

**Executive Committee and Committee Chair Conference Call  
National Association of Community Development Extension Professionals**

Date: 1-12-2007

2:00 – 3:30 Eastern (1:00 Central, 12:00 Mountain, 11:00 Pacific)

Call-in Number: **662-325-8448**

**PRESENT**

**Dick Senese, Rick Maurer, Mike Woods, Deb Tootle, Michelle Eley, David Civittolo, Cynthia Pilcher, Lori Higgins, Alan Barefield, Cindy Bigger, Connie Wagner**

**OPENING**

Dick Senese called the meeting to order and welcomed everyone. Each person on the call went around and introduced themselves. Dick asked for a motion to approve the agenda. Cindy Bigger made the motion and Deborah Tootle seconded, motion passed.

**TREASURER'S REPORT**

Dick Senses gave the Treasurer's report. (*See attached P & L and Balance sheets.*)

Deborah Tootle moved to accept the Treasurer's report and Dave Civittolo seconded, motion passed.

**MINUTES**

Deborah Tootle reported that the draft of the minutes has been sent out to the Executive Committee and Committee Chairs and asked for corrections or changes. Dick asked for a motion to approve the minutes. Rick Maurer moved and Alan Barefield seconded to approve the minutes for December, motion passed.

**REGIONAL UPDATES**

The Regional Representatives provided updates from their regions.

Southern Region: no report

Northeastern Region: No report

Central Region: David Civittolo reported – December 6-8, 2006 worked with WV and PA in Ohio to learn the different programs that are taking place. Looking forward to partnerships

Western Region: no report

1890 and 1994 Region: No report

**OLD BUSINESS**

**2007 Conference Report:** 140 currently registered with prospects of being close to 200 by the end of double early bird deadline

**Regional JCEP Conferences:** Cindy moved that up to \$600 per region for regional representatives and NACDEP Officers to attend the Regional JCEP Conference. Lorie seconded the motion and it passed.

**2008 Galaxy Conference:** Mike reported that things are on track. Rick will be attending a planning committee meeting in Indianapolis.

**JCEP Update:** Rick Maurer reviewed the current status – we were accepted and are now trying to catch up with their schedules and meetings. NACDEP members to JCEP - Past-President, President and President-Elect. It has its own budget line item

The 1994 Regional Representative position is open. Michelle has been making contacts to see if people will become active in the organization and on the Board. If someone is found, there is a provision in the by-laws for appointment for this year.

CDS approached NACDEP about working together, the response is not ready. Deborah Tootle will draft a letter to Dave Lamie to relate our response to their invitation. Deborah Tootle moved and Rick Maurer seconded that we offer them a booth at the NACDEP Conference, motion passed. Publications issue – we will discuss in the future. Would like to avail the publications to the NACDEP members without having the NACDEP members become CDS members.

## **NEW BUSINESS**

### **Appointment of 2007 Committee Chairs:**

Finance	Alan Barefield
Membership Services	Michelle Eley and Cynthia Pilcher
Policy and Resolutions	Steve Smutko
Publications	Charlie French
Recognition	Cindy Bigger
Nominations	Rick Maurer
Internationalizing Extension	Dick Senese and Charlie French

**National Extension Tourism Design Team:** Mike Woods said the current chair is Steve Burr from Utah. Their conference 2009 in Park City, Utah. They are looking at possibly a poster session at the NACDEP Conference. There is a great deal of overlap of membership. Dick talked about collaborating with them. Also, if NACDEP has a conference in 2009, it will be in the west. In April, at the Board Meeting, look at a formal relationship with them. Mike moved that we exchanged exhibitor space with them at the conference in April and we will ask them to provide space for us. Michelle seconded and the motion passed.

