



National Association of Community Development Extension Professionals

**January 20 2023 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 (12:09 pm ET/11:09 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*
  - *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*
  - *John Phillips, 1994s Regional Rep*
  
  - *Craig Carpenter, Chair, Finance Committee*
  - *Jaime Menon, Co-Chair, Communications Committee (Comm-Comm)*
  - *Jan Steen, Co-Chair, Communications Committee (Comm-Comm)*
  - *Michelle Eley, Co-Chair, DEI Committee*
  - *Susan Kelly, Chair, Marketing Committee*
  - *Tamara Ogle, Co-Chair, Recognition Committee*
  - *Jamie Rae Walker, JOE Rep*
  
  - *Donna Rewalt, ELC Planning Committee Rep*
  - *Ramona Madhosingh-Hector, PILD Planning Committee Rep,*
  - *Nate Peterson, 2024 Conference Committee*
  
  - *Ricky Atkins, The Association Source, NACDEP Executive Director*
- **Agenda** ~ *Rebekka Dudensing*
  - Matt moved for approval, Joy 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)
  - Mike moved for approval, Crystal seconded. Approved.
- **Treasurer's Report** ~ *Daniel Eades*
  - Uploaded to Member Clicks with financials.
  - Approximately \$172,000 in assets, \$51,000 in endowment. Still have the end-of-year regular organizational expenses. The final loss for the year will be about \$1,5000 -- less than the originally anticipated loss of \$9,000.



National Association of Community Development Extension Professionals

- Conference participation resulted in \$13,000 more in registration fees than anticipated. Thanks to Purdue for driving attendance and getting a grant. Meals and breaks at conference more than expected, so we took a hit there. Going to make sure on costs for upcoming conference.
- Dues revenue were \$4,000 below projected. Need to make sure as accurate as can be on that. Association expenses in-line, slightly more on tax-prep and audit, lower on JCEP and PILD travel.
- This will be Craig's first-year leading internal audit. Will be supporting that.
- Melinda moved to accept. Matt seconded. Accepted.
- **The Association Source** ~ *Ricky Atkins, NACDEP Executive Director*
  - Apologized for Zoom gaffe (that delayed the start of the meeting).
  - National office report and regional roster uploaded. Rosters include expiry date and status. Had 180 members renew – about average at this point in process. Received final draft of newsletter, will be published next week.
- **Election Results:**
  - President Elect –Michelle Eley
  - Treasurer – Daniel Eades
  - North Central Regional Rep– Jan Steen
  - Western Regional Rep – Juliette Daniels
  - 1890 Regional Rep – Iris Crosby
  - 1994 Regional Rep – Yvonneda “Henry” Thompson
  - Rebekka thanked all for being on slate – and those who will be rolling off for their service.
- **President's Report** ~ *Rebekka Dudensing*
  - Thanked the Marketing Committee for leading NACDEP New Year, as well as the Recognition, DEI, and Communications Committees for their support. It was a really cool experience thanks to conference group.

### Partner Reports

- NIFA liaison ~ *Sarah Rucker*
  - Not present.
  - Rebekka shared press release for new recreation economies program.
  - <https://www.nifa.usda.gov/about-nifa/press-releases/usda-create-plan-expand-recreation-economies-help-people-thrive-across>
- Regional Rural Development Centers Rep. ~ *Don Albrecht*
  - Not present. No report.

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

- Finance Committee ~ *Craig Carpenter*
  - Referred back to Daniel's Treasurer report. Had committee meeting last week. Discussed last year's budget and this year's conference budget. Thought the registration revenue seemed ambitious. (Daniel previously mentioned meals/ and breaks costs)
  - Daniel followed-up that he and Craig going to meet, finalize budget, run it by committee, and have for the board in February.



