



National Association of Community Development Extension Professionals

**July 21, 2023 Board Meeting  
12-1:30 p.m. ET**

**Join Zoom Meeting**

<https://us02web.zoom.us/j/89378200557?pwd=NU05eU5nclIyYb2RGVXkxQi90bWQwQT09>

**Agenda**

- **Welcome/Call to Order** ~ *Crystal Tyler-Mackey (12:03 PM ET)*
- **Roll Call** ~ *Michael Dougherty*
  - Crystal Tyler-Mackey, President
  - Michelle Eley, President Elect
  - Rebekka Dudensing, Immediate Past President
  - Daniel Eades, Treasurer
  - Michael Dougherty, Secretary
  
  - Matt Ulmer, Southern Regional Rep (left early, did not participate in votes)
  - Jan Steen, North Central Regional Rep
  - Juliet Daniels, Western Regional Rep
  - Henry Thompson, 1994 Regional Rep
  
  - Eric Walcott, Awards Committee Co-Chair (left early)
  - Tamara Ogle, Awards Committee Co-Chair
  - Jamie Menon, Communications Committee Co-Chair (left early)
  - Tanya Lamo, Marketing Committee Co-Chair (left early)
  - Nicole Walker, Member Services Committee Co-Chair
  - Charissa Puryear, Member Services Committee Co-Chair
  
  - John J. Green, RRDC Rep (SRDC)
  - Stacey McCullough, Historian (left early)
  - Jamie Rae Walker, *JOE* Rep
  - Nate Peterson, 2024 Conference Committee
  - Adam Hodges, 2025 Conference Committee
  
  - Ricky Adkins, NACDEP Executive Director
- **Agenda** ~ *Chrystal Tyler-Mackey*
  - Daniel moved to approve. Jan seconded. Agenda approved.
- **Minutes of the Last Meeting** ~ *Michael Dougherty /Crystal Tyler-Mackey*
  - Michelle moved to approve. Julie seconded. Minutes approved.



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- **Treasurer's Report ~ Daniel Eades**
  - Ricky uploaded financial statements. Report to be posted.
  - Not a lot to report. There are \$205,000 in assets, \$54,400 in endowment. Membership dues held steady. Conference expenses \$96,000 – about \$4,000 over expected but offset by attendance and membership. \$29,000 operational expenses (current) as expected and \$25,000 anticipated. Expected to be able reinvest \$18,000.
  - Julie moved to accept; Michael seconded. Report accepted.
- **The Association Source ~ Ricky Atkins, NACDEP Executive Director**
  - Uploaded report and regional rosters. Checked and updated everyone's region. Should stay the same from now on. Did have two new members for 386 total. Published the newsletter. Handled normal matters.

### Partner Reports

- NIFA liaison ~ Sarah Rocker
  - Not present. No report.
- Regional Rural Development Centers Rep.- SRDC – John Green
  - Conference season. Folks going to AAEE and Rural Sociology as well as at NACDEP.
  - RRDCs got increases in base funding. Applying for it. Due in August.
  - Western Center director retiring. Proposal process includes location (could stay or move from Utah State).
  - Working with program committee for next year's conference in Texas. Excited from SRDC perspective it being in Texas.
- Community Development Society (quarterly) ~ Bo Beaulieu
  - Not present. No report. (2023 CDS Conference just ended).

### 2025 Conference

- **2025 Conference Proposal Presentation ~ Rebekka Dudensing, Adam Hodges**
  - Rebekka reported that there is a proposal in the queue. Believe it is excellent. WV team met with Exec Team.
  - Adam – Believe we have opportunity to “knock one out of the park” in Charleston in 2025. Shared video on JQ Dickinson Salt-Works as an example of a place that might be visited <https://www.youtube.com/watch?v=lopYPrFQ1Wc> (Technical difficulties prevented other videos from being shown).
  - Tamara asked about conference dates. Adam noted originally June 16-19 but after discussion with the board, it was decided to move the conference to move to June 9-12 to avoid Father's Day, and Juneteenth.
  - Rebekka shared the proposal.
  - Adam commented that a distillery opened a few years ago in the western side of the city which has the traditionally African American neighborhoods. There could be discussions by 2025 on gentrification in that area. There was some pushback regarding the distillery there.



