

**Executive Committee and Committee Chairs**  
National Association of Community Development Extension Professionals  
**Minutes**

**February 13, 2009**  
(via conference Call)  
**1:00 PM ET/12:00 PM CT/11:00 AM MT/10:00 AM PT**

**Present:** Mike Woods, Steve Burr, Barbara Brody, Ed Jones, Hank Cothran, Connie Wagner, Gary Green, Deborah Tootle, Cynthia Pilcher, Charlie French and Lynette Flage.

Ed Jones called the meeting to order and welcomed everyone.

**Agenda changes:** no changes

**Minutes:** Deborah Tootle moved and Steve Burr seconded to approve the minutes. Motion passed.

**Financials:** Hank Cothran reviewed the January information. Deborah Tootle moved to accept report and Cynthia Pilcher seconded. Motion passed. Deborah Tootle moved to affirm expenses and Charlie French seconded. Motion passed.

Hank Cothran moved that no one can commit to spending any money without prior authorization this calendar year. Deborah Tootle seconded. Motion passed.

Hank Cothran reported that we now have D&O insurance and liability insurance that includes the event insurance required by the hotel. (Deborah Tootle found the company, AON.)

**Conflict of Interest:** Everyone needs to make sure that their conflict of interest is signed. No expenses will be reimbursed without a signed copy on file.

**Regional Reports**

**Northeast:** Charlie French reported that he is trying to get more people from the Northeast to attend the conference.

**North Central:** Gary Green reported that NCRDC is moving to Michigan State this summer – July 1<sup>st</sup>.

**South:** Cynthia Pilcher is send an E-mail reminder about submitting awards. She just received the OK to go to Conference. The ‘Know Your Region’ is getting trainings on calendar.

**West:** Steve Burr needs to send an E-Mail with an introduction and encourage people to attend the conference. For the NET Conference, they have received 68 proposals, including 52 presentations, from 57 individuals. They are still moving ahead with the conference and are still accepting proposals.

**1890:** No report

**Federal Update:** No report

**Galaxy:** No report

**PILD:** Barbara Brody and Lynette Flage reported that as of Friday, there were 64 registrations. The Early Bird deadline is March 1. A question was raised about the financial commitment if NACDEP sends you to a meeting/event. Basically, NACDEP will cover the costs; however, a budget needs to be submitted. (The budget request should be submitted in October.)

**Conference 2009:** Registrations are below expectations. We have been working on renegotiations with the hotel and have made some headway. An addendum to the contract was previously sent out. Deborah Tootle moved to approve addendum. Hank Cothran seconded. Motion passed.

Cancel fees – several people have asked why NACDEP does not just cancel the conference. Connie Wagner reminded everyone that there are cancellation fees. These fees are between 75% and 85% of the anticipated revenue for the hotel. Currently the cancellation fees are in excess of \$100,000.

Sponsors – if anyone knows of other possible sponsors, please let Jim Goodwin know.

AV - can we do without screens? The laptops, projectors, extension cords and surge protectors will be supplied by people/groups attending the conference.

Keynote - John Allen was previous asked to be the keynote speaker. We are to pay him, honorarium, travel, room and board. We cannot afford this. Jim Goodwin will talk to John Allan and see if he would be willing to do this at no charge. Otherwise he will thank him and we will identify someone else. Jim Goodwin will contact him.

There has been discussion about JCEP sister organizations attending at member rates. Cynthia Pilcher moved and Deborah Tootle seconded to allow JCEP sister organizations to attend at member rates. Motion passed.

Jim Goodwin said that there have been some questions on canceling the conference. He reminded everyone that there will be a conference and it will be a good one!

**Site Selection:** Two options put forward by Dick Senese are: May 2010, Bloomington or September 2010, Minneapolis. Either of these dates will allow NACDEP more bargaining room and flexibility due to lower demand during those month. There was discussion about not having the meeting in April. The following agreed to look at the dates: Charlie French, Gary Green, Deborah Tootle and Dick Senese

**Sustainability:** No report

**JCEP Regional Meetings:** Ed Jones was part of the remote meeting in Orlando. (There were no NACDEP members that actually attended the meeting.) The joint meeting on the second day, NACDEP & ANREP, worked well. This helped reduce costs.

JCEP is looking at having more value to all organizations and may only have one meeting in the future.

**Publications:** Connie is looking for articles for Newbites. Barb Brody and Lynette Flage will send something on PILD.

**Awards:** Rick Maurer has agreed to chair awards. Applications are coming in.

**Nominations:** No report

**Internationalizing Extension:** A Minnesota group did a tour to Mexico. They went on endowment monies. Dick will meet to put together a study tour for community development to Minneapolis.

With no further business, the call was adjourned.

Respectfully submitted,

Connie Wagner  
Association Manager

Next Meeting - March 13, same time.