**March 20, 2020 Board Meeting**

**START TIMES: 9 a.m. (PACIFIC) ● 10 a.m. (MOUNTAIN) ● 11 a.m. (CENTRAL) ● Noon (EASTERN)**

**Zoom Contact:** [https://ncsu.zoom.us/j/120492328](https://www.google.com/url?q=https%3A%2F%2Fncsu.zoom.us%2Fj%2F120492328&sa=D&ust=1561774774006000&usg=AFQjCNHnC__s5W9SDYcWwNGC47NY04bTdg)

**Agenda**

* **Welcome/Call to Order** ~ *Susan Kelly*
* **Roll Call** ~ *Crystal Tyler-Mackey*
	+ Susan Kelly
	+ Crystal Tyler-Mackey
	+ Nancy Bowen
	+ Adam Hodges
	+ Carroll Welte
	+ Brian Raison
	+ David Civittolo
	+ Melinda Grismer
	+ Brent Elrod
	+ Russ Garner
	+ Michael Dougherty
	+ Kristen Devlin
	+ Nadine Sigle
	+ Brent Elrod
	+ Daniel Eades
	+ Jamie Rae Walker
	+ Rebekka Dudensing
	+ Stacey McCullough
	+ Ricky Atkins
	+ Mary Peabody
	+ Katie Hoffman
	+ Charlie French
* **Approval of the agenda** ~ *Susan Kelly*
	+ Adam made motion. Mary seconded. Approved
* **Approve February 21, 2020 Minutes** ~ *Crystal Tyler-Mackey*
	+ Nancy made motion. Michelle seconded. Approved
* **Treasurer’s report - Accept and file** ~ *Nancy Bowen*
	+ Ricky has collected about half of membership dues. Filed
	+ Adam made motion. Nadine seconded. Approved
* **The Association Source** ~ *Ricky Atkins, NACDEP Executive Director*
	+ 266 memberships have been renewed. Will see what happens with conference.

**Partner Reports**

* Natl. Institute of Food & Agriculture (NIFA) ~ *Brent Elrod*
	+ Brent had a test likely test positive in the Kansas City location. Will be teleworking through at least first Friday in April. Number of AFRI deadlines have been extended. Report sent to Susan and Ricky as uploading was a challenge. New hires should be onboard April/May. A third round of program specialists hires have concluded and should be onboarded in the next couple of months. Look for positing for social science national program leader roles. Reach out to Brent for questions.

CDC is having a rural outreach session. Brent sent the link to ruralhealth@cdc.gov event: [https://zoom.us/webinar/register/WN\_etqFB-z0Tjyp-\_WGI8jfzw](https://gcc02.safelinks.protection.outlook.com/?url=https%3A%2F%2Fzoom.us%2Fwebinar%2Fregister%2FWN_etqFB-z0Tjyp-_WGI8jfzw&data=02%7C01%7C%7C0a13ea870c49444caaab08d7ca95cadb%7Ced5b36e701ee4ebc867ee03cfa0d4697%7C0%7C0%7C637200617009082949&sdata=GNAEj02pTCIsJ8W1nIJZongGwC1dfhKTPe5C%2FHjaq94%3D&reserved=0)

* Regional Rural Development Centers Rep. ~ *Kristen Devlin*
	+ Most RRDS personnel are working remotely. Anticipating supporting NACDEP from various centers. National Extension digital team is working to support Extension now during high times of teleworking. There’s also a broadband listserve. Resources will be posted on the RRDC site. Report has been filed.

**Standing Committee Reports**

* Finance Committee ~ *Daniel Eades*
	+ Meet with Dev Com along with Paul LaChappelle regarding socially-responsible investing. No push back, so should be moving soon. Audit is ongoing and almost complete. Has message to NACAA to learn about sponsorship.

Report filed.

* Communications Committee ~ *Melinda Grismer*
	+ Report filed. Alice from Ohio State lost her position so she is no longer in a place to chair an internal sub-committee. Everyone is really busy – Facebook chair, Instagram chair, internal chair, etc.
	+ Crafted language regarding COVID-19 to send to membership. Need input from board. Susan said we may not move forward with the communication. Also planned to send a survey to membership regarding travel restrictions, intent to attend, etc. But now it’s so fluid. Question raised regarding assessing interest in a virtual conference, maybe. Charlie will work with Melinda on Facebook communications.
	+ Will work on a virtual conference. Crystal is sending a link to share with membership regarding updating CVs for APA format.
* Marketing Committee ~ *Rebekka Dudensing*
	+ Brochure has been completed and will come to board for final approval.
* Member Services Committee ~ *Michael Dougherty*
	+ Second webinar with Don Albrecht is scheduled. Email blast will be coming soon. Working on conference plans. One area NACDEP can target for members could be an associate membership for faculty at land-grants that are non-Extension appointments. Full report filed.
* Resolution and Policy *~ David Civittolo*
* Recognition Committee ~ *Rachel Welborn/ Carroll Welte*
	+ About 47 nominations have been submitted. Judges scores are due today. Positive feedback on the new process. Questions about how to honor awardees in light of a conference cancellation. May be able to use the videographers for something to highlight winners. May be a way to capture the stories. Susan said if we do move forward with a cancellation and a virtual conference we’ll work with each committee chair.
* Development Committee ~ *Notie Lansford*
	+ Not on the call today
* Historian Report ~ *Stacey McCullough*
	+ Was on the call but had to log off for an emergency meeting.

