

**National Association of Community Development Extension Professionals  
Minutes from the Business Meeting at Annual Conference  
April 13, 2010**

*Agenda*

1. Call Meeting to Order
2. Awards Committee
3. Minutes from the 2009 Meeting
4. Treasurer's Report
5. Bylaws Correction
6. Galaxy and Annual Meeting Rotation
7. Recognition of State Chapter
8. Member Services Report
9. Looking to the Future
10. Recognition
11. Installation of New Officers
12. Invitation to Charleston, SC
13. Adjourn

Ed Jones called the meeting to order. He declared a quorum (given that we had more than a quarter of membership present). Ed started out by making some general announcements. He reminded participants to sign-up for the 'dine around' that night. He also reminded people about the dollar auction event and participants should see Connie if they need dollar bills for the event. Another item was evaluations—Ed asked that everyone take the time to fill out evaluations forms at the registration desk. This information is important to conference planning committee and various speakers/presenters. This helps the organization to improve the conference from year to the next. Ed also announced the National Community Development Leadership Council will be meeting the following morning for breakfast at 7am. George Morse made a brief announcement that he had copies of his new book available.

Ed acknowledged the agenda (displayed on the screen) and he modified the agenda slightly. He asked the Hank Cothran to come up and make the report, as Chair, for the Awards committee. Hank presented gifts (i.e., gavels) to the former NACDEP presidents (Kathy Tweeten (1<sup>st</sup> President), Rick Mauer (2<sup>nd</sup> President), Dick Senese (3<sup>rd</sup> President), Mike Woods (4<sup>th</sup> President), and outgoing President, Ed Jones. Ed Jones expressed his appreciation to Kathy, Rick, Dick and Mike for their involvement in the organization and how they have nurtured the organization.

**Secretary report:** Michelle Eley summarized the minutes from the annual business meeting (see April 2009 minutes) and copies of last year's minutes were circulated around to the membership. Ed asked for a motion to accept the minutes. Cindy Bigger made a

motion to approve the minutes and Michael Darger seconded. The minutes were approved as read. Ed called for the treasurer's report.

**Treasurer's Report:** Hank made a report (need to get a copy). Hank made a motion to accept the treasurer report. Sam Hotto seconded.

**By-laws Correction:** Ed acknowledged that there are two articles that are not parallel with one another. According to our bylaws, any changes should be presented to the Body 30 days prior to the next business meeting. Ed asked for a motion to suspend the bylaws so we can discuss this issue further. Hank made a motion to suspend the bylaws and Michael Darger seconded. No discussion follow and motion carried. The issue was related when officers will begin in term and we realized two bylaw statements were unclear — Article IV, Section 1 and Article IX, Section 3. We did not recommend changing the language in Article IX, Section 3 – which states that the term of office for all members of the Executive Committee begins at the end of the annual meeting and ends at the end of the next annual meeting. However, we amended to change the language in Article IV, Section 1. It is originally stated as "the four officers of the Association must be members in good standing and shall be a President, President-Elect, a Treasurer and a Secretary. Officers are elected as set forth in Article IX Elections, and will serve a term of one year beginning at the end of the annual meeting. In the year of Galaxy, the change shall take place on May 1<sup>st</sup>. With the exception of the President, President-Elect, and the Past President, officers may succeed themselves in office. (Amended February 2006 and April 2009) **This section was amended as follows:** *"The four officers of the Association must be members in good standing and shall be a President, President-Elect, a Treasurer and a Secretary. Officers are elected as set forth in Article IX Elections. The term of office shall be as prescribed in Article IX Elections. With the exception of the President, President-Elect, and the Past President, officers may succeed themselves in office."* (Amended February 2006, April 2009, and April 2010). Deleting the language leaves the changes in Article IX intact and avoids having to repeat the same language twice. Dan Oedekoven from South Dakota made a motion to approve the change in the by-laws and Harry Chrissy seconded. Motion carried.

**Galaxy and Annual Meeting Rotation:** Ed Jones talked about the rotation for the conference in 2012 and 2013. In 2011, the conference will be held in the Southern region; it has been proposed to host the conference in the West, instead of in the NE, in 2012. The reason is because Galaxy will be in Pittsburgh in 2013. There is a suggestion of whether it was possible to combine NET (Nat'l Extension Tourism) and NACDEP meetings together. Steve Burr is planning to organize a conference call to help plan the next NET conference. Cindy Bigger brought to our attention that this matter has been discussed since the time this organization was created and there are reasons why NACDEP has not hosted with all the other organizations. She asked the Board to keep those discussions in

mind because this has been discussed in past years. With the ongoing budget constraints, Jim Goodwin brought to our attention it is becoming harder to justify the being at conference for several days at a time. Ed thanked everyone for their comments and the Executive Committee will take into account the consideration in their deliberation of what will happen in the future years.

