



National Association of Community Development Extension Professionals

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

**Zoom link:**

[https://us02web.zoom.us/meeting/tZMrcuyrpzMuGtV3LfGihdBpWID00G1o\\_Ckb/ics?icsToken=98tyKuGvqD4vGd2dtBmGRpwEBI\\_4Z-nxmFxbjdrzzPjJCxbZiHmActmYuJYQdfv](https://us02web.zoom.us/join/https://us02web.zoom.us/meeting/tZMrcuyrpzMuGtV3LfGihdBpWID00G1o_Ckb/ics?icsToken=98tyKuGvqD4vGd2dtBmGRpwEBI_4Z-nxmFxbjdrzzPjJCxbZiHmActmYuJYQdfv)

**Agenda**

- **Welcome/Call to Order** ~ *Rebekka Dudensing (12:05 pm ET/ 11:05 am CT)*
- **Roll Call** ~ *Michael Dougherty*
  - *Rebekka Dudensing, President*
  - *Crystal Tyler-Mackey, President-Elect*
  - *Melinda Grismer, Immediate Past President*
  - *Daniel Eades, Treasurer*
  - *Michael Dougherty, Secretary*
  - *Scott Slattery, Northeast Regional Rep*
  - *Kara Salazar, North Central Regional Rep (left 1:00 pm ET/12 Noon CT)*
  - *Matt Ulmer, Southern Regional Rep*
  - *Katie Hoffman-McFarland, Western Regional rep*
  
  - *Jaime Menon, Co-Chair, Communications Committee (Comm-Comm) (left 12:35 pm ET/11:35 am CT)*
  - *Jan Steen, Co-Chair, Communications Committee (Comm-Comm) (left 1:00 pm ET/12 Noon CT)*
  - *Nicole Walker, Co-Chair, Member Services Committee*
  - *Michelle Eley, Co-Chair, DEI Committee (left 12:55 pm ET/11:55 am CT)*
  - *Susan Kelly, Chair, Marketing Committee*
  - *Jamie Rae Walker, JOE Rep*
  
  - *Susan Rucker, NIFA Liaison*
  - *Don Albrecht, Regional Rural Development Center Rep.*
  - *Donna Rewalt, ELC Planning Committee Rep*
  
  - *Ricky Atkins, The Association Source, NACDEP Executive Director*
- **Agenda** ~ *Rebekka Dudensing*
  - Matt moved. Crystal seconded. Approved.
- **Approve Minutes of the Last Meeting** ~ *Michael Dougherty*  
[https://drive.google.com/drive/u/1/folders/1c3X\\_wR15Z-iHC9EUHTBs8LjbXyuN-M5D](https://drive.google.com/drive/u/1/folders/1c3X_wR15Z-iHC9EUHTBs8LjbXyuN-M5D)
  - Melinda moved. Scott seconded. Approved.
- **Treasurer's Report** ~ *Daniel Eades*
  - Everything uploaded. At \$221,000 total assets – just \$1,000 off last year (March-to-March). Dues \$24,880 same as last year. Numbers expected to be even better after conference. Everything is in-line with expected, given the schedule (one month earlier conference).
  - Mike moved. Crystal seconded Accepted.



## National Association of Community Development Extension Professionals

- **The Association Source** ~ *Ricky Atkins, NACDEP Executive Director*
  - Uploaded report to MemberClicks along with regional rosters. Have 372 current members after updating from registrations. Currently have 201 conference registrants – really good since thought would be at 150-160.
  - Rebekka excited to hear 300-mark membership and breaking 200 on conference registration
- **President's Report** ~ *Rebekka Dudensing*
  - Requested slides for business meeting to be uploaded – regional reps and committee chairs. (Left last year's in there to use as base for updates). (<https://docs.google.com/presentation/d/1zIVDmV8SVJ7cRezHHMHunGiQykKy-TDJ/edit?usp=sharing&oid=117622501225619336923&rtpof=true&sd=true> or via email to [rmdudensing@tamu.edu](mailto:rmdudensing@tamu.edu))
  - Shared speaker statement about Capnote speaker (Nick Smoot). Explained situation of assault charges against him. Want everyone to have this statement to share that shows we thought about this, consulted with university risk officers, and decided to move forward as charges have been handled through legal system. Offered to discuss situation off-line if requested.
  - The 1890s hosting homecoming tailgate (party) at conference. Dress for a tailgate. Also bring a university flag or pennant to post/display during the event.

