



**National Association of Community Development Extension Professionals
Board/Committee Chairs
MINUTES
Friday, November 08, 2013**

Voting Participants:

Mark Apel, Western Rep.
Joshua Clements, North Central Rep.
Michael Darger, President
Alison Davis, President-Elect
Notie Lansford, Treasurer
Glenn Muske, Secretary
Kelly Nix, Northeast Rep.
Michael Wilcox, Past President

Non-Voting Participants:

Michael Dougherty
Minnie Mitchell
Jen Schottke
Nancy Bowden-Ellzey
Rebecca Dudensing
Susan Kelley
Rose Merkotwiz
Scott Loveridge
Brent Elrod

Approval of the Agenda: Michael Darger opened the meeting with approval of the agenda. The agenda was approved as presented.

Minutes Review: Noteie moved approval of the minutes as presented. Motion carried.

Treasurer's Report:

Oct 1 balance	\$127,190.62
Cash In	574.84 - membership fees and interest earned
Cash Out	6,654.83 – PAR contract, association expenses, and Galaxy expenses

Oct 31 balance \$121,110.63

Notie commented that Galaxy expenses were paid and that we were waiting for our share of the Galaxy revenues as well as tour revenue. Michael Dougherty indicated he has heard nothing. As to when this might happen. He said that there continued to be slow resolution of issues.

The May Treasurer's report was reviewed and filed with the minutes, subject to audit.



Committee Reports

NIFA – Brent Elrod

Brent reported that making a PI transfer request was being worked on with up to 1 year possible. Formal guidance will be coming out. Most likely this will impact AFRI grants. He recently spent time with Michael Darger to learn more about NACDEP to help learn how its mission blends with the other groups. Regarding the 2015 budget, there has been a discussion of engaging veterans. It was announced that the 2015 budget would set aside money for veterans interested in exploring opportunities in agriculture. Brent reminded those on the call that APLU meeting starts tomorrow. There is little to report on budget and farm bill. He said he looked forward to representing NACDEP at NIFA.

Michael Darger discussed with Brent how to best forward information gathered to him and elsewhere.

Regional Rural Development Centers Rep. – Scott Loveridge

Scott said he had met earlier this week with Brett along with the other RRDC directors. Issues discussed included involvement with the national rural electric cooperatives and health issues. He also will be the point person for food economics. The new national community health program, delayed but now starting to move forward again. The SRDC search soft closing date has passed but applications and nominations are still accepted. The NE and West have both shared the NC indicators report and are studying it. NE has indicated that indicators would work with other program areas also. Finally he reminded everyone that they are 8 months into rural policy center and information continues to be gathered.

Scott provided the following written report:

- The four RRDC directors met in Washington earlier this week. They discussed USDA/RD on rural telecoms and health issues and National Rural Electric Cooperative Assoc.
- Committee on Food, Agriculture, and Resource Economics - New national community behavioral health program slightly delayed due to shutdown, but now moving forward on later timetable
- SRDC Director search is moving forward but late applicants will receive full consideration
- NE and W starting to push harder on CRED Indicators report in their regions. NE board noted that many of the indicators would work for other program areas.
- The RRDCs are 18 months into the National Agricultural and Rural Development Policy Center. The NARDeP Center has published a number of studies and is still accepting proposals for additional publications. See the publications at: http://www.nardep.info/Publications_2.html
- The RRDCs would like to remind NACDEP about the CD Practice publication as a potential outlet for their work. See the publication at: <http://www.comm-dev.org/pub>

2014 Annual Conference Committee – Dave Ivan/Alison Davis/Jen Schottke –

Alison indicated that the call was going out this afternoon. Tours look good. Dave is working to get more specifics on tours. Info will be returned to Alison. She encouraged everyone to talk up the conference. There is concern regarding what the conference numbers will be since travel budgets



may be gone having paid for Galaxy. The awards dinner is not possible on Tuesday, it will be Monday. Her goal is that by the end of the calendar year to have prices and specific information available. She is looking for track chairs and would like to broaden the group who often serve as chairs. Posters will be going through a review session. The Call for proposals is added to website.

A question was asked if there was room for 9 concurrent sessions. Alison responded there wasn't. Michael encouraged us to look at a blend of traditional and new ideas so we can stretch and get outside members.

