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NACDEP Executive Committee Minutes (DRAFT) November 7, 2005

Present

Gae Broadwater
Hank Cothran
Al Kowitz
Jerri Marxman
Rick Maurer
Emily Shaw
Chris Sieverdes
Julie Stewart
Deborah Tootle
Kathy Tweeten
Walt Whitmer
Michael Darger

Welcome

Kathy Tweeten called the meeting to order. Deborah Tootle reported that a draft of the minutes from 9/9/2005 and 10/14/2005 has been sent out to the Executive Committee. A motion was passed to accept the minutes (Whitmer/Kowitz).

Treasurer's Report

Hank Cothran provided the treasurer's report. He reported another 10 new and renewal members as well as a potential problem. He wants to send e-mail reminders out to members who need to renew but he needs a new list to do this. Julie Stewart reported that she can generate a list from the data base but that the list serve is comprehensive. Hank can use data base and MS Word to do mail merge and send out selected e-mail for renewal. Two people did not pay to go to last year's conference. Hank proposed we adopt a policy to not allow these people to register for next meeting. The Committee postponed making any decision until we can see if get this problem resolved.

Committee Reports

2006 Conference

Cindy Bigger and Rick Maurer. The track committees have filled out their programs. Registration is open and working. We may have more sessions than last year. There may have been a problem with registration (computer problem) but it appears to be resolved. We are still looking for a keynote speaker, but have some possibilities, such as Jim Zuiches who could talk about the entrepreneurship initiative.

Marketing

Rod Howe - not present, no report.

Site Selection Criteria

Michael Darger asked for responses to his questions on site selection policy. We had a discussion of the rotation among the West, South, and NE regions. The NC meeting will be with Galaxy. February is not a fixed time for holding the NACDEP meetings; the NE is looking at March or April. We want to avoid conflicts but there are possibilities of meeting with other organizations. Our priority is to create the best experience for our members. NACDEP assumes the financial risk but profitability is important because it is a source of income. We are trying to keep total conference costs (including travel) down and anything over \$1200 a red flag. The conference necessarily have to be a major city and it could be a college town if it has amenities. Do we need to define a subcommittee for site selection (i.e., past president, conference chair)? We do not have any feedback from members on site. We could ask this information on future conference evaluations. Darger is putting together a process for site selection and will have this together to present to the Executive Committee by December meeting. He will meet with Rick, Cindy, 2 chairs from last meeting, Rod and Walt. Emily Shaw mentioned that its important to meet in an area that has a large number of restaurants within walking distance. Emily will join this subcommittee.

Membership Services

Steve Daniels - not present, no report.

Resolutions and Policy

Jeri Marxman reported that we cannot use Texas A&M system to vote on by-laws. This system will not work for what we want to do. Could we have a by-laws discussion at the Business Meeting? We would have to streamline the process. We should send this out in December and perhaps have a breakfast question and answer period so that we can streamline the process. Rick will look at time for this. Jeri will send out of original and revised by-laws and we can provide some

background for changes.

Finance

Al Kowitz. No report.

Recognition

Chris Sieverdes reported that he would like us to skip awards this year and move on this for next year. He recommends we use the conference to gather information on criteria. Right now the committee is using the 4-H model. Walt suggested that we do some types of awards, maybe let committee make suggestions. Hank suggested that we look at other award systems and focus on service to the organization. Chris will get the recognition committee together and work through this issue. They will know by the December meeting where we stand.

JCEP

Walt Whitmer wants to have a draft of the JCEP proposal ready for December. Is this an Executive Committee or General Membership question? We are still looking at September 2006 for submitting the proposal.

Nomination

Rick Maurer reported we have an excellent set of nominees. We've had a few glitches but everything is working correctly.

Voting Eligibility

Deborah questioned the timing of membership and voting. Hank will draft a recommended policy (must be a member 15 days before voting?) and send it to Jeri for policy. All policies need to go through Jeri.

Task Force Reports

Database

Julie Stewart - not present, no report.

Webpage

Emily - nothing new to report.

Old Business

Executive Manager RFP

Kathy Tweeten asked everyone to respond

Strategic Planning

Sally Maggard - not present, no report. But it is on hold until CSREES knows whether they will have money.

New Business

Resolution to CSREES: Gae Broadwater presented a resolution and we can add a number of institutions to it. The question emerged as to whether we should report as an Executive Committee or entire membership. Kathy Tweeten will meet with Sally to talk about this. The committee passed a motion (Maurer/Whitmer) that we authorize Kathy to submit the resolution to CSREES if Sally says timing is critical.

Katrina Response Group: Rick discussed the CSREES, SRDC and RSS proposal to hold a Hurricane Katrina/Rita Summit. RSS asked if NACDEP would like to participate by sending a representative. The committee passed a motion (Maurer/Broadwater) that NACDEP participate in Summit with SRDC, RSS and CSREES and that Deborah Tootle be the NACDEP representative.

Adjourn

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