Crystal Tyler-Mackey

- Encouraged everyone to connect with each other and to connect with faculty from other extension disciplines, bringing them to NACDEP based on our common ground.
  
- Recognized New Board
  - 1994 Rep – Henry Thompson
  - 1890 Rep – Iris Crosby
  - Western Rep – Juliet Daniels
  - North Central Rep – Jan Steen
  - Northeast Rep – Scott Slattery
  - Southern Rep – Matt Ulmer
  - Treasurer – Daniel Eades
  - Secretary – Michael Dougherty
  - Past President – Rebekka Dudensing
  - President–Elect – Michelle Eley
  - President – Crystal Tyler-Mackey

### Meeting Adjournment

- Matt Ulmer moved to adjourn the business meeting. Rebekka seconded. Meeting adjourned.
- Attendees sent to regional meetings.
- Reminded of Homecoming Reception later in the day.