



National Association of Community Development Extension Professionals

August 17, 2018 Board Meeting

Agenda

- **Welcome/Call to Order** ~ *David Civittolo*
- **Introductions/Roll Call** ~ *Brian Raison*
 - David Civittolo, President
 - Susan Kelly, Vice President
 - Trudy Rice, Immediate Past President
 - Nancy Bowen Ellzey, Treasurer
 - Brian Raison, North Central Regional Rep and Acting Secretary
 - Adam Hodges, 1890 Rep
 - Yvonedda "Henry" Thompson, 1994/FALCON Rep
 - John Phillips, Member Services Committee Chair
 - Rebecca Sero, PILD Committee Rep
 - Carroll Welte, Recognition Co-Chair
 - Rachel Welborn, RRDC Rep, PILD Committee Rep, & Recognition Co-Chair
 - Brent Elrod, NIFA
- **Approval of the agenda** ~ *David Civittolo*
 - Nancy Bowen moved. Susan Kelly seconded. Motion Passed.
- **Approve July 20, 2018 Minutes** ~ *Brian Raison*
 - Susan Kelly noted a correction in last month's minutes (Conference report on page 5 noted).
 - Adam Hodges moved, Nancy Bowen Ellzey seconded. Approved.
- **Financial Audit Update** ~ *Nancy Bowen and Ricky Atkins*
 - Nancy Bowen Ellzey said there were two recommendations from the audit that required action.
 - Change the financial statements to show depreciation. But this is not applicable for NACDEP.
 - Treasurer is to receive monthly statements. They are currently sent electronically, Now the Treasurer will be now receive them before the Association Management does.
 - Overall the audit was very clean, positive.
 - Susan Kelly moved for the proposed changes. Brian Raison seconded. All in favor. Carried.
- **Treasurer's Report Accept and File** ~ *Nancy Bowen*
 - *Documents uploaded to MemberClicks (Budget Attached).*
 - Nancy Bowen Ellzey noted memberships are down, resulting in decreased revenues.
 - Susan Kelly moved. Brian Raison seconded. All in favor. Carried.
- **Executive Committee Report** ~ *David Civittolo/Trudy Rice/Susan Kelly*
 - No report.
- **The Association Source** ~ *Ricky Atkins, Executive Director*
 - No report

Partner Reports (2-3 minutes, written reports are preferred)

- National Institute of Food & Agriculture (NIFA) ~ *Brent Elrod*
 - *Report posted to MemberClicks (Attached).*
 - NIFA is relocating by 2020. Updates will come as they are available. The proposed move is related to cost savings.
- Regional Rural Development Centers Rep. ~ *Rachel Welborn*
 - Coming Together for Racial Understanding is two weeks away. There will be a full house with 20 states attending (and 10 others are on a waiting list).
 - Opioid Response Work Group in North Central region also working.
 - National Sustainability Summit will be April 16-19, 2019.

Committee Reports

- Finance Committee ~ *Daniel Eades*
 - *Not on call. No report.*
 - David Civittolo noted that committee has been working on investment policy with details to be provided in Ashville.
- Communications Committee ~ *Melinda Grismer*
 - *Not on call. No report.*
- Marketing Committee ~ *David Shideler*
 - *Not on call. No report.*
- Member Services Committee ~ *John Phillips*
 - *Report posted to MemberClicks (Attached).*
 - Now have 13 members (up from 3).
 - Looking at value proposition, possible member survey, etc. to take the pulse of our members and determine “value” or needs to help.
- Nominations Committee ~ *Trudy Rice*
 - *No report.*
- Recognition Committee ~ *Rachel Welborn/ Carroll Welte*
 - *Carroll Welte gave the report. Report posted to MemberClicks (Attached).*
 - Team are working to update the recognition and award package.
 - Also working to incorporate former JCEP Award. (David Civittolo will seek advice from JCEP.)
- Development Committee ~ *Notie Lansford*
 - *Not on call. No report.*
- Historian Report ~ *Stacey McCullough*
 - *Not on call. No report.*

Updates from the Regions & Partners

- Northeast ~ *Mary Peabody*
 - *Not on call. No report.*
- North Central ~ *Brian Raison*
 - Planning another regional live Zoom session in September.
- Southern ~ *Amanda Philyaw Perez*
 - *Not on call. No report.*
- Western ~ *Laura Ryser*
 - *Not on call. No report.*
- 1890 ~ *Adam Hodges*
 - Excited to have 1890s coming to Asheville.
- 1994/FALCON ~ *Yvonedda "Henry" Thompson*
 - Tribal colleges doing summer youth programs.
- Joint Council of Extension Professionals (JCEP) ~ *Trudy Rice/David Civittolo/Susan Kelly*
 - *No report.*
- Journal of Extension ~ *Julie Fox*
 - *Not on call. No report.*

