

National Association of Community Development Extension Professionals Minutes, Pre-Conference Board Meeting

March 7, 2011

Opening

Welcome & Call to Order by Deb Tootle

Introductions were made around the room. Members: Deb Tootle (Pres.), Greg Davis, (Treas.), Ed Jones (Past Pres.), Winifred McGee (NE rep.), Steve Burr (Western rep.), Tim Borich (Pres. Elect), Michael Darger (Secretary), Paulette Cooper (1890 rep.). Harry Crissy (Southern rep.) attended for some time. Not attending: Gary Green (NC rep.).

Others attending: Richard Proffer (NC rep. elect), Michelle Welk (PILD rep.), Mike Wilcox (Pres. Elect elect), Pete Metsker (association manager),.

Approval of the agenda on motion by Ed Jones and second by Michael Darger and carried.

Approval of February 11, 2011 minutes on motion by Paulette Cooper and second by Steve Burr and carried.

Greg Davis presented the treasurer report. We have \$186,255 in assets, which is up significantly from last year due to a strong net revenue at the Minnesota conference and lower association management expenses due to the transition to a new firm. Member renewals are \$1,100 below last year and conference revenues for Charleston are around \$72,000. **Approval of treasurer report on motion by Tim Borich and second by Ed Jones and carried.**

Regional Reports

Northeast. Winifred reported that they are thinking about a regional conference in the fall for NE folks.

1890. Paulette reported a youth leadership program online is being developed at Prairieview. Hank Cothran is working on a possible Southern region association as an affiliate to NACDEP.

West. Steve reported on the NET conference to happen right after NACDEP conference. ~80 something registrants. Smaller registration than usual.

North Central. No report.

South. No report.

Committee Reports

Conference. Tim Borich reported on the Charleston Conference. David Sears will substitute for Stacey Brayboy at the Monday evening program leader event. About 205 registrants, about 20 or so fewer than last year. Posters will be up the whole conference. Tours are near full. Tim charged the board with meeting and greeting conference attendees to see what they like dislike about the conference and the organization. He is charging the 2012 conference committee with quickly coming up with a protocol for the Park City conference and a recommended policies and procedures for future conferences. Press coverage will happen at this event.

Deb Tootle reviewed the agenda for the business meeting.

Discussion about the by-laws agenda item. **Motion by Michael Darger, second by Ed Jones and carried that the Executive Committee recommend passage of the Student Membership amendment.**

Harry Crissy moved and Paulette seconded and carried that the Executive Committee recommend to the membership that the Historian amendment be sent back to the Resolutions and Policy Committee for further review.

The Wednesday luncheon will include Tim Borich's presidential talk, the JCEP presentation and the Park City conference promotion.

Resolutions & Policy. This committee will need to have more members on it if more work on bylaws amendments is going to be needed.

Finance. IRS 990s will be resubmitted. Audit still being discussed.

2013 Galaxy. Winifred McGee reported that Galaxy needs to know what NACDEP's needs are for the Pittsburgh conference.

Publications. Mike Wilcox reported that the JOE committee will meet in Baltimore in June. JOE's article acceptance rate has gone down from 85% to around 28% so it has improved. Deb Tootle reported that there is a continuing discussion of cooperation with CDS. Charlie French and Dick Senese are involved in that effort with her.

Membership Services. Winifred McGee reported that computers will be out in the lobby for people to fill out the member survey, for which the response rate is at only 33 at this moment.

Dollar auction. **Tim Borich moved and Greg Davis seconded and carried that two free registrations and rooms for the dates of the Park City conference will be offered at the dollar auction.** More donations are needed.

Communications. Michael Darger reported that a newsletter schedule for six issues per year will be created identifying topics needed for each issue. The website and newsletter will be managed by PAR with help from a web advisor and newsletter editor appointed by the committee. Susan Kelly will be the web advisor. Mike Wilcox

recommended an RSS feed and Tim recommended a Facebook presence. Peter Metsker advised being strategic, not trying to do too much.

Nominations/elections. Ed Jones reported that the nominations and election happened. Voter turnout was low but it always has been. Discussion of having the regions nominate persons for office and whether to change the elections procedures in the by-laws.