National Association of Community Development Extension Professionals

- **Communications Committee ~ *Jaime Menon/Jan Steen***
  - Jamie noted that everything was in the formal report. Next committee meeting is February 10. A newsletter will be out soon. Social media posts being made.
- **Nomination/Policy & Procedures Committee ~ *Melinda Grismer***
  - There will be a March 1 call out to announce March 31 meeting on the proposed changes. March 31 review with membership. Vote on during conference business meeting.
  - The first change is the conference bid process. We decided to give preference to a region but allow others as well. It will default to on-line conference if no bid received.
  - The other change is move from an audit to external review. The Board has voted on it but the membership needs to be aware
  - Any bylaw changes will depend on what comes from the DEI Committee. We may either amend the mission and/or /vision and/or add a diversity statement.
  - Asking officers of changes by Feb. 17 (the next board meeting). Also, asking board members to review playbooks for proposed revisions.
  - Asked for three volunteers for my review of Policies and Procedures. Ramona, Mike, and Daniel volunteered
  - Other proposed changes involve rules for JCEP travel and socially-conscious investing.
- **Diversity, Equity & Inclusion (DEI) Committee ~ *Michelle Eley/Lupe Valtierra/Liza Hinz***
  - Michelle thanked the NACDEP New Year planners. \
  - Reviewing notes as a lot of information generated among four regions (during the breakout sessions). Plan to share more throughout report next meeting. Counted 75 or so at regional meetings. Information will support other committees and services such as the Member Services Committee's webinar series and provide feedback on policy question.
  - Rebekka noted that the South regional meeting had a good discussion.
- **Marketing Committee ~ *Susan Kelly/Tanya Lamo***
  - Susan noted it takes a village to do NACDEP New Year.
  - Marketing looking forward to getting back to other things. Talk to Daniel who has students who might be interested in helping refresh logo. Also looking at non-traditional groups who might want to become members.
  - Charissa Puryear from North Carolina won conference registration (given away at NACDEP New Year).
- **Member Services Committee ~ *Nicole Breazeale/Nicole Walker***
  - Not present. No report.
- **Recognition Committee ~ *Eric Walcott/Tamara Ogle***
  - Tamara noted the report was posted.



National Association of Community Development Extension Professionals

- Commented the committee does not have very many awards applications yet. Not surprised (as they typically come in later). Wanted to encourage everyone to let people know they need to submit for awards. Have plans to reminders with Comm-Comm and via social media as well. Want to make sure get applications Distinguished Career, Distinguished Service, and JCEP Creative Excellence. Those normally come from board or long-time NACDEP members.
- Historian Report ~ *Stacey McCullough*
  - Not present. No report.

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

- Northeast ~ *Molly Donovan*
  - Echoed comments about NACDEP New Year and the DEI Session. Had 12 in the Northeast, a strong turnout. Session well-run and people were engaged.
- North Central ~ *Kara Salazar*
  - Very similar thoughts. Had a great turnout in the North Central with 36 people, Great discussions. Engaging. Thought good had entire time. Note for future.
- Southern ~ *Matthew Ulmer*
  - Wonder conversation (in NACDEP New year). Had over 20, closer to 30. Really robust and meaningful conversation with important information recorded.
  - Regional meeting on Jan. 27. Plan to go over results and talk about interest groups/areas for the region. Discuss what steps might need to take place.
  -
- Western ~ *Katie McFarland*
  - Did not have a lot of western members but still have great, thoughtful discussion.
  - Just finished Idaho chapter awards to submit to national.
- 1890 ~ *Joy Moten-Thomas*
  - No report. Ask Matt if he can invite 1890 colleagues to southern meeting (though not all in south) to be part of that discussion.
  - Have not had meeting since October because of holidays.
- 1994/FALCON ~ *John Phillips*
  - No. updates. Thrilled Henry will be rejoining board. Happy to help in transition.
- Joint Council of Extension Professionals (JCEP) ~ *Adam Hodges/Melinda Grismer/Rebekka Dudensing*
  - Melinda – Would talk about the two conferences (ELC, PILD), except have two people here to talk about those.
- Journal of Extension ~ *Jamie Rae Walker*
  - No specific discussion. Sent Rebekka some suggestions for an MOU between JOE and NACDEP. JOE will discuss at next in person meeting. Given the opportunity, something could be done sooner.
  - Reb noted matter was discussed in the Executive Committee meeting. Want to discuss with you. Daniel will look at finances. Hope talk before JOE meeting.
  - Other associations also being asked about this.



## National Association of Community Development Extension Professionals

- ELC (Feb. 7-9, 2023) ~ *Donna Rewalt*,
  - Extension Leadership Conference is coming up fast. – in Kansas City on February 7 to 9.
  - Excited about training workshops, skill building, and posters. Focused on core of leadership development. 54 proposals accepted – 8 from NACDEP (only turned down one NACDEP proposal).
  - Thankful Melinda helping us. Looking at professionalizing methods for conference.
  - Noted Russ Garner left Extension and will no longer be helping us on this (announced last month).
  - Would like for Comm-Comm and all to share conference.
- PILD (April 17-19, 2023 in Arlington, VA) ~ *Ramona Madhosingh-Hector, Sandra Thompson*
  - Ramona noted likes ELC before PILD (Public Issues Leadership Development Conference) as it helps us to improve process.
  - Partners have gotten better. Notes in Google sheet. Next meeting Jan. 23. Finalizing speakers (keynote and capnote). Offering bike tour. Need to think of members night for PILD (also probably need to think about for ELC). Will have a headcount and help us plan.
  - Also noted that Sandra had stepped away from Extension – so has not been attending. Need to check with her.
  - Rebekka said would go back and look at notes.

