



**National Association of Community Development Extension Professionals
Board Meeting
MINUTES
Thursday, May 20, 2015**

Voting Participants: (Present members highlighted in **YELLOW)**

Stacey McCullough, President
Alison Davis, Past President
Joshua Clements, President Elect
Julie Fox, Secretary
Notie Lansford, Treasurer
Adam Hodges, 1890 Representative
John Phillips, 1994 Representative
Connie Mefford, North Central Representative
Kelly Nix, Northeastern Representative (left meeting at 1:17)
Susan Kelly, Southern Representative
Roslynn Brain, Western Representative
John Phillips, 1994 Representative
Michael Wilcox, Secretary

Non-Voting Participants:

Ricky Adkins, The Association Source (TAS)
Rachel Welborn, Rural Development Center (RDC) Representative, filling in for Stephen Goetz, Director of Northeast Regional Center for Rural Development
Paul Lachapelle, Former NACDEP board member and CDS representative (joined the conversation 12:52 – 1:22 to discuss the proposed 2017 NACDEP/CDS conference)
Ashley Kent, Guest from Montana State University

Call to Order: McCullough called the meeting to order at 12:05 pm Central time.

Agenda: Davis reviewed the purpose of the post-conference board meeting:

- Initial conference review
- Discuss the planned 2016 joint NACDEP/ANREP conference in Burlington, VT
- Discuss the potential 2017 joint NACDEP/CDS conference in Big Sky, MT

Initial Conference Review:

- Ignite – positive addition to the conference. We may want to consider multiple sessions and timing.
- Suggestion to schedule a break between business meeting and panel presentation in future conferences (this year, the panel was added to an existing agenda).
- Interest in seeing evaluation data on length of sessions (30, 45, 90 min workshops) – good to have a variety if used effectively. If workshops are included, they need to be workshops and not a series of presentations.
- Social night was good – good speed networking, good food, good fun.
- Mobile Workshops – Good to have a variety of tours – timing good on 2nd day.
- Healthy food throughout the conference.



- Federal Partners Panel – nice addition – may be a keynote if CD interest and momentum continues.
- Posters good, but set-up and tear down timing was a challenge.
- Round tables – good discussion and given the amount of time, many people stayed at original table rather than moving. Some groups expressed interest in following-up with list of names and notes, as well as taking the group forward to collaborate beyond the brief discussion.
- Regional meetings – in the future, explore timing and length (with ANREP participation).

2016 Joint NACDEP/ANREP Conference - June 27-29, 2016 in Burlington, VT (Sheraton)

The Board reviewed a draft agreement document and discussed logistics and implications for NACDEP, ANREP, and the University of Vermont (host committee). Discussion points included:

- TAS will manage all registration and conference logistics with financial responsibility share between NACDEP and ANREP as designated in the proposal.
- NACDEP works with TAS and ANREP usually hires a conference planner.
- University of VT requests 30% of net as local host, with the remaining 70% net being split between ANREP and NACDEP, based on percentage of member attendance.
- Fewer meeting rooms – want same volume of content
- Federal partners interested in increased involvement
- Maybe experiment with flipped option for limited number of presentations

Next steps include McCullough and Clements working with TAS and ANREP and the University to finalize agreements. Representatives from the University will visit with NACDEP during the September Board meeting.

CDS 2017 Big Sky, MT - June 10 – 16, 2017 (tentative date)

Lachapelle reviewed the proposal for the joint 2017 conference and requested Board input on the five key items:

1. Equal financial responsibility
2. Revenue sharing for registration
3. Conference sponsorship
4. Fiscal management of the conference
5. Conference planning committee

Additional discussion points included:

- Location: Big Sky is a rural resort and can accommodate the number of conference attendees. Bozeman can't accommodate the number that Big Sky can accommodate, although some new hotel facilities are being developed.
- The 2016 FCS conference is in Big Sky MT and is being managed by TAS.
- Both NACDEP and CDS work with management companies and the proposal is that each organization take conference registrations.
- The CDS Board will also be reviewing draft documents.
- IADC (CDS board invite – trip to India with CDS - UN consultative status) – Org member –Paul shared document – share with new board members – on agenda for next time



Next steps include a conference call with both management firms, organization leaders, and Montana State University representatives to avoid inefficiencies, duplication of services, and member confusion. Each organization will work together to identify key planning committee members. With the large Native American population in MT, NACDEP may want to include the 1994 representative on a planning committee, as well as the regional representative, Roslynn Brain.

Other Discussion

Next steps and future agenda items included:

- Many Board member resources are on the website. Additional Board documents have previously been on Basecamp, but may move to the new nonprofit management system, Member Clicks.
- Lansford will send updated budget to board members.
- NACDEP's JCEP representation – McCullough and Clements will review Policies and Procedures and then will discuss with Darger.
- Board member travel expenses may be paid in part or in full, depending on need. In the future an Endowment may help move NACDEP to be similar to other JCEP organizations.
- Membership costs – various committees have discussed lifetime member rates, new member first year rates, student membership costs and benefits. Scenarios and financial implications will be explored during the next year.
- Past NACDEP meeting minutes will be reviewed during the June Board meeting
- Joint Conference Discussion (ANREP and CDS) - Regional meeting connections during joint conferences, potential awards and recognition connections, other connections?

Reminder: Upcoming Board Meetings

Future board meetings held via conference call: June 19, July 17, Aug 21

Sept. 16 – 18, 2015 at the 2016 conference hotel (Sheraton) in Burlington, VT.

Adjourn: McCullough moved to adjourn the meeting at 1:48 Central time, Kelly seconded the motion and the motion passed.

Draft Submitted May 21, 2015

Julie Fox, Secretary