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- Adam noted FestivALL, a city-wide multi-arts festival, has events the week prior and after the scheduled conference dates. Charleston has public art director and a of public art. There can be good conversations about that.
- Adam also said there are a lot of opportunities before or after can we help set up: white water rafting, New River Gorge National Park. ATV trails, Booker T. Washington's boyhood home near Malden, and the salt works. These could be combined or separate trips. The state museum is worth a visit (Adam was state museum director). We anticipate coming up with so many opportunities that will have to edit down.
- Rebekka showed the potential hotels: Marriott and Embassy Suites. Adam said the first preference was the Charleston Marriott. The Food & Beverage amount is \$25,000 which is low. Size of Marriott means it would be mostly NACDEPers. Both hotels have (airport) shuttles and both are great hotels. Marriott is caddy-corner from the convention center and offers access to mall.
- Rebekka asked if anyone have questions.
- Ricky said 200 total rooms would need to be available. Adam said I think that is available to us (at the Marriott) and the Embassy really close and could be overflow.
- Adam commented that the location is accessible and hope can be a really big conference. Rebekka said had no idea one-day drive the location is within two-thirds of US. Adam said the level of accessibility is why BSA put its national jamboree site in the region.

### **Standing Committee Reports (please include a brief Standing Committee Report)**

- Finance Committee ~ *Craig Carpenter*
  - Not present. Daniel noted committee met last Thursday (July 13). A lot of new faces. Noting to report.
- Communications Committee ~ *Jaime Menon/Gwynn Stewart*
  - Jamie reported the report was filed.
  - Videography work underway by Melinda (for 2024).
  - Doing advertising for Wednesday Webinars and conference. Waiting until after Member Services, Comm-Comm, and Marketing joint meeting on July 24. 24<sup>th</sup>. Make sure we know the responsibilities for each committee.
  - Posting job ads to Linked-In. Uptick in that.
  - Videos from conference presentation on history posted to You Tube channel: <https://www.youtube.com/watch?v=hoLbYeYJZco>
  - New member Victor Villegas - Oregon State Extension is helping <https://www.youtube.com/watch?v=hoLbYeYJZcow> with social media connections.
  - Tanya (Marketing) and Charissa (Member Services) are liaisons with other committees. Roles may be hashed out after joint meeting. Meetings not set until after joint meeting to avoid conflict.
- Nomination/Policy & Procedures Committee ~ *Melinda Grismer (Rebekka Dudensing)*
  - Not present. No report.
- Diversity, Equity & Inclusion (DEI) Committee ~ *Michelle Eley/Lupe Valtierra/Liza Hinz*
  - Michelle said there was no report as the committee did not meet. Will have updates next month.



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- **Marketing Committee ~ *Tanya Lamo/Donna Rewalt***
  - Tanya said committee had a brief meeting end of June. Joint meeting will help define work and may change meeting time (last Friday of the month 2 p.m.). Next meeting is July 28.
  
- **Member Services Committee ~ *Nicole Walker/Charissa Puryear***
  - Charissa said the last meeting July 7.
  - Discussed the Wednesday Webinars. Consensus was to move forward and keep same time (12 noon ET). Want to contact conference committee and see if any (unpresented) abstracts fit (needs of the webinar).
  - Also talked about conference buddy program, had some new members there, heard from them, and want to improve experience. One suggestion was get information out earlier.
  - And more conversations with conference committee to find time works best. Next meeting is Aug. 4 at 10 am (ET). Will be participating in the joint meeting Monday.
  
- **Recognition Committee ~ *Eric Walcott/Tamara Ogle***
  - Tamara said there was no report as the committee did not meet. The next meeting is August 2 at 3 p.m. (ET).
  
- **Historian Report ~ *Stacey McCullough***
  - Touched base with Melinda about videos at conference. Saw the first (former) president video got posted. Thanked Comm-Comm for that.
  - Working on timeline document for website. Hope to share next board meeting. Noted John Amrhein (the 2023 Distinguished Career Award winner) has historical documents found as clearing out office for retirement and he will be sharing them.

**Updates from Regions & Partners (please include a brief Region/Partner Report)**

- **Northeast ~ *Scott Slattery***
  - Not present. No report.
  
- **North Central ~ *Jan Steen***
  - Uploaded report.
  - Continued work toward the next two quarterly meetings – with August 17 meeting coming up. Would like someone to provide board updates. At the meeting, NCRCD will be present on their work and Michael Darger on business succession and transition. National grocery summit is next year.
  - Had request for dates on NACDEP New Year.
  
- **Southern ~ *Matthew Ulmer***
  - Not present. No report.
  
- **Western ~ *Juliet Daniels***
  - Working on survey for members what they want. Will put together some quarterly meetings after that. Working with WRDC for training, awards, proposals for NACDEP.