**Ad Hoc Committee Reports**

* State Chapter Management and Value - Trudy Rice
	+ Not on call
* Membership – Crystal Tyler-Mackey
	+ Nothing to report
* Diversity and Inclusion – Michelle Eley
	+ Had 1890 conference call but only a handful of participants. Will be doing another to get greater input and will be in touch with Crystal and Rachel to move forward on these concerns.

**Updates from the Regions & Partners**

* Northeast ~ *Mary Peabody*
	+ Had to leave call.
* North Central ~ *Brian Raison*
	+ Have quarterly Zoom coming up, with professional development opportunity.
* Southern ~ *Amanda Philyaw Perez*

Not able to be on call due to conflicting meeting

* Western ~ *Katie Hoffman*
	+ Haven’t done much outside of 2021 conference. Been sending membership emails that have come from NACDEP. Submitted official NACDEP application to have Idaho state chapter.
* 1890 ~ *Michelle Eley -* Had 1890 conference call but only a handful of participants related to diversity and inclusion.
* 1994/FALCON ~ *Yvonedda (Henry) Thompson*
	+ Not able to be on call. University closed and no coverage at home.
* Joint Council of Extension Professionals (JCEP) ~ *David Civittolo/Susan Kelly/Adam Hodges*
* Journal of Extension ~ *Jamie Rae Walker*
	+ Changing editorial model for JOE to both be more efficient and stay in line with mission. Will publish quarterly rather than bi-monthly, but with the same number of articles. Notes have been uploaded. Call for editor, associate editors, and reviewers. Deadline for applications is May 31.

**Conference Reports**

* PILD Conference 2020 *~ Russ Garner/Nadine Sigle*
	+ Moved to a virtual conference. If registered already, will receive a partial refund, reflective of food and room costs. Having some challenges with the breakout sessions and 160 people are registered for the virtual conference. They’re waiting to hear from 70 others. Two Extension directors are now going to attend PILD given the timing and/or rate.
* 2020 Annual Conference May 31 - June 3 Portsmouth, NH Rich Past Vibrant Future ~ *Charlie French/Adam Hodges*
	+ Increasingly unlikely we’ll have a face to face conference. Host committee members are exploring virtual option. Charlie and Melinda will work on communications to membership regarding conference, surveys, etc. They will also reach out to eXtension to see about support. We will get money back from hotel since there was a clause about the pandemic. Susan thanked Charlie and team for the hard work for two years. Adam is optimistic this may drive membership up by getting members who would not have attended in person.

Keep in mind the concern that a number of members need the conference to pay for membership.

* 2021 Conference – *Katie Hoffman*
	+ Working on mobile workshops. Will look at options for alternative online voting if needed. Intending to highlight work in Western region with short videos. Looking at advertising piece. Raised additional sponsorships, now up to a little over $15,000. Board still planning to visit in fall.

**Unfinished Business**

1.

**New Business**

1. 2022 Conference Location Bids – Susan Kelly
	1. Melinda Grismer: Making a bid to host in Indianapolis with dates: Purdue will come with a $10,000 commitment to NACDEP and a matching commitment to have commitment of all CRD educations to allocate time to help plan. There’s a lot of entertainment around sports and other opportunities. A “boutique” hotel in the area is offering to host NACDEP conference exclusively, with 12 meeting rooms. Hotel has an artsy feel and located in an area with a lot of community development efforts that would be of interest. Ricky has received detailed information from the committee.
	2. South Dakota with Nebraska will be submitting a proposal in April, as well
	3. The executive board will decide in April after hearing

**Comments and Announcements**

**Adjourn**

Adam made motion. Nancy seconded. Approved.

**Meeting adjourned at 1:31pm**

**Next Zoom Board mtg. is April 17 , 2020 at 12:00 Eastern Time**

Board meetings are by Zoom on the 3rd Friday of each month.

START TIMES: 9 a.m. (PACIFIC & AZ) ● 10 a.m. (MOUNTAIN) ● 11 a.m. (CENTRAL) ● noon (EASTERN)

**Strategic Plan focus areas:**

* Priority #1: Communication Strategy
* Priority #2: Member Engagement
* Priority #3: Financial Stability
* Priority #4: Committee/Board Structure and Function

Following is the schedule for the 2019-2020 Board:

2019

August 16

September 20

September 25-27 Retreat

October 18

November 15

December 20

2020

January 17

February 21

March 20

April 17

May 15

June 1 Annual Business Meeting