

**National Association of Community Development Extension Professionals
Annual Business Meeting
April 22, 2009
1pm**

Ed Jones called the meeting to order. In lieu of time, we did not read the minutes from last year's business meeting, but copies were circulated to the membership prior to this meeting. The minutes from '09 Galaxy III conference was posted on the NACDEP website. Ed asked if any changes or corrections were needed. Deborah Tootle made a motion to approve the minutes as presented and Bo Beaulieu seconded the motion. Motion passed.

Treasurer's Report: Hank Cothran presented the Treasurer's report. He presented a brief financial statement – we started the year (in 2008) with \$77,659 and our assets at the end of 2008 were \$70,860. Our budget was reduced due to Galaxy expenses. We are expecting to receive some revenue from Galaxy and this income will help us recoup from some of our expenses, associated with JCEP. Our annual audit went well.

A member asked how much of the organization's revenue is derived from membership dues. Hank answered that the organization received approx. \$20,000 a year from dues. He reminded everyone that membership fee (\$75) is tax deductible. Another member asked whether it is possible for the organization to send out a second receipt to members for dues paid around the time when taxes are filed. Hank answered that an e-mail (an electronic reminder) can be sent out to members. A member asked, "How much has the conference hurt or helped us?" Hank recalled that the organization could potentially \$8,000 or less due to room tracking errors; however, at one point, we were more concern of becoming bankrupt by a potential loss of \$40,000. At the end of his report, Hank made a motion to approve the financial report. Walt Whitmer seconded. A discussion followed—mainly about the distribution of profits (from JCEP). When all of the conference expenses are paid, travel expenses are reimbursed to the planning committee (Gae Broadwater and Mike Woods represented NACDEP on this committee). From the remaining funds, Purdue University Conference Services receives a percentage as the host institution, 15 percent goes to JCEP and each member organization receives a portion. NACDEP expects to receive about \$7,000 to 8,000 from JCEP.

2009 Conference Report: Jim Goodwin, conference co-chair, thanked Dick Senese for serving as opening keynote speaker. Jim commented that he and Connie decided on this facility because they were pleased by the layout and they felt the facility could provide what we needed. The food and service were good. Jim also acknowledged the work of several individuals who assisted with the conference --Hank Cothran for aligning up the track chairs and reviewers; Mike Woods and Dick Senese for offering good comments for organizing the conference; Connie for managing the business affairs of the organization and the NACDEP board for their support and desire in making the conference a success.

2010 Conference Report: Mike Liepold provided some information about the 2010 Conference in Bloomington, MN. He announced the conference dates – April 12-14 and the conference hotel is Holiday Inn and Suites. In a promotional slide presentation, University of Minnesota Extension cited 5 reasons to attend to 2010 conference:

- Reason 5: Entertainment and family activities;
- Reason 4: It's easy to get around. The conference hotel is 2 ½ blocks from the light rail;
- Reason 3: atmosphere ("Land of 10,000 lakes and beautiful terrain);
- Reason 2: great value (free internet, a major hub for Southwest Airlines); and Reason 1: NACDEP (host site for 2010). Ed echoed Mike's message about how important it is to register early.

Regional Representatives Reports

Northeast - Walt Whitmer presented the report for Charlie French. Walt mentioned that plans are underway to improve communication in the NE and share programs. He announced there will be a Local/Regional Food Conference in Hudson Valley in May. He talked about the CRED strategic planning document and how the region has incorporated ideas from the document.

Northcentral – Cindy Bigger presented the report for Gary Green. She announced that North Central Rural Development Center is moving to Michigan State University. She talked about 2010 conference arrangements in Minnesota and the host committee may need the organization's assistance. The regional representative will present some bylaw changes at a later date.

Southern – Cynthia Pilcher discussed the regional chapter charter. She encouraged members in her region to nominate notable candidates for the Bonnie Teeter Award. She disclosed some of preliminary plans to host 2011 conference in the southern region. Some places of interest for 2011 conference include: Charleston, SC; Birmingham, AL; and Greensboro, NC.

