



National Association of Community Development Extension Professionals

**December 16, 2022 Board Meeting
12-1:30 p.m. ET**

Agenda

- **Welcome/Call to Order** ~ *Rebekka Dudensing (Crystal) (12:05 pm ET, 11:05 am CT)*
- **Roll Call** ~ *Michael Dougherty*
 - *Rebekka Dudensing, President (Jointed around 12:20 pm ET, 11:20 am CT)*
 - *Crystal Tyler-Mackey, President-Elect*
 - *Daniel Eades, Treasurer*
 - *Michael Dougherty, Secretary*
 - *Molly Donovan, Northeast Regional Rep*
 - *Kara Salazar, North Central Regional Rep*
 - *Matt Ulmer, Southern Regional Rep*
 - *Katie Hoffman-McFarland, Western Regional Rep*
 - *Joy Moten-Thomas, 1890s Regional Rep*
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 - *Susan Kelly, Chair, Marketing Committee*
 - *Craig Carpenter, Chair, Finance Committee*
 - *Nicole Breazeale, Co-Chair, Member Services Committee*
 - *Michelle Eley, Co-Chair, DEI Committee*
 - *Jamie Rae Walker, JOE Rep (joined 12:25 pm ET, 11:25 am CT)*

 - *Sarah Rucker, NIFA Liaison*
 - *Russ Garner, ELC Planning Committee Rep*
 - *Bo Beaulieu, CDS Liaison*

 - *Ricky Atkins, The Association Source, NACDEP Executive Director*
- **Agenda** ~ *Rebekka Dudensing (Crystal)*

Michael moved for approval. Matt seconded. Approved.
- **Approve Minutes of the Last Meeting** ~ *Michael Dougherty*

https://drive.google.com/drive/u/1/folders/1c3X_wR15Z-iHC9EUHTBs8LjbXyuN-M5D

Michelle asked about Google drive file. Michael said to go by the file name (as the text did not change)

Michael moved for approval. Matt seconded. Approved.
- **Treasurer's Report** ~ *Daniel Eades*

Nothing different. Financial statements uploaded 164929 total assets. 51,500 in endowment. Speeding organizational expenses. Guessing 3-3,500 coming up. Put about 2-2,500 deficit. Significantly less than what budgeted for. Will limit what will have for member investment.

Matt moved to accept. Michael seconded, Accepted.



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- **The Association Source** ~ *Ricky Atkins, NACDEP Executive Director*
Report uploaded along with regional rosters. Have started the regular renewal period (December 1-31), with a 60-day grace period after that. Profiles will be purged if individuals are not members after that (March 1). Conference registration will be going up and people can also sign-up (renew) through conference registration.

The fund-raiser brought in about \$500 for scholarships.

- **President's Report** ~ *Rebekka Dudensing*
Initially deferred until after partner reports.

Working on officer slate for 2023-2024; it is three-quarters of the way nailed down. The board likely have email vote later this month.

Thanked everyone who participated in the fund-raiser. Added that some people donated directly on Fundly (rather than buying popcorn). There will be full report next month.

Partner Reports

- NIFA Liaison ~ *Sarah Rocker*

Still waiting for agency leadership to be named. Have a lot of people in acting roles while waiting. People playing multiple roles/wearing multiple hats. Hope after new year more stability (single points of contact).

Had listening session (NIFA Listens) in November. Now engaging in NIFA Speakers – staff provide feedback. Will occur in January. Once done, data synthesized. New priorities determined.

Remote telework will continue. People will be physically located across the country.

Just got approved for travel to Coeur d'Alene (for NACDEP Conference).

Also got approval to receive physical mail again. This is good for anyone in NIFA.

NIFA Mailing Address: 2312 E. Bannister Road

MS: 1000

ATTN: Sarah Rocker

Kansas City, MO 64141

Brent Elrod is doing well, providing senior leadership.

Spoke to NET team through webinar. Presented with Doug Arbagast (WVU) and Jake Powell (Utah State) on outdoor recreation opportunities. Representing NIFA on three-agency agreement focused on outdoor communities (with USFS and USDA RD). First Extension working group Feb. 8 – contact Doug and Jake.

Cannot formally record a video for NACDEP New Year because of promotional component (tied to fee event) but will be making comments at NACDEP New Year.



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- Regional Rural Development Centers Rep. ~ *Don Albrecht*
Not present. No report.
Rebecca noted that Don had let her know he had COVID.
- Community Development Society (Quarterly) ~ *Bo Beaulieu*

CDS meeting on July 16-19 in Portland, OR. First in-person meeting in three years. Theme is "Hood and Holler: Similarities and Differences in Urban and Rural" Proposal date Jan. 9. (<https://cdsociety.org/2023-cds-conference/>)

Might have/would be interested in having a NACDEP session at CDS.

