

**Note: These minutes are unofficial until approved by the association at the Park City Conference in May, 2012.**

## **National Association of Community Development Extension Professionals Minutes from the Business Meeting at Annual Conference, Charleston, South Carolina**

March 8, 2011

Deb Tootle, President, called the meeting to order at 12:45 p.m. She acknowledged the agenda that was illuminated on the big screen (recorded below).

### Agenda

Call to Order – 12:45

Consent Agenda

President's Report

Treasurer's Overview

Proposed Changes to the Bylaws

Outgoing and New Officers

Charge for Regional Meetings

National Awards

Adjournment – 1:50

**Consent Agenda:** Deb Tootle called for a motion to accept the Consent Agenda. On a motion by Ed Jones, second by Harry Crissy, and passed, the Consent Agenda was adopted. The Consent Agenda included: Minutes from 2009 Annual Business Meeting and Minutes from 2010 Annual Business Meeting

**President's Report:** Deb Tootle delivered her report regarding events since the previous conference in Minneapolis in 2010.

- Improved our abilities to manage and communicate with members.
  - New professional management association firm (PAR) in place.
  - New website.
  - Organized a committee on communications.
  - Investigating the use of social media for improving our visibility and communications.
  - Will have a new policy on communications to share with you shortly
- F2F Board meeting in September, 2010. Working on a 5 year plan.
  - Members Services Committee -- membership survey.
  - New committee structure and chairs in place. All committees looking for new members. Can sign up at regional meetings.

- In the process of working on strategic partnerships with CDS and with RRDCs .
- Made progress on updating policies and procedures – will be ongoing process.
- Sent out proposed changes to the Bylaws 60 days prior to the meeting.

**Treasurer’s Overview:** Greg Davis, Treasurer, presented the Income Statement and Balance Sheet for NACDEP as of December 31, 2010. \$38,398 was the net income in 2010 based on income of \$115,713 and expenses of \$77,522. Total assets = \$164,022 and net equity = \$98,324. A very strong conference in Minneapolis and not having association manager expenses for several months were two contributing factors in the strong financial results. Both income statement and balance sheet are included here for the record.

**Income Statement Dec 31, 2010**

		Jan - Dec 10	Jan - Dec 09	\$ Change	% Change
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
	<b>Galaxy Conference</b>	-	18,008	\$ (18,008)	-100%
	<b>Membership Dues</b>	24,700	21,279	\$ 3,421	16%
	<b>JCEP</b>	500	-	\$ 500	100%
	<b>Education</b>	1,430	1,248	\$ 182	15%
	<b>Annual Conference</b>	89,083	61,925	\$ 27,158	44%
<b>Total Income</b>		<b>115,713</b>	<b>102,461</b>	<b>\$ 13,252</b>	<b>13%</b>
<b>Expense</b>					
	<b>Annual Conference</b>	44,896	55,942	\$ (11,045)	-20%
	<b>Association Operation</b>	32,626	39,507	\$ (6,881)	-17%
<b>Total Expense</b>		<b>77,522</b>	<b>95,448</b>	<b>\$ (17,926)</b>	<b>-19%</b>
<b>Net Ordinary Income</b>		<b>38,190</b>	<b>7,012</b>	<b>\$ 31,178</b>	<b>445%</b>
<b>Other Income/Expense</b>					
<b>Other Income</b>					
	<b>Other Income</b>	208	828	\$ (620)	-75%
<b>Total Other Income</b>		<b>208</b>	<b>828</b>	<b>\$ (620)</b>	<b>-75%</b>
<b>Net Other Income</b>		<b>208</b>	<b>828</b>	<b>\$ (620)</b>	<b>-75%</b>
<b>Net Income</b>		<b>38,398</b>	<b>7,840</b>	<b>\$ 30,558</b>	<b>390%</b>



members present with Bobby Hall, Parliamentarian, he declared a quorum since more than 72 members were present, which is one fourth of eligible membership.

Darger reported that the two proposed amendments were sent on Feb. 4<sup>th</sup> to the membership. The Policy and Resolutions Committee reviewed them to ensure “the proposal is in proper form and that any impact on other sections of the by-laws is noted and appropriate changes are also recommended to maintain consistency within the overall document. The Committee does not recommend for or against any proposal.”

