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## **NACDEP Executive Committee Minutes (DRAFT) December 9, 2005**

### **Present**

Gae Broadwater  
Hank Cothran  
Kathy Ibendahl  
Al Kowitz  
Rick Maurer  
Chris Seiverdes  
Julie Stewart  
Deborah Tootle  
Kathy Tweeten  
Michael Darger

### **Welcome**

Kathy Tweeten called the meeting to order. Deborah Tootle reported that a draft of the minutes from 10/7/2005 and 11/7/2005 has been sent out to the Executive Committee. A motion was passed to accept the minutes (Seiverdes/Broadwater).

### **Treasurer's Report**

Treasurer's Report: Hank Cothran was present but had nothing new to report.

### **Committee Reports**

#### **2006 Conference**

Cindy Bigger and Rick Maurer. Rick reported that the program is almost complete and in place. We will have 9 concurrent sessions. Registration is about 250; we are close to the break-even and full point (need about 50 more). Henry Cisneros is confirmed as a speaker.

#### **Marketing**

Rod Howe not present. No report.

#### **Site Selection Criteria**

Michael Darger. Michael sent and discussed two pieces - a draft policy guideline and a preapplication and an application. The Committee discussed the pros and cons of moving dates according to region. Gae Broadwater suggested that in states where more than one CES exists, all administrators (1862, 1890, 1994, and others), should sign or provide a letter of support. The Executive Committee suggested that the 2007 Committee use these applications to get information from the site to report back to the Executive Committee. The Executive Committee passed a motion to accept policy and forms pending change to add signatures/letters of support from all CES in each state (Maurer/Seiverdes).

### **Membership Services**

Steve Daniels not present. No report.

### **Resolutions and Policy**

Jeri Marxman not present. No report.

### **Finance**

Al Kowitz reported that he has paperwork ready for next chair of the committee.

### **Recognition**

Chris Seiverdes sent out a 3 page proposal/mission statement for the recognition committee. The proposal focused on (a) 5 regional distinguished service awards, (b) mid-career award, and (c) excellence in service for NACDEP (board decision). Rather than providing framed documents, awards would consist of membership and registration to conferences. Only the excellence in service award would be started this year. Executive committee recommended tabling further action until January. A motion made by Chris Seiverdes that a portion of the report from the excellence in service be accepted by the Executive Committee was not seconded.

### **JCEP**

Walt Whitmer not present. No report.

### **Nomination**

Rick Maurer could not present the election results because of the way the By-Laws are worded. The Committee needs to have the results certified by the Secretary before they are released.

## **Task Force Reports**

### **Database**

Julie Stewart reported that she is still working to cross-check the database.

**Webpage**

Emily Shaw not present. No report.

**Old Business****Executive Manager Recommendation**

Kathy Tweeten reported on the 2 applications. The subcommittee recommends that we contract with Connie Wagner (Q and E, Inc for \$4800 (Part I - cost to NACDEP) and \$2800 (Part II --comes out of conference registration) for 1 year. She will begin on January 1. The Executive Committee moved to hire Q and E, Inc for 1 year as our executive manager (Tootle/Broadwater).

**Resolution to CSREES**

Kathy Tweeten talked to Sally Maggard who asked us to wait on submitting the resolution.

**New Business****Adoption of Community Foundation of Practice (CFP)**

Rod Howe and Kathy Tweeten. Kathy reported that the organization has discussed at the annual meeting this but have never moved forward with it. The Committee moved to adopt the CFP as core values of NACDEP (Seiverdes/Maurer).

**Conference call for January**

Rick Maurer proposed we keep same time frame for the January meeting - January 13th at 10:00 Central.

**Adjourn**

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