Ed acknowledged two states that recently formed state associations – Minnesota and Missouri. He asked members from both states to stand and he also acknowledged the regional representatives. Ed also recognized two newly elected representatives – Winifred McGee (Northeast) and Harry Crissy (South) as well as, other representatives continuing on the board - Paulette Cooper (1890), Steve Burr (West) and Gary Green (North Central)

### **Committee Reports:**

**Member Services:** Cynthia Pilcher acknowledged that she and Michelle Eley have served as co-chair of the committee for about five years. They are looking for people to help co-chair this committee or serve as committee member. She shared some of the activities spearheaded by the committee. This committee created the New Member Orientation Session (at annual conference) and we have conducted this event several times now at the annual session. The session usually occurs on the first day of the conference. This year, the session was held at 4pm on April 12<sup>th</sup>. We had about 25 attendees and she thanked everyone who took part of that event. It is a welcoming activity and it encourages new members to become involved in the organization. The Dollar Auction also started several years ago as a means to support the professional development scholarship fund. At the last annual conference in San Diego, we raised \$933. As result of those funds, we presented three \$300 partial fee waiver scholarships to Kris Parker (Purdue Univ. Extension), Eric Romich (Ohio State Univ. Extension), and Michelle Walk (Michigan State Univ. Extension). Recipients of the scholarship must meet the following criteria: (1) first time attendee at the NACDEP annual conference; (2) must be a presenter at annual conference, and (3) limitation of travel funds to professional meetings. The dollar auction will take place on Wednesday at the luncheon. Cynthia encouraged participants to participate in several ways. There will be a live auction for one high-price item - a three night stay in Ashland Mountain at Lake O' the Pines -- a vacation home rental in East Texas. The package is worth between \$300 - \$1500, depending on when reservations are made.

**Association Manager:** Ed acknowledged that Connie will be changing her responsibility as NACDEP's Association Manager. She has decided to work full-time for BREI and continue other things she has done for her own business. NACDEP has decided to take this opportunity to determine what we need in association manager and what things we need to do overall to help move the association forward. Ed recognized Connie for service she has provided to the organization and he said he will recognize her more formally at another

gathering during the conference. She has done a fantastic job and the organization applauded her for service to the organization.

Michael Darger made a report for the "*Association Manager Search*" subcommittee that will provide some recommendations to the organization for how to proceed with hiring a new association manager. Michael acknowledged that he was a member of BREI when Connie was hired as an association manager 10 years ago. He also introduced others who are serving on this subcommittee -- Harry Crissy, Steve Burr, Paulette Cooper and he encouraged "lay members" to volunteer on this committee. He wants this search to be inclusive so he wants members besides the Board to play an active role in this process. Mike repeated some of the transitions that Ed alluded to: (1) Hank is stepping down as treasurer and he has served in this capacity since the beginning; (2) Association Manager (Connie Wagner) has worked closely with the treasurer in terms of handling our financial affairs. Other notable factors acknowledged: (1) the all-time peak attendance for NACDEP was at 550 members a few years ago and now, our membership is down to mid-300s. In less than 5 years, the drop in membership is possibly attributed to retirement and layoffs, but nonetheless, this change is pretty significant. So we need to find out what's going on—so there's a research as well as marketing opportunity here. (2) There are some budget constraints, as well as, some budget costs as a member organization of JCEP (e.g., Pres. Elect and current President must attend JCEP sponsored meetings). Michael is interested to hear from general membership. We would like find one or two people not participating in NACDEP regularly. Michael made reference to former President, Dick Senese (Minnesota), enrolls all of his staff in Community Vitality in NACDEP. Whereas he's (D. Senese) able to justify this cost in his budget, this is not necessarily the case for many states. There is opportunity to find more members and determine what's on people's mind and reach out to more people who are not present at the conference. He talked about the search for a new Association manager and make copies available of a draft request for proposal for the search. He also outlined an outline for draft search process and we hope to have the search process finalized by the end of June. We need to have an open, transparent process. Then, Michael named the numerous roles/responsibilities of association manager (*see Draft RFP for NACDEP Association Manager*). He asked the membership to provide feedback/creative responses to any of the recommendations to the subcommittee and/or Board. Dick Senese questioned if we need someone who does this type of work professionally or should we look for someone who is part of the group. Another member from Minnesota asked, "Who will supervise the Association manager? Who does he/she report to?"

Ed asked members to continue the discussion (Association Manager RFP) at their regional meetings. He also charged the regional representatives to discuss: "What do you want from NACDEP? What type of organization should we be?"

**Recognitions:**

Distinguished Service Award was presented to Walt Whitman. Past recipients of the award include: Jeri Marxman, Dick Senese and Kathy Tweeten. Walt was a founding member of NACDEP and continues to be an active member and a champion of Community Development work. Walt couldn't attend the meeting this year so Bill Straton accepted the award in his absence. Certificates were given to outgoing board members for their service to the organization – Mike Woods (Past President), Charlie French (NE Regional Representative), Cynthia Pilcher (Southern Regional Representative), Michelle Eley (Secretary), Hank Cothran (Treasurer).

Members of the 2010-11 Board were also recognized:

Deborah Tootle (President)

Michael Darger (Secretary)

Greg Davis (Treasurer)

Ed Jones (Past President)

Paulette Cooper (1890 Representative)

Winifred McGee (NE Regional Representative)

Harry Crissy (Southern Regional Representative)

Steve Burr (Western Regional Representative)

Gary Green (North Central Regional Representative)

Tim Borich (President – Elect)

Harry Crissy attempted to show a video about Charleston, but, the audio was not working properly. After the few attempts, Harry decided to show the video during another venue.

Meeting adjourned 2pm.

Respectfully submitted,

Michelle Eley (Secretary, 2009-2010)