

Meeting of the NACDEP Executive Committee (aka board) via teleconference and Connect Pro webinar system.

April 8, 2011

Meeting called to order by Tim Borich, President, at 1:00 CDT.

Members present: Michael Darger, Mike Wilcox, Greg Davis, Harry Crissy, Winifred McGee, Deborah Tootle, Steve Burr. Members not present: Richard Proffer and Paulette Cooper.

Others present: Trudy Rice, Notie Lansford, Peter Metsker.

Agenda approved on motion by Greg Davis, second by Michael Darger, and carried.

Minutes approved on motion by Harry Crissy, second by Mike Wilcox, and carried.

Treasurer Report. ~\$137,000 in assets. The conference in Charleston was budgeted for balanced conference income and expense. However, so far ~\$51,000 expenses and ~\$84,000 of income from conference. Looks like it may be the second highest net income of our seven conferences to date. We received a 10% hotel rebate that was negotiated in advance. Treasurer's report approved on motion by Michael Darger, second by Deborah Tootle and carried.

Regional Reports:

Northeast -- Winifred McGee reported that the region is still thinking about a regional conference this fall for both NACDEP and nonNACDEP members in the region. They haven't decided whether to do that yet. She reported on the budget situation at Penn State for next year.

North Central -- Richard Proffer couldn't attend the meeting today but Peter Metsker reported on his behalf. Richard is analyzing the survey results that he collected at the North Central regional meeting in Charleston and looking to establish some periodic calls inside NC membership. He did the analysis of the airfare to KC or St. Louis for everyone for the Board retreat in July. He is recommending St. Louis. Missouri is talking about possibly the NACDEP conference being held there in the year after Galaxy (2014).

The board discussed and decided to aim for St. Louis for the July 12, 13 face-to-face meeting for the board. Tim Borich will work with Richard Proffer to identify a hotel and get plans made.

Southern -- Harry Crissy reported that the Southern folks are discussing forming a regional chapter. He distributed the notes to the Southern folks who had been in the meeting. He will send it out to other Southern members too.

Question of who has signed up for Galaxy committees. Winifred will get the NC volunteer names from Richard.

Based on consensus of the board, Peter Metsker will create regional breakout lists for the five regions with contact info. and distribute this to the five elected regional reps for their use in communicating with the members in their regions.

1890 -- Paulette Cooper was not on the call.

West -- Steve Burr reported that the regional meeting at the Charleston conference was a good meeting. People were very interested in improving communications. He wants to learn from what Richard Proffer learns in the NC region. The NET conference after NACDEP's, in Charleston, was a smaller turnout than usual but the evals showed that people were quite pleased, including the ~12 folks who attended both NET and NACDEP conference.

Committees:

Conference Committee. Michael Wilcox reported on the discussion from the committee meeting at the conference. He is looking for info. on the last two conferences, committee members, etc. to learn from them and move forward with a successful conference in Utah (2012). Tim Borich will get him the info. about the Charleston committee (2011) and Cynthia Messer from Minnesota (2010) will serve on the committee and bring the Minnesota experience to the planning. Cynthia has a check list type of planning document that will be useful. Steve Burr is working with the hotel manager in Park City, UT as to conference rooms and sleeping rooms needed. The hotel contract with the Marriott will be drafted and the board will get a chance to review at the next meeting. He will ask for a sleeping room block across Sunday through Wednesday with fewer on the first and last days. Also, plan on meeting rooms for Mon. - Wed.

New Business:

Tim Borich had to leave early so he brought up some new business at this time.

1. Tim asked the Communications Committee to consider getting the powerpoints from the conference posted on the website. This would be a voluntary thing for the presenters. He will send a conference evaluation survey to members via SurveyMonkey.
2. He announced his committee chair appointments. Gary Taylor, ISU Extension, is being appointed by Tim to chair our Policy and Resolutions Committee and he will be appointing someone new to the publications committee chairmanship. Otherwise, the existing committee chairs are being re-appointed. There is some regional misbalance on the membership Policy and Procedures committee that Tim wants to address.
3. Tim inquired whether we should provide advocacy support to the regional rural development centers? He found out that the only useful advocacy would be from our clients, not from NACDEP members themselves. Winifred reported that the member survey of 51 people (49 current members) is ready to go. She will share the info. with the board.

Tim Borich left the meeting at this point and Deborah Tootle took over in presiding over the meeting.

Communications. Michael Darger reported for Paul Lachapelle, Chair, that the committee has two subcommittees, Website and E-Newsletter, to work on issues in those two areas. There is leadership for each committee and a lot of work items in front of the committee. Peter Metsker asked whether the regional reps. should use a NACDEP e-mail account in order to send out the communications to the regional members. The solution would be to use a Google account to send out e-mails to regions. This issue will go to the Communications Committee for discussion. Also, the fact that PAR has created a calendar on the NACDEP website and how to use that feature and Tim's request to consider getting the powerpoints from the conference posted on the website. This would be a voluntary thing for presenters.

Recognition. No report.

Finance. Notie Lansford reported that Peter, Greg and he had a very good meeting in Charleston. They will move forward with a "spot audit", which entails looking at a month's worth of financial activities. Also, that Galaxy had a net of ~\$12,000 for NACDEP from the 2008 conference.

Galaxy 2013. Mike Dougherty, Chair, not in attendance so Winifred reported that she and he attended the Galaxy planning committee in Pittsburgh. The hotels will not be adjoining to hotels that will be offering sleeping rooms to the conference. Things are moving along. It is not yet known how the revenue and expense splits will work for NACDEP.

Member Services. Winifred McGee reported for Stacey McCullough, Chair, that the committee will report on the survey results from the membership. They will look at the results further, develop Policy & Procedures for different classes of membership, develop exit surveys for people leaving membership, and analyze trends for how to grow members.

PILD - Trudy Rice reported that PILD had 300 participants, 40 over last year's conference. Seven NACDEP people were there and six presentations were made by NACDEP folks so we were well represented. She will co-chair the conference in 2012 and chair the conference in 2013. Michele Walk will be the other rep. this year.

PAR report. Peter Metsker had already done his reporting along the way during the meeting so he had nothing further to report.

Meeting adjourned at 2:45 CDT on a motion by Michael Darger, second by Greg Davis and carried.

Respectfully submitted by Michael Darger, Secretary.