Membership Services – Mary Martin/Minnie Mitchell

Minnie reported that new recruitment is going on. Minnie is scheduled to meet with similar committees to start defining responsibilities. In NC, they are looking for ways to have state awards which would help them get better financial assistance to attend the conference. Considering some type of joint state committee effort.

Michael Daugherty indicated that most awards can be individually applied for on the national and regional level. He said that if some other work would help develop the state awards, he is going to work on changing that.

Minnie indicated they were looking at requiring membership in a state association to get some of the named state awards.

Michael Darger asked if there was any idea of the dollars available in the scholarship pot. Notie said that a little bit remained in the pot, about \$380. Michael indicated that 1994s said that they would need travel money which adds to that mix.

Communications and Website – Susan Kelly

A joint conference call will be held on 11/14 among three committees including the new marketing committee. The purpose of the call is to look at what each should be doing for members and for NACDEP. The call will help to define roles, look for overlap and gaps, and set directions.

Marketing – Not present. Written report indicated they are looking forward to the call mentioned above. They feel that distinct missions exist

Journal of Extension – Mary Emery – Not on call. Michael Darger indicated she had talked with him and would be willing to resign because of her workload if someone else was interested.

PILD Representatives – Rose Merkotwiz

The PILD meeting will be 4/6-9. Proposals for presentations were due today. Brent will be a speaker for the NACDEP breakout session. PILD will probably be moving to Crystal City in the future.

JCEP Leadership Conference – Michael Darger reported that James Barnes has agreed to be the NACDEP representative to this group.

Nominations Committee – Michael Wilcox



A call for nominations was distributed in several ways. The positions open were: President-elect, Secretary, Treasurer, Northeast and Southern Representatives and the 1994 representative.

Michael Wilcox felt like it was promoted well and that committed people had stepped forward. Yet the slate only had one person for each open office. He had some additional inquiries but did not submit an application. He said it seemed that people were more likely to agree if asked to serve as opposed to nominating themselves.

The slate of officers he presented to the Board was:

President-elect – Stacy McCullough

Treasurer – Notie Lansford

Secretary – Michael Wilcox. There were no nominations for this position. Michael discussed this with others and will step aside if someone is opposed. No opposition was raised.

Southern – Susan Kelly

Northeast – Kelly Nix

1994 – Open

Finance – Nancy Bowden-Ellzey

The committee is working on budget. A draft budget is about complete with the conference costs still being worked on. This represents a large part of the budget.

Recognition – Michael Dougherty

Proposed Policy and Procedure changes were sent out. They were largely housekeeping in nature. Things should be ready by the first of the year for our upcoming conference. He indicated that the JCEP award needs to be posted on the website. A notice will go in the Nov. newsletter reminding people of the awards.

2015 Conference - Jen Schottke

Little to report at this time. Jen said she and Stacy had been in contact regarding the ongoing hotel negotiations.

2016 Joint Exploratory Conference Meeting – Kelly Nix

Meeting will be held next week.

Policies and Procedures – Updates need to still be incorporated into the document by Glenn.

PAR – Jen Schottke

Primary work has been testing the data base. Upcoming efforts include getting the ballot distributed and the newsletter out along with membership renewals.

Michael Darger asked for opinions on whether or not the membership should be rolled into conference fee. He indicated that there were reasons for and against such an idea. Other associations do it but wondered if it would work for NACDEP.

Notie Lansford said that he would hate to wait that long. With a June conference, it would be mean knowing what our membership would be until nearly the middle of the year. People may decide to skip a year if they had attended Galaxy and, due to funding limitations, were not going to Michigan. He encouraged the Board to think further about this. Perhaps we could consider a discount for members who are recruiting others.

Scott indicated that the main argument is having institutional involvement. He asked if you needed to be a member to present at our conference. Michael Darger indicated that perhaps that could be waived if someone was a member of another organization. Currently now you do not have to be.

Minnie indicated that another challenge is knowing if you are accepted as that is a reason for many to come to the conference. She wondered if people would know this before the early bird deadline passed. The indication was that was the goal.

Updates from the Regions & Partners:

Northeast: Kelly Nix

Gave highlights of her written report.

