



National Association of Community Development Extension Professionals

**March 17, 2022 Board Meeting  
12-1:30 p.m. ET**

**New Zoom link today: Join Zoom Meeting**  
<https://tamu.zoom.us/j/5483601873?pwd=SzQxNHRPSmhKa2tjRk0rMU5iTzJxQT09>

**Agenda**

- **Welcome/Call to Order** ~ *Rebekka Dudensing (12:02 PM ET/11:02 CT)*
  
- **Roll Call** ~ *Michael Dougherty*
  - *Rebekka Dudensing, President*
  - *Crystal Tyler-Mackey, President-Elect*
  - *Melinda Grismer, Immediate Past President*
  - *Daniel Eades, Treasurer (left 12:20 pm ET, 11:20 am CT)*
  - *Michael Dougherty, Secretary*
  - *Scott Slattery, Northeast Regional Rep (Appointed to replace Molly Donovan)*
  - *Matt Ulmer, Southern Regional Rep*
  - *Joy Moten-Thomas, 1890s Regional Rep*
  
  - *Craig Carpenter, Chair, Finance Committee*
  - *Nicole Walker, Co-Chair, Member Services Committee*
  - *Tamara Ogle, Co-Chair, Recognition Committee (left 12:55 pm ET/11:55 am CT)*
  - *Eric Walcott, Co-Chair, Recognition Committee (left 1:00 pm ET/12 noon CT)*
  - *Michelle Eley, Co-Chair, DEI Committee*
  - *Jamie Rae Walker, JOE Rep*
  
  - *Ramona Madhosingh-Hector, PILD Planning Committee Rep,*
  - *Bo Beaulieu, CDS Liaison (left 12:45 pm ET/11:45 am CT)*
  
  - *Ricky Atkins, The Association Source, NACDEP Executive Director*
  
- **Agenda** ~ *Rebekka Dudensing*
  - Melinda moved. Daniel 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)
  - Crystal moved. Melinda seconded. Approved.
  
- **Treasurer's Report** ~ *Daniel Eades*
  - Everything posted in MemberClicks. Just under \$168,000 in total assets, \$51,792 endowment. Membership dues at \$23,500 – about \$2,500 more than last year.
  - Current conference expenses at \$4,800. Both association and conference expenses slightly higher than last year, but in-line with expected (especially given the conference schedule). Everything in line with expectations.
  - Michael moved. Melinda seconded. Accepted.



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- **The Association Source** ~ *Ricky Atkins, NACDEP Executive Director*
  - Uploaded report and regional rosters to MemberClicks. Sitting at over 300 members –anticipate getting to 350-360 through conference registrations.
  - Little to report on 2024 Conference. Should have contract on Monday; will send to Rebekka. Hotel is in (a big) city, so it will be more expensive. Nate [Peterson, 2024 Conference Committee] promised 250-260 people.
  - Rebekka noted she is looking forward to conference. Houston us fantastic. It is also not too hot as you can walk through air-conditioned tunnels under the city. Also been giving thought to low and no cost speakers.
  
- **President's Report** ~ *Rebekka Dudensing*
  - Shared 2025 conference application. Highlighted changes (except date). Would like sent to Ricky as well as myself. Recommended deadline June 30, 2023. If can release next week or so, would give people about two months after the conference to gather information – and will still be ahead of where we were last year. That would put us at the July meeting reviewing the packet (which occurred in August 2022 meeting for 2024 conference).
  - Michelle said thought it would be pushed and asked if there would be an email push Rebekka said one reason wanted to get it approved now is that it could be included in the conference.
  - Michelle noted that Northeast will get preference. Reb asked if should inquire about other regions hosting. Melinda noted the “Policies and Procedures” says if other regions could step in to host, then the conference defaults to on-line.
  - Reb said there was still discussion on dates. Acknowledged the desire to move away from “Sunday-to-Wednesday” format. But “Monday-to-Thursday” still has people travelling on Sunday.
  - Ricky noted that for 2024, have Monday-to-Thursday. Don not know about after that. Michael liked getting away from a Sunday start. Allow places some flexibility (as far as weekdays).
  - Rebekka removed the second footnote from the application about meeting dates. Asked about room block as the form said 125. Ricky noted been going with more than that – Coeur d’Alene has 140 and we are hoping for 150-160. Rebekka changed the minimum to 140.

### Partner Reports

- NIFA liaison ~ *Sarah Rocker*
  - Not present.
  - Rebekka reported Sarah/NIFA working on a presentation for conference.
  
- Regional Rural Development Centers Rep. ~ *Don Albrecht*
  - Not present. No report.