1890 – Paulette Cooper acknowledged 1890 members and she encouraged the members from her region to provide input on things they would like to see happen within their respective region.

Committee Reports

Member Services – Michelle Eley announced 30 members attended the *New Member Orientation* at the conference. She acknowledged Ed Jones, Connie Wagner and members of Executive Committee for their involvement. Over thirty items were donated for the dollar auction event and \$933 was raised for the endowment fund. Overall support was phenomenal. Michelle expressed gratitude to everyone who participated in the event. She thanked the runners, time keeper, and a host of volunteers. The committee also selected four NACDEP members to receive partial registration fee waiver/scholarships – Ben Boyles (SC), Harry Chrissy (SC), Amy Meier (NV) and Abelardo Rodriguez (ID). Michelle thanked all of the committee members who served this year. She encouraged members to join the Member Services committee and any requests can be submitted to committee co-chairs, regional representatives or Connie Wagner.

Policy and Resolutions – Ed Jones made the report for Steve Smutko. He said that some items currently listed in the bylaws will be placed in the operational manual. A copy of the proposed bylaw changes can be attained from Connie Wagner. A member asked whether he had enough representation at the meeting to constitute a quorum. Ed explained that we need one-fourth of the membership present to conduct valid business. Our membership at the time

of 2009 conference was 418 and a fourth was not present at the business meeting. H. Cothran made a motion to *sustain* the bylaws. Paulette Cooper seconded. No discussion followed. The motion was approved. There was a second motion by Hank Cothran to *suspend* the bylaws. J. Thomas seconded. A discussion followed. Clarification was needed for why the Executive Committee wanted to change what constitutes a quorum. It was explained that we have five officers and six regional representatives. One regional representative position (1994) has not been filled for some time. Right now, two-thirds (i.e., 8 out of 11 members) of the Executive Committee must be present in order to have quorum. This becomes problematic if several members are absent at the meeting. The proposed change would allow a quorum to constitute a simple majority (i.e., a minimum of 6 members) instead.

Hank proposed two bylaw changes to the membership:

For Article IV (Officers and Executive Committee): In Section 1 (*Officers*), the bylaws read "...officers will serve a term of one year beginning January 1, and are elected as set forth in Article IX Elections..." However, to facilitate continuity in respect to the work and planning that's involved with every annual conference, Hank made a motion to change the language to: "...officers are elected as set forth in Article IX Elections, and will serve a term of one year beginning at the end of the annual meeting. In the year of Galaxy, the change shall take place on May 1st..." Motion passed.

For Article IX (Elections): In Section 3 (*Assumption of Office*), the bylaws read "the term of office for all members of the Executive Committee shall commence on January 1 and continue until December 31 of the year following the election." Hank made a motion to change the language to: "the term of office for all members of the Executive Committee shall commence at the end of the annual meeting and will continue to the end of the next annual meeting. In the year of Galaxy, the term of commence on May 1st." Motion passed.

Recognition – Mike Woods thanked everyone for submitting awards. Recipients will be acknowledged during the awards banquet.

Nominations (taken off the agenda)

Internationalizing Extension – Dick Senese stated the committee will draft a survey to solicit ideas and suggestions for how Extension can play a stronger role in serving diverse domestic audiences and making stronger connections to international community within our borders.

No new business was reported.

In his closing comments, Ed Jones thanked everyone for attending the annual meeting. He acknowledged the planning committee (e.g., Jim Goodwin and Western Regional Center) and others that made the conference successful. He encouraged us to look for ways to be involved and engaged. He recognized the conference sponsors, four Regional Rural Development Centers, BRI, Hank Cothran, and Connie Wagner for their involvement and continued support.

Respectfully submitted,
Michelle Eley, Secretary (2008-2009)