Conference Reports

- 2019 Annual Conference June 10-13 Asheville, NC ~ *Susan Kelly/Susan Jakes/Ricky Atkins*
 - *Susan Kelly gave report.*
 - They have 59 people volunteering on the planning committee. Right now, working on the retreat agenda.
- 2020 Annual Conference May 31 - June 3 Portsmouth, NH ~ *Charlie French*
 - *Not on call. No report.*
- PILD Conference 2019 ~ April 14-17 *Rebecca Sero/Rachel Welborn*
 - *Rebecca Sero gave report.*
 - Theme is "Enhancing Leadership Capacity for Emerging Public Issues"
 - Seeking keynote speakers, etc.
 - Updates on the way.
- 2019 Extension Leadership Conference sponsored JCEP ~ Feb 6-7 *Trudy Rice/David Civittolo*
 - *David Civittolo gave the report.*
 - Dates and site (San Antonio, Texas) confirmed.

Unfinished Business

- Marketing Proposal ~ *Trudy Rice*
 - David Civittolo reported that updated were expected at September/October meetings..

New Business

- None.

Comments and Announcements

- Reminder that there will not be a call in September 12-14 as the Board will be meeting in Asheville.

Adjourn

- David Civittolo moved, Brian Raison seconded. Meeting adjourned at 12:35.
- Next Zoom Board meeting is October 19, 2018 at 12 noon EDT.

(Thanks for Brian Raison for stepping in and taking notes for me as I had to attend to other matters.)



National Association of Community Development Extension Professionals, Inc.

BUDGET VS. ACTUALS: FY 2018 BUDGET - FY18 P&L

January - July, 2018

	ACTUAL	TOTAL	
		BUDGET	OVER BUDGET
Income			
40001 Membership Dues	17,050.00	25,000.00	-7,950.00
40002 Endowment		5,000.00	-5,000.00
41000 Conference	110,236.00	147,825.00	-37,589.00
NACDEP Merchandise	45.00		45.00
Total Income	\$127,331.00	\$177,825.00	\$ -50,494.00
GROSS PROFIT	\$127,331.00	\$177,825.00	\$ -50,494.00
Expenses			
51000 Annual Conference Expense	104,943.91	124,486.00	-19,542.09
60000 Association Expenses	27,185.80	52,620.27	-25,434.47
Total Expenses	\$132,129.71	\$177,106.27	\$ -44,976.56
NET OPERATING INCOME	\$ -4,798.71	\$718.73	\$ -5,517.44
Other Income			
70300 Other Income	26.85	428.99	-402.14
Total Other Income	\$26.85	\$428.99	\$ -402.14
NET OTHER INCOME	\$26.85	\$428.99	\$ -402.14
NET INCOME	\$ -4,771.86	\$1,147.72	\$ -5,919.58

NIFA Update

1. [Dr. Thomas Shanower](#) continues as Acting NIFA Director. It was reported on 16 August that a person is being vetted for the fulltime Director and could result in an announcement in 30-45 days. [Dr. Scott H. Hutchins](#) has been nominated to be Undersecretary of Research, Education and Economics (REE) for the U.S. Department of Agriculture (USDA).
2. Sec. Perdue announced on 9 August that NIFA and ERS would be relocated and possibly collocated before the end of 2019. A notice soliciting relocation inquiries from interested entities was posted in the [Federal Register](#).
3. The FY19 House and Senate proposed budgets both have the RRDCs in at \$2M (split between the four Centers).
4. The RRDC directors in DC 6-7 September. The robust agenda includes sessions with Acting NIFA Director, REE Congressional Affairs, ECOP, Consumer Financial Protection Bureau, Rural Opportunity Initiative, Institute of Museum and Library Services, USDA Rural Development, USDA Farm Service Agency (FSA), and USDA Office of Partnerships and Public Engagement (OPPE).
5. The latter two meetings with FSA and OPPE are to kick off new Interagency Collaborations that include NIFA, the RRDCs, Land-grant partners, and Cooperative Extension.
 - a. In collaboration with FSA, the Farm Stress Employee – Training and Technical Assistance (FSE-TTA) will be led by the North Central Region to develop training, resources, and outreach materials that will support FSA field employees as they serve farmers and ranchers under stress.
 - b. In collaboration with OPPE, the Partnership and Community Collaboration Training Summits (PCCTS) will be led by the SRDC to convene six regionally based trainings for field-based USDA staff to improve customer engagement, maximize efficiency, and improve agency collaboration. More details on both initiatives will be forthcoming after the September DC meetings.
6. The Enhancing Agricultural Opportunities for Military Veterans (AGVETS) – FY18 RFA will post mid-October.
7. The SRDC TOAC/Board will convene their annual meeting in Arlington, VA on October 23-25.