## Partner Reports

- NIFA liaison ~ *Sarah Rocker*
  - Noted had increase in portfolio since Christmas. NIFA has had robust program growth, did some hiring, and now off-loading some of those efforts. Transitioning and training.
  - Will not be able to be in-person because of this workload and Farm Bill. Plan to have virtual NIFA presentation. Hope to return to RRDC focus next week.
  - This year NIFA presentation focuses on Recreation Economy, one of topics found in agency MOU. Touches a lot of different issues. Presentation will have a video component. Working on it with Jake Powell (Utah State). Show how CD has different focus than RD and FS. Jake and Doug Arbogast (WVU) will discuss new working group under National Extension Tourism (NET) – National Recreation Economies Group. Will be working with that effort.
  - Asked if any other topics to ingrate into presentation or report for business meeting.
  - Rebekka thought it was exciting have the presentation be focused through a topical lens. Sarah noted it was important give both what and who about NIFA by going deep on a topic, instead of a broad presentation.
  - Will work on slides for business meeting.
  - Announced new Institutes for Rural Partnerships. Three regions have received five-year funding. To support rural entrepreneurship. Can help facilitate deeper connections between NACDEP and project directors. \$10 million. They were Wisconsin in the North Central Region, Vermont in the North East Region, and Auburn in the Southern Region. Each will have their own focus.
- Regional Rural Development Centers Rep. ~ *Don Albrecht*
  - Regional centers doing well. Will be represented at NACDEP. Have worked to put together the Program Leaders' meeting (Sunday before the conference).



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- Community Development Society ~ *Bo Beaulieu*
  - Next quarterly report in June.

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

- Finance Committee ~ *Craig Carpenter*
  - Not present.
  - Rebekka reported committee had met and reviewed financial documents. Its most recent ask was more money for scholarships. Said finances in a strong position.
- Communications Committee ~ *Jaime Menon/Jan Steen*
  - Jaime said committee has been doing ads on FB leading up to conference. Position advertisements being funneled to LinkedIn. Also sending out information on Member Services' conference efforts (Conference Buddies).
  - Melinda reported that there will now be two videographers—Savannah and Healy. They will at the conference the entire time. One more pre-conference meeting to touch base.
  - Jan said the presenter portion of the March 15 Wednesday Webinar ("Courageous Conversational about Race") had been uploaded to YouTube
- Nomination/Policy & Procedures Committee ~ *Melinda Grismer*
  - Updated proposed changes from membership bylaws review on March 31. Sent notes back to DEI Committee. Resulted in changes to what had been original proposed. Wanted everyone's review for May 1.
  - Bylaws vote is for the membership on May 1. This is courtesy review.
  - Policy and procedures will need a board vote today. (Business portion of meeting).
  - Shared PowerPoint (attached).
  - Changes to Vision and Mission read and reviewed. (Slides 2 and 3)
  - For Article II, two options proposed for a new objective rather than inserting "diverse and equitable" into each existing statement (Slide 4). Options combined into a single statement by the board after discussion. (see Slide 5)
  - Michelle asked to go back to Vision and Mission to see if thoughts there.
  - No one had comments on proposed Mission or Vision.
  - On Article II, Susan liked the combined version. Noted that "live" (in the original second statement) goes beyond NACDEP purview.
  - Michelle noted that at first, thought adding "diversity and equitable" into existing objectives would suffice. But after input, suggested having stand-alone objective. Wanted to thank Melinda and Resolutions and Policy Committee in shaping the language.
  - Melinda responded that could not thank DEI Committee enough for their work going far beyond their call of duty.
  - Michelle asked if there were no comments today, do we need more time ...
  - Rebekka replied that this was discussed the in pre-game. That is where the board worked on the combined option. Noted that many were leaning in that direction.
  - Mike explained process of developing the combined option. It included taking the best of both and removing the references in the previous. Michelle noted was afraid repetition would become perceived as just jargon.
  - Melinda asked if everyone was comfortable with moving ahead with combined option if there no opposition. None was stated.
  - Article 3 (Membership requirements) read and reviewed (Slide 6). No comments.



