

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

**Notes/Minutes**

**March 14, 2008**

(via conference call)

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

**Present:** Jim Goodwin, Lynette Flage, Deborah Tootle, Dave Civittolo, Hank Cothran, Ed Jones, Mike Woods, Louise Franck Cyr, Michelle Eley, Barbara Brody, Connie Wagner

Mike Woods called the meeting to order. There was not a quorum present.

**Minutes:** Hank Cothran moved and Michelle Ely seconded to approve the February minutes. Motion passed via E-Mail vote.

**Financials:** Hank Cothran reviewed the February financials. He noted that there is a continued effort to retain and increase members. A large CD is coming due soon. At that time it will be split up into smaller CDs with various due dates.

Deborah Tootle moved and Ed Jones seconded to accept the February Treasurer's report. Motion passed via E-Mail vote.

Deborah Tootle moved and Ed Jones seconded to affirm the February expenses. Motion passed via E-Mail vote.

**Regional Updates:**

Northeast - David Civittolo – Ohio, West Virginia and Pennsylvania doing a study to review what is currently going on and what can be done together.

Lori Higgins – no report

Charlie French – no report.

Cynthia Pilcher – no report.

Michelle Eley – no report

**Galaxy:** Mike Woods stated that things are moving ahead, a note will go out about the housing. Each Board Member needs to make their own reservations. The Hyatt is the official location of the NACDEP activities. Galaxy Reservations open in 1 month (April 15.) A Call for Volunteers went out and another one will follow. Connie will look at creating a special NACDEP agenda that will highlight member presentations.

NACDEP will share in some of the Galaxy profits. The more active and involved plus NACDEP member attendance means more profit sharing for NACDEP.

**Operations Guidelines:** Connie Wagner sent this out to the committee. They will review and have something to the full Board prior to the Board Retreat.

**PILD:** It is scheduled for April 28-30, 2008. Each association has a Monday lunch. Sally Maggard will visit with the group during this time. Ed Jones, Lynette Flage & Mike Woods came up with the agenda.

Two names are needed for next year. A meeting that follows the conference for the new committee.

Mike appreciates the efforts for this year. He will be attending. He is looking for names to get involved with PILD. The involvement includes monthly calls, one meeting in August at the facility and working with a sub-committee

**Website:** - no report

**Conference 2009:** Several recommendations came from this group. Hank Cothran moved and Deborah Tootle seconded, all were passed via an E-Mail vote.

1. Select April as the target month for future NACDEP Conferences
2. Select April 20-22, 2009 in San Diego for the 2009 Annual Conference
3. Request the firm HemlsBrisco to investigate possible hotel sites and agreements for the 2009 conference – at no cost to NACDEP. To bring a recommendation back to Jim and Ed so they can share with the Board for further discussion.

**2008 Board Retreat:** Ed Jones will be putting the agenda together. If you have any items that need to be discussed during the retreat, please let Ed know.

**JCEP Meeting Report:** Mike said that Barbara did a nice job representing NACDEP. Items that came up in discussion include

- Having a hospitality room
- Pre-Conference tours
- Making sure that the schedule of NACDEP members presenting is available

**A&T Industries:** NACDEP received a royalty check and documentation from A&T Industries. Connie is aware of at least 2 additional orders that should have been included when figuring the royalty payment. After discussion, Hank Cothran will contact Wendell at A&T Industries and try to straighten out the discrepancy.

**Members Services:** The auction at Galaxy – we need to decide how we participate. We can designate how the proceeds are used.

**Recognition:** Louise Franck Cyr stated that they are moving forward.

**Schedule for 2008:** The call will be on the second Friday of each month at 2:00 PM Eastern/1:00 PM Central/12:00 PM Mountain. The call number is 662-325-8448. The remaining dates are:

April 11	July at Board Retreat	October 10
May 9	August 8	November 14
June 13	September at Galaxy	December 12

Meeting was adjourned.

Respectfully submitted,

Connie Wagner  
Association Manager

NACDEP 2-28-2009 P & L

	<u>Jan - Feb 08</u>
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
Interest	300.01
Membership Dues	<u>17,400.00</u>
<b>Total Income</b>	17,700.01
<b>Expense</b>	
<b>Association Expenses</b>	
Credit Card Fees	40.21
Florida Corporate Fees	70.00
Phone	31.70
Postage	<u>0.52</u>
<b>Total Association Expenses</b>	142.43
Association Manager	726.00
Galaxy Planning	1,481.18
JCEP Meetings	<u>1,504.69</u>
<b>Total Expense</b>	<u>3,854.30</u>
<b>Net Ordinary Income</b>	<u>13,845.71</u>
<b>Net Income</b>	<u><u>13,845.71</u></u>