**Regional Reps** - Dick and Mike would like to join in on regular calls.

**April Board Meeting in PA** - Wednesday, 5:30 – 7:00 PM, Board members prefer food brought in.

## **COMMITTEE REPORTS**

**Finance:** no report

**Membership Services:** Michelle Eley and Cynthia Pilcher

- Dollar auction – would like to use the money for membership, perhaps underwriting conference attendance
  - Donation of items is needed - a form is being developed and will be posted on line.
- Orientation Session – New members and members not previously attending conferences.
  - Structure & networking
  - 10 min arrive, meet and greet
  - Dick welcome and overview

- Introductions of Board Members
- Highlight meetings – annual meeting, regional meetings
- Will ask for evaluation information on Dollar Auction and Orientation

Deborah Tootle – Listserve status? Michelle has been in contact with Steve about this. May need to have a meeting to go over this.

**Policy and Resolutions:** Steve Smutko reported the committee will be meeting soon

**Publications:** Charlie & Michelle great job on getting the newsletter up and running

**Recognition** Cindy Bigger - some money is available. In the past there was one award for national recognition distinguished award and one for friend of NACDEP

Prefer to give regional distinguish award, diversity

Use of tech, Programming/Impact

Recognition of Board members and other

**Nominations:** Rick Maurer - no report

**Internationalizing Extension:** Dick Senese

**Executive Manager's Update:** Connie Wagner reported the registration for the conference is coming in along with dues.

Deborah Tootle moved and Lori Higgins seconded that meeting adjourned.

The meeting was adjourned.

Call Schedule:

02/09/07	08/10/07
03/09/07	09/14/07
04/13/07	10/12/07
05/11/07	11/09/07
06/08/07	12/14/07
07/13/07	

Balance Sheet 12/31/2006

	<u>Dec 30, 06</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
Bank Of America	25,862.80
CCU - Savings	11,611.38
CD - 150 Days	10,132.20
CD - 90 Days	5,036.23
No Risk CD - 6 months	<u>20,000.00</u>
<b>Total Checking/Savings</b>	72,642.61
<b>Accounts Receivable</b>	
Accounts Receivable	<u>1,780.00</u>
<b>Total Accounts Receivable</b>	<u>1,780.00</u>
<b>Total Current Assets</b>	74,422.61
<b>Other Assets</b>	
PrePaid Conference Expenses	<u>1,265.00</u>
<b>Total Other Assets</b>	<u>1,265.00</u>
<b>TOTAL ASSETS</b>	<u><u>75,687.61</u></u>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Other Current Liabilities</b>	
Unearned sponsorship fees/dues	<u>26,920.00</u>
<b>Total Other Current Liabilities</b>	<u>26,920.00</u>
<b>Total Current Liabilities</b>	<u>26,920.00</u>
<b>Total Liabilities</b>	26,920.00
<b>Equity</b>	
Retained Earnings	26,104.33
Net Income	<u>22,663.28</u>
<b>Total Equity</b>	<u>48,767.61</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>75,687.61</u></u>

Profit & Loss 12/31/2006

	<u>Jan - Dec 06</u>
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
Conference	26,335.68
Interest	171.69
Membership Dues	17,514.00
Merchandise	<u>208.45</u>
<b>Total Income</b>	44,229.82
<b>Expense</b>	
<b>Annual Conference</b>	
Planning	<u>233.42</u>
<b>Total Annual Conference</b>	233.42
<b>Association Expenses</b>	
Audit	2,000.00
Conference	1,356.42
Corporate Fees	750.00
Florida Corporate Fees	61.25
Phone	280.00
Postage	194.00
Supplies	48.00
Website	<u>1,015.00</u>
<b>Total Association Expenses</b>	5,704.67
Association Manager	4,800.00
Bank Service Charges	69.90
Board Retreat	8,300.84
JCEP Liason	790.34
Marketing/Member Services	1,614.95
Miscellaneous	0.00
Recognition	<u>50.30</u>
<b>Total Expense</b>	<u>21,564.42</u>
<b>Net Ordinary Income</b>	<u>22,665.40</u>
<b>Net Income</b>	<u><u>22,665.40</u></u>