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- Community Development Society (quarterly) ~ *Bo Beaulieu*
  - CDS hired new director: Doug Leslie. Encouraged Ricky to touch base with him. Started in Feb.
  - CDS annual meeting July 16-19. Hosted by Portland State. Oregon State Extension a sponsor. Room rate ~\$115. Estimated member registration ~\$400. Information at the CDS Website: (cdsociety.org). Final proposal decisions eminent.
  - Will be announcing travel scholarships (targeted toward students) for conference in April.
  - Talked about NACDEP sponsoring a special issue in *Local Development & Society* journal. Showed CDS call for book proposals. Both outlets for scholarly work as CDS can provide an avenue for publications.
  - Noted in “foot in both camps” CDS and NACDEP member
  - Melinda asked about book proposal. Bo said it tells you who to contact (Mark Brennan). Noted Mark has had both research and extension appointments – so appreciation for Extension.
  - Rebekka added the book proposal was in the NACDEP newsletter. Will try to get the CDS conference in there as well.

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

- Finance Committee ~ *Craig Carpenter*
  - Nothing to report. Initial feedback on conference budget. Hope to get work off-line for approval by board.
  - Daniel asked if an email vote was an option for the budget. Rebekka said had done vote by email before.
- Communications Committee ~ *Jaime Menon/Jan Steen*
  - Not present. No report.
- Nomination/Policy & Procedures Committee ~ *Melinda Grismer*
  - Reported on possible Policies and Procedures changes.
  - Have been talking a lot with Michelle. Only bylaws changes received came from the DEI Committee. The proposed changes will be the content of webinar on March 31. Mostly it inserts the term “diverse and equitable” and talk about our diverse and equitable practices.
  - Also suggested a slight change to the mission – removing “organization” and adding “diverse and equitable” – consistent with bylaws suggestions.
  - Other proposal change is in the vision. Currently NACDEP has an externally facing vision. Proposed change would make it more internally-facing.
  - Bylaws would have to be voted on by membership during business meeting (during conference). That is why we do the webinar (on March 31).
  - Mission statement would necessitate resubmission to IRS. Vision not on IRS documentation but on website. Could adapt proposed new vision to become a values statement.
  - Want to entertain discussion about these proposals.
  - DEI has put a lot of thought into these. Do think changes consistent.



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- Michelle wondered if people need more time to think on it to provide feedback. The DEI Committee would be open to that. It just wanted to get something to the board.
- Melinda noted would be looking at Policies and Procedures Handbook in April. Information will go to membership during the webinar. Then can vote on in April.
- Michelle noted was open to ideas. Melinda said changes were very consistent. The main consideration is how to handle vision and value statement. Rebekka said that looking at more holistically, thought it was losing the education piece, but it moved into the mission. So the concern no longer applies. Agrees the work was consistent and well-done.
- Report filed in Member Clicks. Webinar link dropped in chat.
- Diversity, Equity & Inclusion (DEI) Committee ~ *Michelle Eley/Lupe Valtierra/Liza Hinz*
  - Michelle thanked Melinda for presenting the information on the proposed Mission/Vision changes.
  - In addition to working on that task, committee been working with Member Services toward two webinars. One held Wednesday. Another on April 12. Committee identified speakers for the series. Appreciate opportunity to share in that responsibility
  - Still working through data from NACDEP New Year. Working to prepare a summary. Hoped it would this month, but will need one more month.
  - Also feel important to have conversations with 1890 and 1994 members to validate statements being made summarizing/from the data. Hope to have time to do that before the next board meeting.
- Marketing Committee ~ *Susan Kelly/Tanya Lamo*
  - Not present.
  - Rebekka stated that Susan was stuck in another meeting. Committee has been promoting the conference externally. ANREP appears interested, especially given location.
- Member Services Committee ~ *Nicole Breazeale/Nicole Walker*
  - Nicole W. said the committee had the first of its webinars. Had about 22 people in attendance. Presenters did a fabulous job. There were courageous conversations on the topics. Impressed how well put together, especially on Zoom. Presentation recorded and will be available. Second session April 12 and will be a panel conversation.
  - Some discussion last meeting about conference scholarships. So wonderful last meeting. Looking at options for future. Some proposals to bring to board when ready.
  - Conference buddy program bringing back this year. Will be putting out call for buddy (newcomers, first-timers, anyone who needs a "friend") and call for mentors (who have attended at least one conference). Match info will be sent out a week before. Suggesting meet-up at least twice (suggested Newcomers Session and Poster Session).
  - Rebecca asked when scholarship application will be out. Nicole said would have to get back to her on that. Rebekka asked if could have it ready for newsletter. Nicole said thought it could be.



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- Recognition Committee ~ *Eric Walcott/Tamara Ogle*
  - Tamara said committee had finalized scores. Struggled a bit to get scores in – as often does. Working now on getting all the material ready for awards dinner. Eric working on updating all the applicants.
  - Eric said notifications will be going out this afternoon/early next week.
- Historian Report ~ *Stacey McCullough*
  - Not present. No report.