Joining CDS costs \$150 a year included *Community Development* (5 issues) and *Local Development & Society* (3 issues). (Cost is \$100 retirees, \$75 students).

In discussion of NACDEP about journal sponsorship annually/biannually.

Have Vanguard newsletter which is a conduit for information sharing.

The Society's fiscal health is strong, having weathered the challenges of pandemic. It will finish year in the black.

CDS board supportive of building strong relationship with NACDEP.

In process of looking for Executive Director who hopefully will be in place early 2023.

There is a new website: <https://cdsociety.org/>

Rebecca said NACDEP was excited about potential collaboration, especially publication opportunities for our members.

Michelle asked about membership numbers. Bo responded that CDS dropped under 100 during Pandemic, but it is now back up to 250 and growing. CDS also has institutional memberships available and hopes to be at about 300 members by late 2023.

Standing Committee Reports (please include a brief [Standing Committee Report](#))

- Finance Committee ~ *Craig Carpenter*
Last meeting Oct. Nothing to report. Next meeting January. May have something to report after that.
- Communications Committee ~ *Jaime Menon/Jan Steen*
Not present. No report.
- Nomination/Policy & Procedures Committee ~ *Melinda Grismer*
Not present. No report.



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- Diversity, Equity & Inclusion (DEI) Committee ~ *Michelle Eley/Lupe Valtierra/Liza Hinz Michelle Eley*

Michelle said the committee met December 13 and received the results from the membership survey. It had 198 responses. Will get results/summary out as soon as we can. Want to capture all the information.

Debriefed on what stood out. There are thoughts on how people identify with sex/gender. The experience level showed a sizeable group of new members and a sizeable group with 10+ years of experience. The results have gone back to the committee for more review as it tried to decide what it wants to know and what it wants to explore at the regional meetings – so it is fine-tuning the discussion questions (for NACDEP New Year).

Kara asked about regional meeting topics through text. Michelle said will do that and work with Susan (from Marketing) and others to do that. Had said previously that NACDEP New Year include time for regional meetings. Want to carve out some time during that meeting to have DEI discussion – not the full (regional) meeting. Someone from committee will facilitate and report back. Want to work with people planning event to make sure information gets sent out in a seamless manner. Want to make sure board and others have time to review and comment on feedback questions. Also, there are questions on how to market this work and make people aware of it.

Kara appreciated the information and that had held off making an agenda to prioritize these efforts. Added that the committee can all the time it wants. Michelle noted the committee wanted to be sensitive, knowing that other matters that need to be addressed. Hope to draft something for the regional chairs after marketing meeting (December. 16). Hoping it will take 20-25 minutes. Want it to be 3-4 overarching question that enable everyone to look at more closely at the issues and translate to action items. Molly noted that the Northeast we had planned whole meeting to topic, like the North Central. The region wants people to have time because of importance of topic and wanted the committee to know that.

- Marketing Committee ~ *Susan Kelly/Tanya Lamo*

Susan sent a request to regional reps. NACDEP New Year will begin at 12 Noon ET and conclude at 3 pm ET. Send people out to regional meeting. Not sure how to promote DEI work vs. regional meeting agenda.

Melinda will be helping to host NACDEP New year. Want to make sure keep everyone there – and that no one drops. Will people want to discuss DEI or regional announcements., Hope so. Also working with Joy and John to see if do 4 or 6 regional meetings (separate for 1890 and 1994).

Kara asked who hosting regional meetings. Susan said the regional reps – and that they would provide those Zoom links.



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- Member Services Committee ~ *Nicole Breazeale/Nicole Walker*
Nicole B said the committee was aiming for two webinars in each season. Had two for fall in October and November and was planning on two for spring in February and March, then two more in the summer.

Committee had previously been using presentations accepted at conference that could not be presented. Now people are reaching out to the committee. Made decision to have theme for Spring around DEI. Have had groups working on this. Had hoped to get the call for proposals out last week with a January 9 deadline. But we're in a "bit of a pickle" since both Member Services and DEI have had other things to deal with – especially DEI. The best case is for the call to go you next week but the timeline tight. If we can make this happen, would be great as can be advertised at NACDEP New Year. Also it will be promoted through NACDEP and CDS – we are actively looking to engage CDS at the request of the board.

Michelle noted people going on leave end of this week, early next week. Not sure if January 9 deadline will work unless already have people in mind. Suggested shifting the webinars to March and April. Nicole B said the committee could do March-April. It would allow more time for the process to play out. Hoping to lift up positive examples of DEI interventions. If the case, could announce the call at NACDEP New Year and the deadline would be early February.

