

NACDEP Board Retreat – July 9, 2008

Attending: Hank Cothran, Deborah Tootle, Steve Smutko, Mike Woods, Ed Jones, Cynthia Pilcher, Michelle Eley, Jim Goodwin

Mike Woods welcomed everyone and thanked them for attending.

Connie Wagner went over a few housekeeping issues – meal times/locations and reminded people to submit expenses as quickly as possible after the retreat.

Mike went around the room and had each person introduced themselves.

Agenda – we will meet after dinner and continue.

Minutes: Ed moved and Deborah seconded to accept the May minutes. Motion passed.

Financials: Hank reviewed the May financials. Dave & Deb financials
Affirm May Deb & Michelle passed

June financials – Deb & Cynthia motion passed
Affirm expenses – Cynthia & Deborah passed

Audit & Tax report – Hank went over

Galaxy Report: Mike reminded everyone about the schedule for NACDEP related activities. Gae & Mike have been working on a reception for members. They are trying to identify the time. Mike will have a large suite so the tentative location is there. Mike went over the 3 sponsored NACDEP sessions. Gae has been working on the paper selections. She will work on providing a list of NACDEP members' presentations.

Member Services is working on an orientation. (Galaxy will provide an orientation for people attending Galaxy.) Cynthia, Michelle and Mike will work on setting up/working in the orientation.

Recognition at Galaxy is done per region. We are looking at recognition of the award winners at the NACDEP business meeting and present the actual plaques at the regional award banquet. The Bonnie Teeter award will be given out at the NACDEP Business Meeting at Galaxy.

Mike has been asked to provide 2 names for people to present the NACDEP awards at the Galaxy Awards Banquet. The Board feels that the award winners need to be acknowledged at the Annual Meeting but be presented at the Galaxy Awards Banquet.

Timing for reception –Tuesday at 5 PM until 7 PM in Mike's suite
Connie work on the agenda for Monday Board meeting, Business Meeting, Breakfast.

JCEP Report: Meeting in NM last month. Other assoc have been very open to NACDEP. Discussion of the Farm Bill, PILD, Galaxy. Galaxy Registration has picked up.

Sustainable Communities – Extension be more visible with admin change. Committee formed – sustainable communities and bring it together. Call last week, Jim Sperling w/CRESS & to get the right words integrated fashion get the eye of the leaders

2009 Conference: San Diego is a hub, Ed, Jim & Connie went to San Diego for a site visit. Good location – shuttle service available, quick from the airport, easy access to downtown

Need to decide on the number of people attending; went through the rest of the spreadsheet, Decided to start on Monday late afternoon and run through Wednesday. Plan for 225 attendees.

By laws

- Eligible Member
- Committee Structure
- Quorum

Budget – if we do one, should people have to come back and ask for approval to spend it? Do they need to verify the amount is available?

General for how we spend money

How we pay for expenditures

How we handle the actual process of paying bills.

Committee Chairs

Budget for Committees

Finance – Audit & put together budget

End of the year – Finance Committee, Pre Elect & Treasurer by end of year

After the April meeting – have a review of their budget and make adjustments

Look at change the fiscal year to July 1

Letter that goes out with Dues will promo the extra dues amount – needs go on the web

Affiliate – need to be able to identify them easier

Move Section VII – General Policies, #6 Awards & Recognition and add all the descriptions from the web

Listserves –

Communications Committee – Form it at Galaxy, Get someone prior to Galaxy

Budget for website redo

Dates for Policy review prior to the Board meeting

Charters: Hank reviewed information previously set and the 2 models that are out there plus the exception that we will encounter

- Must be a member at the local level
- Must pay through the local level even if you are not a member
- Some states/regions do not have associations and therefore would send the dues directly

Michelle & Cynthia will work to provide the petition for the Board to review at the August Board meeting

Conference 2010

- Host institution
- Announce the state for 2010 at Galaxy

Hotel

Pre & post conference

Raising money

Local arrangements committee

After Lunch

Conf 2009

Reviewed the revised spreadsheet

Work at 225 paying attendees

Jim will visit with Kathy about the numbers

Jim, Ed and Connie will talk about the food and try to get the #

Get the word out ASAP

Expand the Committee and start working on the call for papers

Look at limiting categories and fewer breakouts

Remember that the more proposals that are accepted the more people will attend

Strategic Directions

Member Recruitment & Retention – focus groups, work with regional centers

501 c 3 promotion to obtain additional funding

Members Services - What is the value of joining NACDEP

NC – put together/working on the core competencies – needs to go nationwide we could provide at conf

Certification process – may have problems with IRS issue

Conference is major benefit – needs to be the best quality

NACDEP a prof Exten association of state specialist - need to expand to field staff

Provide the opportunity to Build and enhance the local/county leadership to take leadership roles in NACDEP

Paper/Poster & what can learn

Networking opportunities

Roundtables concerning topics – perhaps panel discussions

Facilitate sub groups to meet

Connections with other orgs extension & non-extension

What type of relationship do we want to build with these organizations?

Joint meetings with extension orgs

Explain to the members – what happens as the result of us being involved in JCEP, how does it benefit members

List of sites that relate to community development work in the land grant system

- List behind the members only
- Communications committee could be the screeners of the submissions (if we ask for them)

Award Winners

- Work that has been done by them put on the web with links to what they do

Foster training opportunities

Monthly note from the president – update on what is happen

RSS feed capabilities on the website

Promotion of state/multistate/regional chapters

- Set a goal to increase/triple in the next 3-5 years
- Regional Reps to visit and promote
- Need to possibly raise dues to pay for travel
- Set up area on web to link to chapters/charters
- Set up area where people can get sample by laws

Board Meeting in August

Members Services – work on charters

NC – report on possible locations for 2010