However, the Executive Committee (aka board) did make recommendations on these amendments. It recommended passing the amendment creating student membership (Amendment 1) and against passing the Historian amendment (Amendment 2).

In the interest of saving time for other items on the agenda, Darger then asked for a motion to limit debate. Steve Burr made a motion that debate be limited and that there be up to two speakers for and two speakers against each proposed amendment and that each speaker would get up to one minute. The motion was seconded by Paulette Cooper and carried by 2/3 standing vote (i.e. eligible members standing to indicate their vote for or against).

Debate was held for Amendment 1. Student Membership Class. Text included here. Italics indicate the proposed change to the Bylaws.

### **“Article III: Membership and Dues**

#### **Section I. Membership.**

The membership of the Association shall be comprised of the extension professionals in each state, Washington D.C./Extension Service USDA, and the territories of Guam, Puerto Rico, and the U.S. Virgin Islands who are actively engaged in, or have a strong commitment to, community development educational programs and issues. There will be *four* classes of membership:

*4. Student. A student member is a graduate or undergraduate student interested in exploring a career in community and economic development within the Cooperative Extension Service. “*

Hank Cothran spoke against the amendment and Stacey McCullough spoke against. A standing vote was called and the motion passed with the required 2/3 majority.

Debate was held for Amendment 2. Historian. Text included here. Italics indicate the proposed change to the Bylaws.

### **“Article IV: Officers and Executive Committee**

#### **Section 1. Officers.**

The five officers of the Association must be members in good standing and shall be a President, President-Elect, a Treasurer a Secretary and a *Historian*. Officers are elected as set forth in Article IX Elections. The term of office shall be as prescribed in Article IX Elections. With the

exception of the President, President-Elect, and the Past President, officers may succeed themselves in office. (Amended February 2006, April 2009 and April 2010)

### **Section 7. Duties of the Historian**

*The Historian shall serve as the archivist for membership list, meeting minutes, official correspondence and other important records. The Historian shall maintain the official copy of the Articles of Incorporation, By-laws and Policy and Procedures manual. The Historian shall serve as an ex officio member of any strategic or long-range planning committee and any other standing or select committee as requested. The Historian shall maintain a history of the organization to include a list of officers and their terms of service, and award recipients including the name of the award and the year received. The Historian shall prepare an annual report of significant organization accomplishments and prepare for presentation a brief history of the organization for use in new member orientation or for other audiences as needed. The Historian shall conduct research on past actions and decisions of the organization, Executive Committee or any standing or select committee on an as-needed basis. For purposes of implementing this amendment to the By-laws, the Executive Committee shall appoint an interim Historian within 30 days of the adoption of this amendment to serve until an elected Historian assumes office in 2012. (Amended March 2011)*

### **Section 8. Duties of the Regional Representatives.”**

Hank Cothran spoke for the amendment. There were no speakers against. A standing vote was called and the motion failed to achieve the required 2/3 majority.

Tim Borich then made a motion to table the amendment and send back to committee. Sally Maggard seconded and the motion carried on a simple majority.

### **Outgoing and New Officers:** Deb Tootle presented the gavel to new president Tim Borich.

Tim Borich led the membership in applause as he presented an award of recognition to Deb Tootle for her service as president. He then recognized Past President Ed Jones and North Central representative Gary Green, both departing the Executive Committee, for their service. Newly elected President--Elect Mike Wilcox and North Central rep. Richard Proffer were recognized. Finally, the new 2011-2012 Executive Committee was recognized:

Tim Borich (President)

Mike Wilcox (President – Elect)

Michael Darger (Secretary)

Greg Davis (Treasurer)

Deborah Tootle (Past President)

Paulette Cooper (1890 Representative)

Winifred McGee (NE Regional Representative)

Harry Crissy (Southern Regional Representative)

Steve Burr (Western Regional Representative)

Richard Proffer (North Central Regional Representative)

Ed Jones presented Deb Tootle with a recognition for her long service to NACDEP.

**Awards:** Tim Borich then presented the NACDEP Distinguished Service Award to Hank Cothran for his many contributions to NACDEP since its founding.

Paulette Cooper and Hank Cothran conducted the National Awards portion of the meeting.

Meeting adjourned 1:40 p.m.

Respectfully submitted,

Michael Darger (Secretary, 2010-2011)