Michelle said the DEI Committee was already thinking about asking what could do next. We can work with that. Susan suggested via text to announce the call at the regional meetings during the DEI discussion. Nicole B liked it. Asked Michelle if DEI sessions at regional meetings could talk promote this. Michelle said it would be sent out to team.

There was some concern expressed about the deadline with people going on (holiday) leave. Nicole B noted that the changed date resolved that issue.

- Recognition Committee ~ *Eric Walcott/Tamara Ogle*
Not present. No report.
Rebecca noted the report was there and the awards portal had opened.
- Historian Report ~ *Stacey McCullough*
Not present. No report.

Updates from Regions & Partners (please include a brief [Region/Partner Report](#))

- Northeast ~ *Molly Donovan*
No update.
- North Central ~ *Kara Salazar*
No update
- Southern ~ *Matthew Ulmer*
No update.



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- *Western ~ Katie McFarland*
Going to meet this month. To fulfill a regional and university priority for Extension, the University of Idaho is going to host Pacific Northwest Communication Series on Community Development.
- *1890 ~ Joy Moten-Thomas*
Taken a hiatus with the holidays of meeting regularly with the group. The next meeting will be in January.

Put out request for board to support at least at two 1890 members in 2023 NACDEP conference.

- *1994/FALCON ~ John Phillips*
Not present. No report.
- *Joint Council of Extension Professionals (JCEP) ~ Adam Hodges/Melinda Grismer/Rebekka Dudensing*
Rebekka reported JCEP met yesterday. There needs to be broader dissuasion about JCEP. Presently, two conferences (ELC and PILD), one of which having some financial difficulty.

There will new sponsored award category in the future that will Will recognize scholarly contributions. It is about taking information/research in useful and meaningful ways – scholarly engagement. It will replace the current creative excellence award.)

- *Journal of Extension ~ Jamie Rae Walker*
No updates. Editorial committee meeting next week.
The board has identified a senior editor. JOE had instituted \subject editors which have resulted in improved quality.
- *ELC (Feb. 7-9, 2023) ~ Donna Rewalt, Russ Garner*
Russ reported that review of proposals has wrapped up.
He also noted that this would be his last meeting with the board as he is leaving Extension and moving to Communities Unlimited, an NPO serving Mississippi Delta. Does plan to try to attend the conference if his new employer will allow.
- *PILD (April 17-19, 2023 in Arlington, VA) ~ Ramona Madhosingh-Hector, Sandra Thompson*
Not present. No report.



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Conference Reports

- 2023 Conference – *Katie McFarland/Rebekka Dudensing*
Katie said that they were getting excited and that were happening. The committee is booking reservations for the mobile workshops. It is working on speakers and have keynote speaker scheduled which it hopes to have that at NACDEP New Year. It is solidifying the schedule and finalizing budget which it hopes to have at the next meeting. It is collecting sponsorships. It is still looking for committee members. The Call for Sessions are out. The committee is on schedule with the timeline.
- 2024 Conference Selection – *Jimmy Henry/Nate Peterson/Talia Washington/Matt Ulmer*
Not present. No report.
Rebekka noted that Nate has working with Ricky on the hotel contract.

Old Business

- None

New Business

- Adjustments to membership form to reflect interests/work.

Areas of Expertise

- Economic Development
- Diversity and Inclusion
- Human Capacity Building
- Community Resilience and Sustainability
- Infrastructure
- Natural Environment
- Building Capacity within Government and Organizations
- Tourism

Percentage of Extension Appointment

0%-25% ▼



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Reb noted it was a simplified form; noticed that when the transportation group (CAA) contacted us and that (transportation) was not listed. Thinking we may need to revise. Michael suggested needed to add Land Use – especially since there is a working group in that area associated with NACDEP.

Susan asked if this goes to the membership directory. Rebekka said it goes into directory. Ricky explained the process.

Reb said we will look at how we might “flesh it out”, send to board, decide at the January meeting. Crystal noted that didn’t see leadership and facilitation. Reb wondered about that too. Adding that there are some interesting holes as we simplified things

Announcements

- NACDEP New Year January 12.
- Next board meeting January 20.
- Crystal thanked everyone from being here – for being here and for moving forward important work of NACDEP and Community Development. Added that hoped the next couple of weeks refreshing and relaxing time. Wished “Happy Holidays” for those who are celebrating

Adjourn

- Matt moved. Crystal seconded. Adjourned. (1:12 pm ET; 12:12 pm CT)
- Rebeca wished “Happy Holidays” to all celebrating as well.

