

## **NACDEP Executive Committee Meeting Minutes, July 9, 2010**

Meeting via conference call and webinar hosted by University of Minnesota

Meeting called to order by Deborah Tootle, President, at 1:00 Central time. Also attending were: Gary Green, Steve Burr, Michael Darger, Winifred McGee, and Ed Jones. Not attending: Tim Borich, Harry Crissy, Paulette Cooper, and Greg Davis.

### **Business done before quorum achieved: Reports from NACDEP Regions:**

Northeast. Winifred McGee, Northeast Region Rep., reported good results from her SurveyMonkey solicitation of member volunteers for NACDEP committees in her region. They continue to discuss having a regional meeting there in cooperation with NERCRD. Future funding for the various institutions is the question at this point.

*A quorum was then achieved with the arrival of Ed Jones to the call.*

### **Meeting Minutes**

Meeting minutes from the May 14, 2010 conference call as presented by Michael Darger, Secretary, were accepted on a motion by Michael, second by Gary, and carried.

### **Treasurer's report.**

With Greg Davis, Treasurer, not present there was no discussion, however, the members had received his report via e-mail. The Treasurer's report was accepted on a motion by Ed, second by Steve and carried.

### **Meeting Agenda**

The meeting agenda proposed by Deb was accepted on a motion by Tim, second by Gary, and carried.

### **Reports from NACDEP Regions (continued):**

North Central. Gary Green, North Central Region Rep., was in attendance but had no NC news to report. He recruited North Central volunteers for several committees.

Southern. No report.

1890. No report.

West. Steve Burr, West Region Rep., had no Western news to report. He recruited Western volunteers for several committees. However, he reported that the National Extension Tourism (NET) group had a conference call on July 1, 2010 and has decided to piggyback on the NACDEP conference in Charleston, SC in 2011. They plan to have the conference start the last day of NACDEP's conference (March 9<sup>th</sup>) and also to be in the same hotel (Frances Marion Hotel).

### **Committees.**

JCEP (Joint Council of Extension Professionals). Ed and Deb reported on their attendance along with Tim Borich as the past, present and elect presidents of NACDEP to the JCEP meeting in June in North

Carolina. It was the first time that all three of our presidents were represented. Ed had the impression that JCEP is making progress on its policy agenda and conference planning for Galaxy. A formula for distribution of the last Galaxy proceeds was achieved. Tim will serve as backup/support to the person who was elected to serve as JCEP treasurer.

***The quorum was then lost as Ed had to leave the meeting at this point. Actions after this point are unofficial yet it was deemed important to carry on discussion of these important issues with the five members still present.***

### **Committee Reports (continued)**

Conference Planning Committee. Deb reported that Tim and Harry Crissy, Co-chairs, are moving forward with planning the conference. The planning committee will be called together soon.

Communication & Website. Deb reported that Tim is working with a grad student at Iowa State who starts this week on the website redesign. Also, most of the historical meeting minutes for the Executive Committee have been restored to the website members page.

JCEP. More discussion arose about this group. The costs and benefits and pros and cons of participation will be discussed at the retreat in September.

### **Old Business:**

**Committee Structure.** Deb presented a roster of committee chair-nominees and volunteers for each committee based on the people who responded to volunteer signups circulated by the regional reps. for North Central, Northeast and West. The volunteers from the South will be added when the South rep. returns from an international trip. Since there are some volunteers signed up for multiple committees, the committee chairs will be asked to inquire with suggested committee members to confirm whether they want to serve on their committee. It was suggested that the Treasurer be named as an ex officio (automatic) member of the Finance Committee. It was recommended to take this issue for discussion to the September retreat. Finally, it was recommended that Deb send a note to the NACDEP listserv with the committee rosters and to ask the chair nominees to accept their positions and launch their committees.

**Association Manager Discussion.** Michael Darger, chair of the search committee, reported that ten applications for the position were received by the June 18<sup>th</sup> deadline. An 11<sup>th</sup> application was received late and will be considered only if there are unacceptable numbers of candidates in the initial screen. Half of the committee met on July 7<sup>th</sup> and came up with a screening form and procedures to recommend to the full committee. The full search committee will meet on July 13<sup>th</sup> to screen the applications and choose four candidates for initial interviews via conference call. The field will be narrowed to two finalists, who will be interviewed via webinar/conference call by the search committee and any Executive Committee members able to attend. A recommendation will be made to the Executive Committee for the selected candidate/firm and then a contract will be negotiated. Hopefully, the new Association Manager will then be able to join the board at the September retreat.

### **Executive Committee Retreat**

Deb sent a Doodle survey out looking for dates that could work in September for an in-person retreat to have meaningful discussion and progress on key NACDEP issues. The best dates so far are Sept. 14-17<sup>th</sup>. Harry will look for meeting places and rates in the Charleston area since the meeting should happen at

the conference city for the 2011 conference. Besides the JCEP and Association Manager and Finance Committee/Treasurer issues mentioned above, Deb is seeking agenda items.

**New Business:**

**Membership Requirements.** Winifred raised the issue of creating an associate membership for nonExtension professionals at a lower price. It was recommended that this idea be explored for its merits and that the Finance Committee be asked to consider the financial impact on the organization once a specific proposal is created. Winifred agreed to pursue the issue

**Community Development Society.** Some discussion happened about the possibilities of partnering or cooperating with CDS in some way. Some past members of the Executive Committee have suggested this before. Deb said that she will be at the CDS conference this month and will explore this issue along with Dick Senese, who is also interested in it.

Meeting adjourned around 2:40 p.m., Central time.

Respectfully submitted,

Michael Darger  
Secretary