



National Association of Community Development Extension Professionals

**June 16, 2023 Board Meeting  
12-1:30 p.m. ET**

**Join Zoom Meeting**

<https://us02web.zoom.us/j/89378200557?pwd=NU05eU5ncldyb2RGVXkxQi90bWQwQT09>

**Agenda**

- **Welcome/Call to Order ~ Michelle Eley/Rebekka Dudensing (12:08 PM ET)**  
Michelle expressed the regrets from NACDEP President Crystal Tyler-Mackey, who is at LEAD 21.
- **Roll Call ~ Michael Dougherty**
  - Michelle Eley, President Elect
  - Rebekka Dudensing, Immediate past President
  - Michael Dougherty, Secretary
  - Scott Slattery, Northeast Regional Rep
  - Jan Steen North Central Regional Rep
  - Juliet Daniels, Western Regional Rep
  
  - Craig Carpenter, Finance Committee Chair
  - Gwynn Stewart, Comm-Comm Co-Chair
  - Charissa Puryear, Member Services Committee Co-Chair
  - Tanya Lamo, Marketing Committee Co-Chair
  
  - Erin Ling, PILD Rep (left about 105)
  - Karen Tanner, ELC Rep
  - John Green, SRDC (joined around 1 p.m.)
  
  - Ricky Atkins, Executive Director
  
  - Jamie Rae Walker, JOE Rep
- **Agenda ~ Michelle Eley**
  - Michael moved to approve. Rebekka seconded. Approved.
- **Approve Minutes of the Last Meeting ~ Michael Dougherty**
  - Michael moved to approve April 21 minutes as corrected (Year to 2023). Juliet seconded. Passed.
  - Rebecca moved to approve April 30 minutes as corrected (Year to 2023). Juliet seconded. Passed.
- **Welcome to Incoming Board Members! ~ Michelle Eley**



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- Jan Steen– North Central regional rep (present)
- Juliet Daniels – Western regional rep (present)
- Iris Crosby – 1890 regional rep
- Henry Thompson – 1994/FALCON regional rep
- Gwynn Stewart – Comm-Comm Co-Chair (present)
- Rebekka Dudensing – Nominations Policy Chair (as past president)
- Tonya Lamo – Marketing Co-Chair (present)
- Charissa Puryear – Member Services Co-Chair (present)
  
- Karen Tanner – ELC Rep
- Erin Ling – PILD Rep
  
- Michelle Eley – President Elect (also will rotate onto JCEP Board in January)
  
- **Treasurer’s Report ~ *Daniel Eades***
  - Daniel not present. Michael gave report.
  - Financial statements are uploaded to MemberClicks by Ricky.
  - Organization had \$214,697 in total assets, as of May 31, 2023, including \$52,864 in the endowment.
  - Membership dues are currently \$33,195. Amount not expected to increase in the coming months. Total is more than \$3,000 above what was budgeted based on last year’s totals.
  - Current conference expenses are \$91,696, about \$100 under budget (\$91,800). There are a few outstanding conference expenses including a speaker fee, a few travel receipts, and postage; however, we were mostly in line with expectations.
  - Thanks to Ricky, Katie, Michael G (Gaffney) and the conference committee for their work in keeping expenses low while providing a great event.
  - Association expenses, currently \$116,777, are in line with expectations. Anticipating \$28,000 to 30,000 in additional expenses throughout the year.
  - Membership and conference income has resulted in \$49,268 of net income for the year. Factoring in planned expenses, hope to have approximately \$20,000 in income for reinvestment in the organization.
  - Juliet Daniels moved to accept. Scott seconded.
  - Juliet asked about hotel attrition. Ricky explained it is commissionable rate – a rebate from the hotel that comes off the top of the bill.
  - Passed.
  
- **The Association Source ~ *Ricky Atkins, NACDEP Executive Director***
  - Report uploaded to MemberClicks.
  - Looks like did well (financially) with the conference.
  - Have 384 members.
  - Uploaded regional rosters. Still some “regionless” people in the system – working to get everyone categorized into a region.



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- **President's Report ~ Michelle Eley**
  - (Michelle reported that) Crystal thanked everyone for a great conference in Coeur d'Alene and for the work of the planning committee and board. She is looking forward to this coming year working together and for a great conference in Houston!
  - Michelle added comments a spirit of gratitude.

### Partner Reports

- NIFA liaison ~ *Sarah Rocker*
  - Not present. No report.
- Regional Rural Development Centers Rep.- SRDC – *TBD*
  - Michelle said that John Green from SRDC would be serving in that role.
  - John joined late because of a mix up on the meeting time.
  - Noted was looking forward to representing the RRDCs.
- Community Development Society (quarterly) ~ *Bo Beaulieu*
  - Not present.
  - Michelle noted Bo wanted to remind people about the upcoming CDS meeting in Portland, OR on July 16-19th.