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- Noted that Board will have to vote at this meeting on Policy and Procedures changes. Talked about in pre-game but wanted another review.
- Called for committee chairs who have not reported to review and provide any revisions to playbooks.
- Reviewed 16 proposed Policy and Procedures changes (Slides 7 and 8)
- Diversity, Equity & Inclusion (DEI) Committee ~ *Michelle Eley/Lupe Valtierra/Liza Hinz*
  - Michelle said that since the last meeting, committee attention has been on recommended language to Resolution and Policy Committee. Want to thank Melinda for her efforts.
  - Also worked with Member Services on convening of webinars (around DEI topics). Most recent one on April 12. Also involved was President Elect Crystal Tyler-Mackey who is on Committee.
- Marketing Committee ~ *Susan Kelly/Tanya Lamo*
  - Susan noted it was good to see people at PILD. Committee has been working on things but nothing to report.
- Member Services Committee ~ *Nicole Breazeale/Nicole Walker*
  - Nicole W said committee had a wonderful collaboration going on. Had second of two DEI focused webinars on April 12. Appreciate Michelle and the team putting together two great opportunities to hear what is going on and to have great conversations.
  - As mentioned previously (by Comm-Comm), the presentation portion of first one recorded and posted. Did not record second one to make sure.
  - Thankful for money folks for funds for four \$750 scholarships. Nicole B has notified winners.
  - Nicole B taken lead on Buddy Program. Had seven interested participants a few days ago. Still looking for mentors.
  - Nicole B will lead first-timers (Nicole W will not be at the conference). Will be reaching out to committees to get info what they do to get people involved.
- Recognition Committee ~ *Eric Walcott/Tamara Ogle*
  - Not present.
  - Rebekka noted a report had been filed. Committee is ready to go with awards as the script is done and plaques in place.
- Historian Report ~ *Stacey McCullough*
  - Not present. No report.

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

- Northeast ~ *Scott Slattery*
  - Said learning role. Planning states night out, awards. May reach out to other regions.
- North Central ~ *Kara Salazar*
  - Reported meeting agenda set. Updated regional awards presentation. Collaborating on last minute conference items.
  - Rebekka asked about the Land Use Community of Practice. Kara said the meeting is 9:45 to 11 Monday morning with business and speaker. Also noted the CoP is looking for southern region rep.



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- Southern ~ *Matthew Ulmer*
  - Reported everything just about ready. Finishing award presentation. Agenda set.
- Western ~ *Katie McFarland*
  - Noted has not been doing much regional stuff since took over conference. Everyone has stepped up for conference.
  - Decided against multi-state chapter (based in ID). Doing a multi-state inter-mountain publication series (ID, MT, WY, UT).
  - Susan asked about opening session tickets. Katie responded they were just for guests (extra tickets).
- 1890 ~ *Joy Moten-Thomas*
  - Not present. No report.
- 1994/FALCON ~ *John Phillips*
  - Not present. No report.
- Joint Council of Extension Professionals (JCEP) ~ *Melinda Grismer/Rebekka Dudensing*
  - Rebekka said just got back from post-PILD Board meeting.
- Journal of Extension ~ *Jamie Rae Walker*
  - Said JOE has a booth and presentation at the conference. Will make updates at regional meetings.
- Extension Leadership Conference (ELC) (Feb. 7-9, 2023) ~ *Donna Rewalt*
  - Noted in interim period trying to figure out reps. Right now, dates or location for next meeting not known. Said there was a desire to not do Kansas City again (after two-year commitment).
  - Rebekka said JCEP was leaning strongly toward Tampa.
- Public Issues Leadership Development (PILD) Conference (April 17-19, 2023) ~ *Ramona Madhosingh-Hector*
  - Not present. No report.