Board meetings are by Zoom on the 3rd Friday of each month (after conference, next one 7/15)
START TIMES: 9 a.m. (PACIFIC) • 10 a.m. (MOUNTAIN) • 11 a.m. (CENTRAL) • noon (EASTERN)



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Standing Committee Reports

- Finance Committee ~ *Craig Carpenter*
 - Date of last meeting: October 13, 2022.
 - Committee highlights: Nothing to report. Next quarterly meeting is January 12, 2023.

- Communications Committee ~ *Jaime Menon/Jan Steen*
 - Date of last meeting: December 9, 2022
 - Committee highlights: Videography team discussion for 2023 conference - asking for 90-second and 5-minute highlight videos; Melinda is working on assembling team. Newsletter calls for articles will go out first part of January; April newsletter calls will go out in March since conference is earlier this year. Twitter has limited character count for posts, so we'd appreciate a summary and link back to more details if people want their submitted posts to go to Twitter. February 10, 2023 11ET/10CT is the next meeting.
 - Decisions/actions requested from board: None

- Nomination/Policy & Procedures Committee ~ *Melinda Grismer*

- Diversity, Equity & Inclusion (DEI) Committee ~ *Michelle Eley / Lisa Hinz / Lupe Valtierra*
 - Date of last meeting: December 13, 2022
 - Committee highlights: We reviewed the member survey results that we received. We had about 198 responses. The survey offered some insights re: gender/sex identification; age and years as a NACDEP member; what members think NACDEP can do enhance its accessibility and inclusivity. We broke out into small groups to discuss (what stood out to us from the survey results? What can be explored more as potential questions for NACDEP New Year conversation?) We will be fine-tuning the discussion questions in another week or two (because of the holiday break). It is our intention to share the discussion questions with Pres. Dudensing and other board members to gather input and feedback. We also want to share a summary of the survey results to the team as well - Melinda is helping to compile the final summary together. We have identified 4 to 5 people who help facilitate those conversations from our committee during regional meetings.
 - Decisions/actions requested from board: I will need clarity on you will like to information shared re: the discussion questions; questions how the focus group session will be marketing/publicized for members/attendees will be aware.

- Marketing Committee ~ *Susan Kelly*
 - Date of last meeting: December 12, 2022 and later today (December 16, 2022)!
 - Committee Highlights: NACDEP New Year Planning in full swing! Sending out an announcement and agenda before January 1. Melinda Grismer will host the Zoom Meeting, a drawing will be held at 3:00 EST for the conference registration.
 - Decisions/actions requested from board: Need a Zoom link from each regional rep, 1890's rep and 1994 rep to send to participants for the breakout.

- Member Services Committee ~ *Nicole Breazeale/Nicole Walker*
 - Decisions/actions requested from board: None at this time.



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- Recognition Committee ~ *Eric Walcott/Tamara Ogle*
 - Date of last meeting: December 7, 2022
 - Committee Highlights: The awards portal is open and we will continue promoting through social media and emails. The deadline is January 31. Eric will also talk about how to apply at NACDEP New Year. Katie is working with regional reps to recruit judges. We still need judges for the Northeast and Western regions. We will also reach out to program leaders and Extension directors to share that they can nominate someone for DCA and JCEP.
 - Decisions/actions requested from board: Please continue to encourage people to apply for awards. Consider nominated a fellow member for DCA, JCEP, and DSA as these are not self-nominations.
- Historian Report ~ *Stacey McCullough*
- Conference Report ~ *Katie Hoffman-McFarland*

Updates from Regions and Partners

- Northeast ~ *Molly Donovan*
- North Central ~ *Kara Salazar*
- Southern ~ *Matthew Ulmer*
 - Date of last meeting: October, 7, 2022.
 - Committee highlights: Expertise survey disseminated and we will begin forming groups early next year.
- Western ~ *Katie McFarland*
- 1890 ~ *Joy Moten-Thomas*
- 1994/FALCON ~ *John Phillips*
- Joint Council of Extension Professionals (JCEP) ~ *Adam Hodges/Melinda Grismer/Rebekka Dudensing*
- Journal of Extension ~ *Jamie Rae Walker*



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- ELC (Feb. 7-9, 2023) ~ *Donna Rewalt, Russ Garner*
 - Committee highlights:



- PILD (April 17-19, 2023 in Arlington, VA) ~ *Ramona Madhosingh-Hector, Sandra Thompson*



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Email Business Between Meetings

- Election slate approved without opposition through email on December 20-21, 2022.
 - President-Elect: Michelle Eley
 - Treasurer: Daniel Eades (running for a second term)
 - 1890s Rep: Iris Crosby
 - North Central Rep: Jan Steen
 - Western Rep: Juliet Daniels
 - 1994 Rep: Henry Thompson

- Ballot posted December 27, 2022.
- Ballot to remain open until January 18, 2023.
- Results to be announced at January 20, 2023 Board Meeting.