

NACDEP Executive Committee (aka Board) Meeting Minutes, January 14, 2011

Meeting held via conference call and webinar hosted by University of Minnesota (with Greg Davis assistance)

Deb Tootle, President, called the meeting to order at 1:00 CST.

Board members Greg Davis, Gary Green, Tim Borich, Michael Darger, Steve Burr, Paulette Cooper, Harry Crissy in attendance. Not attending: Winifred McGee, Ed Jones.

Others attending: Trudy Rice, Michael Wilcox, Peter Metsker (association manager), Stacey McCullough.

Approval of the agenda on motion by Tim Borich and second by Paulette Cooper and approved.

Approval of the December, 2010, minutes on motion by Harry Crissy and second by Paulette Cooper and approved.

Because there is no record in previous minutes that they had been approved, the April 11, 2010 minutes were approved on motion by Paulette Cooper and second by Michael Darger and approved.

Because there is no record in previous minutes that they had been approved, Dec. 2009 minutes were approved on motion by Gary Green and second by Harry Crissy and approved.

Treasurer's report given by Greg Davis. December 31, 2010 we had \$155,220 in assets, which is an increase from \$83,000 in 2009. Mostly, this is attributable to lower 2010 conference expenses and only having an association manager for about half of 2010. Plus higher conference revenue in 2010.

Discussion of dues and conference rates. Peter recommended having a policy to have three year's of operating expenses in the bank before considering reducing rates. This discussion was deferred.

Treasurer's report approved on motion by Harry Crissy and second by Paulette Cooper and carried.

Regional Reports

Northeast - Winifred McGee not in attendance.

North Central - Gary Green had nothing to report.

Western - Steve Burr reported had nothing to report for West. For NET, he sent the e-mail blast thru NACDEP this week. 38 registered to date by Peter Metsker.

Southern - Harry Crissy reported that a dollar auction needs help with direction. Stacey McCullough and the Member Committee will be helping with that.

1890 - Paulette Cooper reported that folks are just getting going in this new year.

Committee reports:

Conference Planning 1. Tim Borich reported that there are 128 registrants as of today. On motion by Michael Darger and second by Paulette Cooper and carried it was decided to extend the early bird registration by one week.

2. working on filling in the moderator slots, the hotel details, board meeting, tour info., etc.

3. Gaps. Stacey Brayboy will go to the meeting with the state Program Leaders. Member committee will

handle the new member registration.

4. Monday morning for preconference board meeting over breakfast, 9-11 a.m. Wednesday postconference board meeting, 4-6 over dinner.

5. Deb Tootle will preside over biz meeting on Tuesday. JCEP presentation and Tim Borich presidential address on Wed. at lunch. Or possibly on Tuesday at end of biz meeting or at dinner. Tim will figure this out

6. We need to debrief about who is responsible for what for conference planning by: president-elect, host institution and association manager.

7. Discounted fees for students, retirees, etc.? Michael Darger made a motion, seconded by Tim Borich, and approved to offer a \$50 discount to life members on this year's conference and to recommend that the Member Services Committee think about policies for student and alumni memberships to recommend to the organization.

8. Displays? Only accepted posters and a booth by Mary Emery for Community Development Society.

2012 Conference: Steve Burr has the Park City, UT people on hold based on whether it would be May or June. People to get back to him with schedule issues for those months so Board can decide in February on a May or June date. Steve will present the Park City conference date to the Charleston conference.

Communications Committee - Michael Darger reported that three newsletters focused on single topics have happened/will happen. Also, that strategic communications framework is being contemplated. The February issue of enews will be more broad. Social media is an important future piece of work. It is a good committee with membership from across the country.

Awards - Paulette Cooper reported that bids are out for the award plaques. Award policies updates can go into the Policies Manual. Planning another meeting before next board meeting. She needs a budget figure for how much the committee can spend on the materials.

Finance and Audit - Greg reported that we need an approved budget to be compliance with Bylaws. Also, some paperwork is needed for opening a new interest bearing account at 5/3 Bank. Motion by Harry and second by Gary that the Treasurer is approved to open the savings at 5/3 Bank and approved. Motion to approve PAR, Association Manager, to have the 990s and a financial review performed by Paulette Cooper, second by Harry Crissy and approved. The budget would be approved later on the call when it could be loaded on the webinar site.

JOE (Journal of Extension) - Michael Wilcox reported that the JOE board met and he attended virtually.

Takehomes: 1. Need more reviewers. He didn't recognize many CD people on the list. NACDEP is one of only two orgs. involved in JOE that doesn't have its own journal. JOE, CDS and Rural Soc. are our key outlets. 2. Implementing Fasttrack to help them do review of articles. He may or may not be available to serve in the future since he is running for NACDEP president elect. It was recommended that Communications Comm. take up the issue of how to have web postings between us and JOE

Membership -- Stacey McCullough reported that the member survey will be sent out with the newsletter in February. Working with Comm Comm. New member orientation will focus on regional reps. so people can understand our regions. Scholarships to conference -- they are handling this for this year and policy recommendations for the future. Also, dollar auction planning. Membership for students -- prepared a bylaws change idea that a separate category be created for students with specific benefits but that dues would be determined by the Board. Overall, benefits of regular membership will be defined as well.

Quorum was lost at this time.

PILD -- Trudy Rice reported that 40 presentations submitted for PILD. She may become PILD Chair. She is our representative to PILD but would need to be reappointed by NACDEP for two years but she is not sure she is able to do that yet. She will contemplate this and get back to the board about it.

Nominations -- Ed Jones was not able to be present. Deb Tootle reported that Ed says we have only one candidate for some slots on the board. The consensus opinion was, since we are already late and the nominations committee has worked hard, that we host the board election immediately and have results ready by the February board meeting. Deb will have Ed get the election slate and biographies for the ballot info. to the Secretary, Michael Darger, and Peter Metsker ASAP to conduct the election. The Association Manager will use its e-mail system to conduct the election. Their system allows each person to vote once.

Bylaws - Stacey McCullough, Deb Tootle and Peter Metsker will work on Bylaws in time for a Feb. 6 deadline of getting bylaws changes out to the membership. Resolutions and Policy Committee will check them for consistency (Jeri Marxmann?, Hank Cothran as backup). They will be sent out via e-mail by Feb. 6th after review by the board. This will be in compliance with the 30-day notice provision in the Bylaws.

PAR - No report.

Budget - Greg Davis reviewed the draft budget prepared by Notie Lansford for the Finance Committee and shared it on the webinar site with the board. It had been prepared by Notie well in advance but not distributed to the entire board. In addition, without a quorum, no official action was possible on the budget. Therefore, it was decided to have members make comments, after distribution, via e-mail but then have a live discussion and approval in the February meeting.

There being no further business the meeting was adjourned at 3:15 Central Time.

Respectfully submitted,

Michael Darger
Secretary