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

- Northeast ~ *Scott Slattery*
  - Still just getting familiar with things. Trying to get time with Molly (Donovan, the former regional rep who took position with local CD finance authority). Getting up to speed. Promoting conference. Hope have good representation. Hosting a session on on-line facilitation.
- North Central ~ *Kara Salazar*
  - Not present. No report.
- Southern ~ *Matthew Ulmer*
  - Not present. No report.
- Western ~ *Katie McFarland*
  - Not present.
  - Rebekka noted the West Region working on the conference. Noted Early Bird Registration goes through March
- 1890 ~ *Joy Moten-Thomas*
  - No report.
  - Want to acknowledge to Michelle received email. Asked if Michelle wanted to be part of next 1890s Regional Meeting. Attendance has been low.
  - Michelle replied that if a meeting is already scheduled, would be happy to join at that meeting (rather than schedule a separate meeting). Want to share data from NACDEP New Year conversations and see if any comments.
  - Joy asked if this could be done at conference. Michelle said probably not; It may have to do virtually. Joy suggested a meeting between the two, then send out to 1890 members, to get participation.
  - Added wants to to get new 1890 Rep on board before the conference.
- 1994/FALCON ~ *John Phillips*
  - Not present. No report.
- Joint Council of Extension Professionals (JCEP) ~ *Melinda Grismer/Rebekka Dudensing*
  - No report.
- Journal of Extension ~ *Jamie Rae Walker*
  - Thanked conference committee for presentation. Will be there with resources and support.



## National Association of Community Development Extension Professionals

- Extension Leadership Conference (ELC) (Feb. 7-9, 2023) ~ *Donna Rewalt*
  - Melinda said the next ELC will be in Tampa.
- Public Issues Leadership Development Conference (PILD) (April 17-19, 2023 in Arlington, VA) ~ *Ramona Madhosingh-Hector*
  - On the way for planning. Updated registration information out. Pretty much underway. Already 100+ registered. Some challenges with hotel. Wednesday sold out. Overflow in area (one across the street). Will do NACDEP member meet-up. Rebekka said was looking forward to it.
  - Heard info about PILD format changing. Info on that? Melinda said no decision has been made. It will be on agenda for next JCEP meeting (next week).
  - No second committee person since Sandra (Thompson) has retired. Need someone to stay two-deep. Rebekka said that she and Melinda talked about that. Because everything so up-in-the-air, thought would wait to see how many people are needed for planning committees – four or just two (if conferences combined).

### Conference Reports

- 2023 Conference – *Katie McFarland/Rebekka Dudensing*
  - Rebekka noted already discussed.
  - Asked people to begin thinking about silent auction items. Very excited. How we have funded – with endowment – scholarships in the past
- 2024 Conference Selection – *Jimmy Henry/Nate Peterson/Talia Washington/Matt Ulmer*
  - Rebekka – Heard from Ricky. Nate putting together contracts.

### Old Business

- Budget
  - Rebekka reported it not quite ready. Hope to vote on in interim (email vote).
  - Daniel moved to table and do email vote. Scott seconded. Passed. Tabled.

### New Business

- Mission/Vision/Bylaws changes as needed.
  - Melinda moved to table until April meeting. Scott seconded.
  - Ricky asked if enough time for 30-day notice. Melinda said fine since announcement was ready to go for webinar. Thanked for email. Asked if could send that out again.
  - Melinda said that once receive all the feedback (need committee chairs, need conference chairs), will put out Policies and Procedures changes which do not have to be voted on.
  - Ricky said could get out today. Rebekka suggested Monday. Everyone agreed.
  - Motion Passed. Item Tabled.
- 2025 Call for Proposals Release
  - Rebekka explained changes (noted during presidential report).
  - Daniel moved. Crystal second. Passed.



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- Hotel Policy for Official NACDEP Travel (TBD)
  - Rebekka asked if NACDEP had hotel policy if people roomed together if traveled together for NACDEP. We do pay for some room nights, including ELC and PILD Reps. Also occasionally for board member if they do not have funds.
  - Ricky noted people already do that. Also want to sell as many rooms (for conferences). Do not think would get to that if everyone doubling up.
  - Melinda said that occurs sometimes for other conferences. Other associations are not sure if good idea, especially since COVID. Not good idea to put one in if do not already have it.
  - Ramona agreed. Added that ANREP did not have a policy when an officer.
  - Jamie Rae said university does it to save money. But have colleagues who now work in NPO and the insurance will not let them share rooms.
  - Michael pointed out do not have to take action. May come from JCEP room sharing requirements when it pays for such. Noted that some organizations have this culture while others do not.
  - No action taken.

### Announcements

- Next meeting April 21.
- Melinda said would be reaching out to committee chairs and those agreed auditing the proposed P&P changes.
- Rebekka thanked everyone for their work – board, committee chairs, director.