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- 1890 ~ *Iris Crosby*
  - Not present. No report.
- 1994/FALCON ~ *Henri Thompson*
  - FALCON Conference Oct 13-15 in Denver with first day as pre-conference. Reach out to John Philips who is coordinating event if questions.  
<https://www.falcontribalcollege.org/annual-conference>
- Joint Council of Extension Professionals (JCEP) ~ *Melinda Grismer/Rebekka Dudensing/Crystal T-M*
  - Rebekka said JCEP award winner has been selected. It will be announced soon and presented at ELC.
  - Melinda has taken another position and elected to not continue on JCEP (term extends until January) Please reach out to Crystal or myself about this as Michelle's term has not started yet.
- Journal of Extension ~ *Jamie Rae Walker*
  - No major updates. In-person board meeting in September. Putting on agenda to talk about Chat GPT/AI that will impact writing/articles, etc.
- ELC ~ *Donna Rewalt/Karen Tanner*
  - Not present. No report
- PILD ~ *Ramona Madhosingh-Hector/Erin Ling*
  - Not present. Ramona sent note April 15-16 for next year. ELC and PILD groups will be meeting on Monday (July 24) to discuss connections between the two conferences.

## Conference Report

- 2024 Conference – *Jimmy Henry/Nate Peterson/Talia Washington/Matt Ulmer*
  - Nate said the committee had a planning meeting and a lot was accomplished. It set the tone for the (working) committees. Seeking volunteers. Shared information with the board via GoogleDrive. Greatly appreciate anyone interested in serving.
  - Voted on official logo. Want to be aggressive to increase conference attendance, want to reach out to using Facebook, LinkedIn. Want to reach out to IEDC, let them know what we do, see if there are opportunities to collaborate. Reaching out to students who might be interested in field. The meeting is the third Thursday of each month for regular meetings, then follow-up with board meeting.
  - Nate asked how the board about securing Facebook advertising. Jaime said when time comes, they can reach out to Comm-Comm (Jaime) and/or Marketing (Tanya). Provided email in chat for contacts.



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- Michelle asked about soliciting volunteers for committees. Noted needed to be intentional to let people know they can serve and it needs to be a multiprong approach so people know about it and how they can. Nate showed committee vacancies. 2 on budget, 2 on hospitality, 2 on marketing, 3 on mobile workshops, 3 on sessions, 3 on speakers, and 2 on sponsorship.
- Tamara shared what had been learned from past experiences (Indianapolis 2022). Asked if someone who familiar with Oxford abstracts was working with the group so they would not have to “relearn” it -- perhaps someone from last year’s conference. Also said that the committee will need budget information earlier so can plan around it.
- Julie asked about people from 2025 conference serving on committees. Nate said he had received an email from Adam about some of his people participating. Daniel suggested this as a topic for regional meetings.
- Jamie-Rae said would be happy to be on sessions committee, take lead Oxford Abstracts, and transfer the process to WV next year (for 2025 conference). Nate asked about whether something else might be being used. Julie said matter had been discussed with Recognition committee to help people be compliant with their awards submissions but did not know about sessions. Tamara added that the committee was hopeful but it appears Oxford will not work for award submissions in that but it should not impact presentation submissions.
- Adam suggested for recruitment to get list from Coeur d’Alene and make direct ask if anyone would join. Julie noted a lot of those members did two conferences in a row so might be tired. Adam expanded the suggestion to include those from the Indianapolis conference.
- Tamara said it seems like there should be a better way to do this as an organization and once people do this (work on planning and hosting a conference), they never want to do it again. As we continue cycle and struggle to get bids, need more structure on how committees operate so that knowledge gets passed from year-to-year. Adam said have been conversation on how to integrate conference and standing committees.
- Crystal thanked everyone, noted there are a lot of ideas on how to transfer knowledge and there is a big learning curve. Also confirmed with Nate that has group has what needed right now.

### Old Business

- None.

### New Business-

- Vote on 2025 NACDEP Conference proposal
  - Crystal asked if any questions had come up since the earlier discussion or if there was any other information to share.
  - Adam said group was excited to get started. Have just scrapped the surface and there is a much bigger picture.
  - Rebekka moved to accept the bid. Michelle seconded. Motion to accept the bid approved.



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**Announcements**

- Next meeting – August 18, 2023

**Adjourn**

- Michael moved to adjourn meeting. Julie second. Meeting adjourned.

Board meetings are by Zoom on the 3<sup>rd</sup> Friday of each month (after conference, next one 8/18)

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