## Conference Reports

- 2023 Conference – *Katie McFarland/Rebekka Dudensing*

Rebekka and Crystal asked about guest tickets. Ricky said contact me. Crystal asked about their price. Ricky said \$40.

  - Katie said would put out reminder email and things you should know on Monday.
  - Noted all workshops full. All tours full except for boat tour. Met all hotel requirements – so sound in budget. Everything coming together.
  - Asked to forward any questions and will add to email Monday.
  - Crystal asked if would include something about transportation. Katie said could be added.
  - Rebekka made one last call for silent auction. Katie said already in “things to know.”
  - Crystal asked about weather. Katie said nice, low 70s. Clear, especially the first evening for boat cruise.



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- 2024 Conference – *Jimmy Henry/Nate Peterson/Talia Washington/Matt Ulmer*
  - Rebekka reported that we have a contract. Nate organizing initial planning meeting.
  - Katie said Nate will have a video for the closing session.
  - Crystal asked if had dates. Rebekka said it will be June 17-20, 2024 at Marriot Marquis in Houston.

### **Old Business**

- Policies and Procedures Updates
  - Proposal put forth to amend the Policies and Procedures - not the bylaws - as presented by Melinda.
  - Scott moved. Matt seconded. Approved.

### **New Business**

- None.

### **Announcements**

- Next meeting is the Conference pre-meeting, Sunday at 1:00 (PT) in Board Room 6. It is required for the Executive Committee and optional for committee chairs. Will talk about last minute changes and run through the business meeting.
- The post-conference meeting is for the Executive Committee only. It is a debrief from the conference.

### **Adjourn**

- Matt moved. Daniel seconded. Adjourned (1:15 pm ET/12:15 pm CT)

Board meetings are by Zoom on the 3<sup>rd</sup> Friday of each month  
**START TIMES: 9 a.m. (PT) • 10 a.m. (MT) • 11 a.m. (CT) • 12 noon (ET)**



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## Standing Committee Reports

- Finance Committee ~ Craig Carpenter  
Committee highlights:
  - The committee met for its quarterly meeting on April 13 and reviewed the financial documents. Nothing to report.
  
- Communications Committee ~ Jaime Menon/Jan Steen  
Date of last meeting: March 24, 2023  
Committee highlights:
  - Videography team: 2 young professionals are lined up from the University of Idaho.
  - Facebook: A lot of advertisements for PILD and CDS awards, as well as advertisements for the upcoming Annual Conference.
  - March 15 Wednesday Webinar uploaded to YouTube. LinkedIn/Twitter posts have been happening. Member Services noted 2 dozen attendees were present at the Wednesday Webinar, and is also working on the Newcomers Session and the Buddy System. Discussion about possible CD Educator Day - might be something that JCEP should handle.
  - Next meeting May 2, 8:30am in person
  
- Nomination/Policy & Procedures Committee ~ Melinda Grismer
  
- Diversity, Equity & Inclusion (DEI) Committee ~ Michelle Eley / Lisa Hinz / Lupe Valtierra
  
- Marketing Committee ~ Susan Kelly
  
- Member Services Committee ~ Nicole Breazeale/Nicole Walker
  
- Recognition Committee ~ Eric Walcott/Tamara Ogle  
Date of last meeting: April 5, 2023  
Committee Highlights:
  - The program, script and slide show have all been drafted and are being reviewed. Certificates are ready to print and plaques have been delivered.
  
- Historian Report ~ Stacey McCullough
  
- Conference Report ~ Katie Hoffman-McFarland



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### **Updates from Regions and Partners**

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- 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
- Extension Leadership Conference [ELC] (Feb. 7-9, 2023) ~ Donna Rewalt
- Public Issues Leadership Development Conference [PILD] (April 17-19, 2023) ~ Ramona Madhosingh-Hector





## Membership Bylaws/P&P April 21, 2023 Review of Proposed Changes

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## Proposed Bylaws Change: Revised Vision

### Current Vision:

▶ Advocating for community and economic development programming, while educating and recognizing Extension professionals who develop successful programs and expand resources to strengthen communities.