Submitted by: Brent Elrod.

Member Services Committee Update

Committee Leadership:

- First of all, we want to thank our outgoing chair, Peggy Schlechter, for her leadership and service on this committee for the past two years. Thank you, Peggy!!
- Moving forward, we decided at the NACDEP conference in June to pursue a co-Chair leadership structure for the committee to: 1) provide continuity by asking an existing member to co-chair, and 2) to cultivate new leadership by asking a new member to co-chair.
- John Phillips, as an existing member, has agreed to be a co-chair and we are now recruiting for a new member to serve as the other co-chair.

Current Membership:

We were thrilled to be able to recruit a cadre of new members for the committee at the June conference, as follows:

NACDEP Member Services Committee 2018-19	
John Phillips, Co-chair	First Americans Land-Grant Consortium
Deborah Tootle	Iowa State University
Brent Hales	University of Minnesota
Chris Cotton	Prairie View A&M University
John Gulick	University of Missouri
Kelly Nix	West Virginia University
Kittrane Sanders	North Carolina State University
Nancy Daniels	Kansas State University
Oluwatoyin Adebisi	West Virginia University
Paul Thares	South Dakota State University
Peggy Schlechter	South Dakota State University
Phyllis Varnon	Prairie View A&M University
Traci Dixon	North Carolina State University
Walt Whitmer	Pennsylvania State University
Board Liaison	
Amanda Philyaw Perez	University of Arkansas

Current and planned activities:

- Things have been moving slowly over the summer months since the conference and so there is not much to report regarding current activities. We will need to schedule a committee meeting soon, in the next month, to start our work.
- We are reviewing the most recent (2014) member survey data, and the “What do you see as NACDEP’s Value Proposition?” notes from the June conference regional meetings in order to think strategically about the priorities for this committee.
- We also think it may be time for another member survey, as we are now about four years out from our last survey. We will seek input from the Board as we consider this.
- And finally, this from Peggy’s July report: Since our committee has grown, it might be worth the time to think about dividing into subcommittees such as: Registration Scholarship, Newcomer Orientation, Webinars, Virtual Networking (and maybe find time during conference for some of those groups to meet face to face?), Fundraising (luggage tags and support and help with silent auction), and others that may be needed based on ideas that this committee has.

Submitted by: John Phillips.

Recognition (Awards) Committee Update

The Awards Committee met via Zoom, August 16, 2018. While not every member could participate, five members as well as the committee liaison took time to review all the current awards. M. Dougherty presented a historical perspective, while R. Wellborn presented a reviewer's perspective on the current awards.

Three critical issues surfaced in the discussion. There was consensus among the committee members participating in the Zoom that the criteria for evaluation for most awards needs clarified and scoring realigned to reflect the most important criteria. Also more emphasis needs to be placed on uniqueness of program or effort, along with sustainability or renewability that ultimately leads to a greater impact. There was much discussion around page limits for items like letters of support, as well as requiring one document format for award submissions.

The committee discussed a better process for submissions for the Distinguished Career Award. This along with other changes will be submitted to the NACDEP Board for consideration in October.

The last item discussed was how to reference the new JCEP award. The committee would like the NACDEP Board to decide on the verbiage. With some minor revision the current Innovation and Creativity Award serves the same purpose as the JCEP award. However, with JCEP funds attached to this award, the group sees it as being elevated and wants to make sure that JCEP receives recognition.

The committee's immediate action item for the NACDEP Board is: Should the award be retitled as the JCEP Creative Excellence Award? Or leave the title the same, NACDEP Innovation and Creativity Award and perhaps add Sponsored by JCEP? Or is there another alternative the Board would like the Awards Committee to explore?

Submitted by: Carroll Welte and Rachel Wellborn