Old Business

Minnesota application for affiliate status. They are withdrawing their application for affiliation. Discussion of benefits and costs of affiliation with NACDEP for regional and state chapters need to be worked out. Finding out what the members want and what should be the policy for NACDEP is needed. Lack of critical mass of community development staff in some states, recognition by JCEP are two issues that are motivating affiliate groups. This issue is addressed in the Policies and Procedures manual, not the by-laws. Possibly form a group to address this issue.

New Business

Motion by Michael Darger and second by Ed Jones and carried to use a consent agenda in the annual business meetings. This year's consent agenda will only include the minutes of the previous two conferences.

Adjourned at 11:45 a.m. on motion by Michael Darger, second by Steve Burr and carried.

National Association of Community Development Extension Professionals
Minutes of Post-Conference Executive Committee (aka Board) Meeting in Charleston, SC
March 9, 2011

Opening

Welcome & Call to Order at 4:00 p.m. by Tim Borich, President

Also in attendance: Richard Proffer, Deb Tootle, Winifred McGee, Paulette Cooper, Michael Darger, and Mike Wilcox. Also present: Julie and Peter Metsker, of PAR. Not present: Harry Crissy (working the tour), Steve Burr (working the NET conference), and Greg Davis (OSU budget meeting in Ohio).

Tim reviewed the agenda.

Calendar setting

2nd Friday, 1 Central Time. Starting in April. Cindy Stuve, ISU, will set up the conference calls. Tim expects to go through the plan of work from Kansas City as a standing item on the call agenda.

JCEP duties. We are expected to send reps. to the various events through the year. Between the board, local members, committee chairs, and PILD reps, Tim would like to distribute the trip load. June 13-16 board meeting in location TBD (Tim Borich); Aug. 7-11, Kansas (Ed Jones?); Sept 26-30, Albuquerque, NM ; Oct. 9-13, Syracuse, NY (Heidi Mouillesseaux-Kunzman); Oct. 24-28, Omaha, NE (Tim Borich) .

Set Board Retreat July 12-13 will be the retreat date in either Kansas City or St. Louis.

De-brief of the conference

Business meeting well received. Business-like and efficient. Sound did not work and lighted podium

- More time needed for transitions between sessions
- More time for networking needed for networking
- Dollar auction needs more time if goal is to raise money. Silent auction for bigger items?
- People liked the keynotes.
- People tired on the second day, long day.
- Conference used to be three days. Now it's really packed. Some people like this and some don't
- Need to have overlap between conference leaders this year and the next year's conference?
- Protocol needed for future conferences:
 - What is expected from the host institution?
 - What is expected from the committee?
 - What is expected from the program chair (currently the president elect)?

- Peter asked whether a better model could be set up for conference leader, whether it should be the president elect?
- Streamline the awards ceremony with powerpoint.
- PDF the presentations and put them online.
- Bios could be done by presenters
- Acceptance rates and end of session evals. The acceptance rate was overall around 90%. Blind reviews were made. A person did not need to be a member to get accepted for a presentation.
- Should we get more papers submitted.
- There were more people watching presentations than you see in some other societies.
- Meat served on first day of lent made some people upset.
- Two full scholarships for registrations were made
- Some people didn't know what a poster is. Some would have brought more handouts for a poster hall going through the whole poster.
- Cleanup committee needed
- Guessing less than \$50,000 in conference expenses with the budget was \$52,000. \$74,000 estimated revenues.
- Deb will do the eval. survey with Tim's help.

Setting Up Committees and Charges

Tim is basically planning to re-appoint the committee chairs. Discussion of what to do with the committee rosters. The 2/3 quorum requirement is an issue for consideration. Tim will consult with the committee chairs about the member rosters based on who signed up in a regional meeting, the committee breakfast, and the pre-existing.

Other Business

Weather –forced Cancellations

Requests for consideration for a refund for persons who could not attend the meeting. Motion by Michael, second by Richard, and carried to offer 100% credit of what they paid this year against next year's conference price or 50% refund this year.

Database idea

Peter suggested doing a database, looking at the lapsed members and other issues.

Galaxy

Winifred reported that Michael Dougherty will take over the Galaxy planning.

On motion by Michael, second by Richard and carried, meeting adjourned at 6:02.

Respectfully submitted by Michael Darger, Secretary