### Adjourn

- **Call to Adjourn** ~ *Rebekka Dudensing* (1:05 pm ET/ 12:05 pm CT).
  - Michael moved. Adjourned

Board meetings are by Zoom on the 3<sup>rd</sup> Friday of each month

**START TIMES: 9 a.m. (PACIFIC/ARIZONA) • 10 a.m. (MOUNTAIN) • 11 a.m. (CENTRAL) • 12 noon (EASTERN)**



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## Standing Committee Reports

- Finance Committee ~ Craig Carpenter  
Date of last meeting: January 12, 2023
- Communications Committee ~ Jaime Menon/Jan Steen
- Nomination/Policy & Procedures Committee ~ Melinda Grismer
- Diversity, Equity & Inclusion (DEI) Committee ~ Michelle Eley / Lisa Hinz / Lupe Valtierra  
Date of last meeting: March 15, 2023  
Committee highlights:
  - DEI Committee has been working with the Members Services Committee to help organize and secure speakers for the Spring series of Wednesday Webinars. This series responds to member feedback shared during the regional breakout sessions of NACDEP New Year.
  - Update regarding regional conversations: We are still working through the data collected during the regional meetings. We have reached out to the 1890 and 1994 regional chairs to see if we can meet with members, I want to present to 1994 & 1890 members a summary of the DEI conversations we held at the NACDEP New Year event and gather their input.
  - DEI Committee also provided some recommended language to the mission and vision statements as well as Article II/Objective (of Bylaws) and shared with the Policy and Procedures Committee chair.
- Marketing Committee ~ Susan Kelly
- Member Services Committee ~ Nicole Breazeale/Nicole Walker  
Date of last meeting: March 3, 2023  
Committee Highlights:
  - First of two spring Wednesday Webinars was 3-15-23 with a presentation called "Courageous Conversations Around Race and Culture." Team members were Dr. Michelle Eley, Kittrane Sanders, Dawn Burton, and Crystal Tyler-Mackey. About 22 in attendance. Next of 2-parts is April 12, a panel of educators who have been involved in Coming Together for Racial Understanding (CTRU), possibly others to discuss experiences in approaching topics of race in various regions of the country. This webinar series has been a partnership between the DEI and Member Services committees.
  - Discussion about conference scholarship, distribution of which falls under Member Services. A subcommittee will consider ways to increase the funding and create a proposal.
  - Conference Buddy Program. Will offer to all attendees to sign up to be a buddy (first-timer or newer member) or a mentor (experienced NACDEP member who has attended conference before). Will send out the call in the next week and send out match information no less than a week before the conference, near the closing of regular registration.





## National Association of Community Development Extension Professionals

- Recognition Committee ~ Eric Walcott/Tamara Ogle  
Date of last meeting: March 1, 2023  
Committee Highlights:
  - Finalized scores for awards. Asked Ricky to order plaques. Eric is working on notifying award applicants. Now we start working on awards dinner materials.
- Historian Report ~ Stacey McCullough
- Conference Report ~ Katie Hoffman-McFarland  
Committee highlights:
  - The early bird registration goes through March 31 and then the regular period is April 1-23 and we will close registration on line and re-open registration on site in Idaho.

### Updates from Regions and Partners

- Northeast ~ Scott Slattery
- North Central ~ Kara Salazar
- Southern ~ Matthew Ulmer
- Western ~ Katie McFarland
- 1890 ~ Joy Moten-Thomas
- 1994/FALCON ~ John Phillips
- Joint Council of Extension Professionals (JCEP) ~ Adam Hodges/Melinda Grismer/Rebekka Dudensing  
Date of last meeting: February 23, 2023  
Committee highlights:
  - PILD Announcements
- 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 in Arlington, VA) ~ Ramona Madhosingh-Hector  
Date of last meeting: February 27, 2023  
Committee highlights:
  - Discussion on hotel and registration, reminder to secure rooms to meet hotel block cap, and clarify that full registration includes the pre-conference webinar sessions. Those unable to attend in person can register for the pre-conference sessions separately. The committee updated materials to clarify the costs and what's included with payment. Conference plans underway, over 100 already registered, and tours are also open for registration.



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### Email Business Between Meetings

- NACDEP Budget for 2023 approved without opposition through email on March 21-24.
  - Conference Income: \$111,540.00
  - Membership: \$ 30,000.00
  - Other Items: \$ 1,550.00
  - TOTAL: \$143,090.00
  
  - Conference Expenses: \$ 91,799.00
  - Association Expenses: \$ 50,971.44
  - TOTAL: \$143,170.44
  
  - NET OPERATING: (\$ 80.44)
  
  - OTHER INCOME \$ 555.00.
  
  - NET INCOME: \$ 474.56