### Proposed Revised Vision

▶ NACDEP is an organization of Extension professionals that connects, co-creates, and advocates for inclusive, diverse, equitable, and accessible community and economic development principals, programs, and activities to strengthen communities.

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## Proposed Bylaws Change: Revised Mission

### Current Mission:

▶ NACDEP is an organization dedicated to improving the visibility, coordination, professional status and resource base of community and economic development Extension programs and professionals.

### Possible Revised Mission:

▶ NACDEP is an organization dedicated to improving the visibility, coordination, professional status and resource base of community and economic development Extension programs and professionals. NACDEP does this by educating and recognizing Extension professionals who support successful diverse and equitable programs and expand resources to strengthen communities.

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## Proposed Bylaws Change: Article II, Objectives

- ▶ To promote the importance of diverse and equitable community and economic development through education, advocacy, and coordination within the land grant system.
- ▶ To discuss, develop, sponsor, and promote educational and training programs and activities that advance sound, diverse and equitable community development practices.
- ▶ To provide support for and promote activities and programs at the national level that advance diverse and equitable community and economic development, education, training, and diversity in the workforce practices.
- ▶ To see expanded, diverse and equitable investments in applied social science research that is critical to the generation of knowledge needed to undergird the development of timely, high priority extension community development education programs.



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## Proposed Bylaws Change: Article II, Objectives

- ▶ To actively demonstrate diverse, inclusive, equitable, and accessible practices as part of all the work we do
- ▶ To live and practice core values of diversity, equity, accessibility, inclusion and belonging in our interactions with each other and in community
- ▶ **Combined Option:** To actively demonstrate diverse, inclusive, equitable, and accessible practices in our interactions with each other and with our partner communities.



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## Proposed Bylaws Change: Article III, Section I, Membership

- ▶ Active. Active Members are currently employed as extension professionals with at least a 25% extension appointment with responsibilities or strong interests in community and economic development. (Amended February 2006)
- ▶ Active. Active Members in good standing have work responsibilities or strong interests in community and economic development. **Fifty-one percent of active members must maintain at least a 25% Extension appointment. Enrolling or renewing members will be asked upon registration to disclose the percentage of their Extension appointment.**



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## Proposed Policy/Procedures Changes

- 1) JCEP board meeting timing changes (pages 7, 9 & 10)
- 2) References to the president's credit card, which is no longer issued (p. 8)
- 3) Changes to JCEP board members' travelling to other associations' conferences (page 10)
- 4) Change to secretary's term (made in 2020) from one to two years (p. 10)
- 5) Change to "the association's digital document repository" to refer to where approved documents are housed (page 11)
- 6) Change in duties from secretary to management firm (pages 11, 12)
- 7) Change in duties from secretary to past president (page 11)
- 8) Remove specific references to names of financial companies (page 13)
- 9) Remove reference to now defunct PayPal account (page 14)
- 10) Change reference to review of financial statements & transactions (p. 14)



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## Proposed Policy/Procedures Changes

- 11) Remove reference to dues collection by treasurer (page 15)
- 12) Remove reference to regional reps' newsletter communication in favor of email notifications and quarterly meeting reminders (page 16)
- 13) Add regional reps' duty to work with Awards & Recognition Committee to create regional award presentations at conference (page 17)
- 14) The language in Fiscal Reviews & Audits (pages 13 & 30) will change from "audit" to "external review" per NACDEP board vote on April 15, 2022
- 15) Conference Bids & Site Selection (page 35) may change to "give preference" to a region but allow others to submit as well, and then may default to an online conference if no university(ies) submit a conference bid
- 16) Plan NACDEP New Year (added to Marketing Committee duties) – and playbook schedule revised to reflect new collaborations/responsibilities



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