NE Region Report– November 2013 Submitted by Kelly Nix

- Used the newsletter template (thanks Stacey) and submitted a NE newsletter for this quarter. This newsletter highlighted Board activities, Membership Dues, Board Nominations and Regional Awards. Will plan to solicit member content and submit each quarter.
- Corresponded with a couple NE Members regarding their contribution to the newsletter next issue.
- Communicated new NACDEP brochure at WVU Faculty meeting.
- Will be participating in the National CRED Planning Committee Meeting November 11th representing NACDEP NE.
- Will be participating in the ANREP & NACDEP meeting on November 20th to discuss possible conference collaboration.
- Regional Reps are in process of scheduling the next Regional Rep conference call meeting.

North Central: Josh Clements

He is working on newsletter built on template. Has asked for those on the call to please share content items. A NACDEP update was provided to Wisconsin Community Development Symposium. He is hoping that will generate some new members. A new lifetime member joined from Iowa state. Josh said he had attended conference on strong towns and has started a conversation how this groups may fit with Extension and NACDEP.

Southern: Stacey McCullough – Not on call – Written report submitted



Southern Region Report to the Board – November 2013
Submitted by Stacey McCullough

- Gave NACDEP report at Southern Region PLN conference call on October 17.
- Emailed quarterly regional newsletter to members on October 20. Followed up with members who responded with inquiries concerning dues.
- Sent congratulatory email to new lifetime member.

1890: Kenyetta Nelson-Smith – Not present

1994: Not filled

No representative at this time – Michael Darger reported on his attendance at the FALCON Conference. They were glad to have him there and provided time for a NACDEP report. Currently FALCON charges no dues for members. Its money from AHEC and consulting. Structurally, each college gets one vote. The next FALCON conference will be in Minneapolis and following that in Denver. Michael said he hopes to get some of his Minnesota colleagues to the Minneapolis conference.

It was felt that Grand Rapids would be close to many of these colleges and this may help draw some conference attendance. Michael said one thing he heard was the need for scholarships to help defer costs would be helpful.

Western: Mark Apel – Written report provided

NACDEP Western Region Report – November 7, 2013
Mark Apel, Western Region Representative

Membership in the Western Region has increased from 49 members to 54 members since June.

Thanks to Stacey McCullough's template for regional news, I sent a formatted newsletter to the Western membership apprising them of Galaxy IV, the 2014 conference and ongoing NACDEP activities.

As a follow-up to our proposal from our Board Retreat in Grand Rapids to engage the RRDCs in hosting NACDEP-sponsored webinars, I contacted Don Albrecht at WRDC and was able to confirm they have webinar-hosting capabilities. I will be following up with him on scheduling, recruiting and promoting quarterly webinars for next year on topics pertinent to western community and economic development.

JCEP: Michael Darger/Michael Wilcox –

The next meeting of JCEP would be on 11/21.

Update from PAR: Jen Schottke

Jen reported 303 current members with 1 person renewing and 3 new members.

Old Business

Element 74 – Susan Kelly – A test run went well on Monday. Jen indicated that some funds may be required when it is tried for conference registrations and logistics. She continued that Element 74 work should be done in a week. It looks like the member directory will be go up in December and then invoicing shortly after.

Initiatives Update

During the Board retreat various initiatives proposed and accepted - State affiliates and awards, (Alison), regional engagement (Mark), strengthening NACDEP committees (Stacy). Since that time work has continued. The revenue initiative was still under review.

Michael Darger asked how we should move forward from this point. The following additional efforts were assigned.

Michael Dougherty asked about awards directive. He wants to see how they can be incorporated. It sounds like things that could fit in . He will see how it might fit into P & P suggested changes.

Revenue – Marketing comm explore dues

Conf comm – explore member invoicing with conference fee

Discounts – Assign to member services

Dollar auction – Assign to member services

Sponsorships – Assign to member services

Logo clothing – Jen reminded us of the need for a logo redesign first. Michael Wilcos is working on that and it would then go to the Marketing Committee.

Annual sponsorships would go to the Finance Committee.

Minnie asked about social media. Michael Darger said the Communications Committee would take that into account

State affiliates – defer to Dec

New Business

Historian/History comm – Although time didn't allow for a lengthy discussion, it was agreed that it was time to capture stories, photos, etc. One place to put some of this information would be on our website. But we also could keep it in perhaps BaseCamp. Some of our life members might help. We need to have key moments recorded. One suggestion was to put a call in the newsletter for help as well as for pictures and other historical information. . Have 4 life members.



Next Conference Call

12/13/13

Adjournment

Meeting adjourned.

Submitted
11/8/2013
Glenn Muske, Secretary
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