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

- Finance Committee ~ *Craig Carpenter*
  - Nothing to report beyond Treasurers' Report.
- Communications Committee ~ *Jaime Menon/Gwynn Stewart*
  - Gwynn reported the committee met June 7 and welcomed a few new members which was exciting.
  - Received report on conference videography from Melinda Grismer. Already planning for Houston.
  - Continue to have dedicated folks for social media.
  - Dates for next newsletter have been provided by Editor Tom Blaine. Calls to go out on June 21 and June 29 with a July 6 deadline. Publication to occur on July 12,
  - Trying to partner in NET with newsletter (it has a Sept. 24-27 conference).
  - You Tube videos from conference being posted by Jan Steen.
  - Plan to meet with Member Services and Marketing committees to coordinate.
  - Next meeting will be after that.
  - Need for conference marketing for 2024 discussed. Already done an early "save the date" card.
- Nomination/Policy & Procedures Committee ~ *Rebekka Dudensing*
  - No report.



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- Diversity, Equity & Inclusion (DEI) Committee ~ *Michelle Eley/Lupe Valtierra/Liza Hinz*
  - Michelle reported committee met June 13.
  - Still combing through info from focus groups from NACDEP New Year. Trying to look across the multiple conversations and pick out the major themes. Slowly synthesizing the information and determining the clustering of the information.
  - Hope to share info before board meeting and make brief report during meeting (as committee report).
  - Will seek input from board on prioritization. Also want to share report info with committee chairs as some of tasks would be done by existing committees.
  
- Marketing Committee ~ *Tanya Lamo/Donna Rewalt*
  - Tanya reported last meeting at conference (May 2).
  - Have some new members.
  - Going to try to do collaborative meeting (with other committees) to define responsibilities.
  - Next meeting June 23.
  
- Member Services Committee ~ *Nicole Walker/Charissa Puryear*
  - Charissa reported last meeting at conference (May 2).
  - Discussed how new member orientation went. Had some new members join us and got good feedback to enhance that.
  - Looking forward to resuming Wednesday webinar. Discussed topics.
  - Talked about scholarships. Nicole Breazeale working with Melinda Grismer on grants to find scholarships.
  - Talked about buddy program and new members.
  - Next meeting July 7.
  
- Recognition Committee ~ *Eric Walcott/Tamara Ogle*
  - Juliet reported committee met June 7.
  - Follow up to what discussed at conference.
  - Looking for different tool to replace Google Forms (such as Qualtrics, Oxford Abstract) so committee does not have to disqualify people (for technical issues).
  - Digital certificates sent out. Physical items also sent out (Ricky confirmed).
  
- Historian Report ~ *Stacey McCullough*
  - Not present. No report.
  
- Board Liaisons to Committees Announced/Determined
  - Finance: Daniel.
  - Communications: Matthew.
  - Nominations/Policy: N/A (Rebekka chairs).
  - DEI: Michelle (will step down as a co-chair).
  - Marketing: Rebekka.
  - Member Services: Michael.
  - Recognition: Juliet.



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

- Northeast ~ *Scott Slattery*
  - Not much to talk about. People pleased with conference.
  - Working on projects. Looking forward to Texas.
  
- North Central ~ *Jan Steen*
  - Posted report to MemberClicks.
  - Set quarterly meeting dates working with Aug. 17 and Nov. 9.
  - Survey for topics and resources wanted:  
<https://docs.google.com/forms/d/e/1FAIpQLScVWuDvBV6qd4PkHOToktKJ-oUzzWquuu3m3KY1oB0RZ2Sow/viewform>
  
- Southern ~ *Matthew Ulmer*
  - Not present. No report.
  
- Western ~ *Juliet Daniels*
  - Scheduling a meeting with Katie to keep momentum going.
  - Will be meeting with WRDC.
  - Inter-mountain chapter/training event proposed
  - Looking into scheduling quarterly meetings.
  - Expressed interest in Jan's survey for North Central Region as it might be helpful for the West.
  
- 1890 ~ *Iris Crosby*
  - Not present. No report.
  
- 1994/FALCON ~ *Henry Thompson*
  - Not present.
  - Michelle noted that FALCON is Oct 26-29 and Henry said it was great to have board members attend.
  
- Joint Council of Extension Professionals (JCEP) ~ *Melinda Grismer/Rebekka Dudensing*
  - Rebekka said there was a meeting next week and to let the representatives know if there was anything that needed to be brought forward.
  
- Journal of Extension ~ *Jamie Rae Walker*
  - No report.
  
- ELC ~ *Donna Rewalt/Karen Tanner*
  - *No report (Karen)*
  
- PILD ~ *Ramona Madhosingh-Hector/Erin Ling*
  - *No report (Erin)*



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### **Conference Reports**

- 2024 Conference – *Jimmy Henry/Nate Peterson/Talia Washington/Matt Ulmer*
  - Not present. No report.
  - Rebekka said would try to touch base to get representation for next meeting and have highlights.
  
- 2025 Call for Proposals – *Rebekka Dudensing*
  - Reminded deadline is June 30. Confident will have a submission.
  - Will have presentation July meeting.
  - Northeast region scheduled.

### **Old Business**

- None

### **New Business**

- None

### **Announcements**

- Next meeting is July 21, 2023.

### **Adjourn**

- Juliet moved to adjourn. Scott seconded. Adjourned.

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