### Conference Reports

- 2023 Conference – *Katie McFarland/Rebekka Dudensing*
  - Katie noted presentation submissions closed on Jan 18. Had 109 come in. In process of seeing how many rooms and space available for these. Have one pre-conference and two post-conference session and a good mix for the other timeslots.
  - Have keynote speaker confirmed. Asked for info on NACDEP.
  - Had the conference video on NACDEP New Year and that generated interest.
  - Finalizing the Mobile workshops and budget
  - Hope early bird open early February. Submission announcements will come out before end of early bird
  - Getting things finalized. Have released a “schedule at a glance.”
- 2024 Conference Selection – *Jimmy Henry/Nate Peterson/Talia Washington/Matt Ulmer*
  - Nate noted that everything is in motion. Team is Very excited.
  - Site visit is next month. Ricky coming down. Team has three hotels in mind. Reached out to the CVB. Also having conversations with Marriott about being a sponsor.
  - Ricky added he will be there February 6-8. Will meet with the CVB. Always forget the sticker shock from bigger cities. Will find the best deal from NACDEP.

### Old Business

- None



National Association of Community Development Extension Professionals

**New Business**

- None.

**Announcements**

- Next meeting February 17.
- Rebekka noted that we are looking at a lot of things as we near conference.

**Adjourn**

- **Call to Adjourn** ~ *Rebekka Dudensing* (Approximately 1 pm ET, 12 noon CT)
  - Melinda moved. Adjourned.

Board meetings are by Zoom on the 3<sup>rd</sup> 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)**



National Association of Community Development Extension Professionals

## Standing Committee Reports

- Finance Committee ~ *Craig Carpenter*  
Date of last meeting: Quarterly meeting last week.  
Committee highlights:
  - Comments on last year's budget: We seem to have overestimated the number of members in the budget by about 44. Wanted to bring that to the attention of folks and ask if the membership committee has any thoughts as to why that might be. We suggest matching this year's membership budget to 2022's actual membership budget.
  - Comments from the committee on this year's conference budget: Registration revenue seems high (180 people registering in the west may be high). Are they meals/breaks/hotel costs known or are these estimates? These seem low if estimates.
  
- Communications Committee ~ *Jaime Menon/Jan Steen*  
Date of last meeting: December 9, 2022  
Committee highlights:
  - Call for newsletter articles went out, newsletter is currently being proofed for release; have been posting awards submission reminders to social media; posted NACDEP New Year to social media; next meeting - February 10th
  
- Nomination/Policy & Procedures Committee ~ *Melinda Grismer*
  
- Diversity, Equity & Inclusion (DEI) Committee ~ *Michelle Eley / Lisa Hinz / Lupe Valtierra*  
Date of last meeting: January 10, 2023  
Committee highlights:
  - We spent most of our time at our meeting preparing for DEI regional conversations for the New Year NACDEP event on 1/12. We reviewed the PowerPoint slides and Menti and Jamboard slides and made some corrections.
  - From the regional conversations, we had approx. 75 people participating- West (5); NC (36); Southern (24) and Northeast (10-12). A series of questions were asked:
    - Values: What values come to mind when you think about NACDEP? What values do you care about regarding diversity, equity, and inclusion?
    - Tools/Tips: What tools and topics would you like to see offered and/or shared by NACDEP to help you build your DEI competence and confidence? What training/webinar topics would you like to see at a later session or meeting?
    - Inclusivity and Belonging: How can we be more inclusive in involving members or increase inclusivity with members working in 1890, 1862, and 1994 land-grant institutions? What are some barriers that prevent members from participating in NACDEP? What might be some needs that NACDEP hasn't met?
  - We had a robust conversation with each group. The notes were compiled this past week. We are reviewing them now and will prepare a report to summarize the notes next month.



## National Association of Community Development Extension Professionals

- **Marketing Committee ~ *Susan Kelly***  
Date of last meeting: January 12, 2023  
Committee Highlights:
  - NACDEP New Year - check! Thanks to committee members who worked so hard to pull it off.
  - Working with Daniel Eades on updating the NACDEP Logo and will focus the committee on reaching out to new NACDEP audiences before the conference.
- **Member Services Committee ~ *Nicole Breazeale/Nicole Walker***
- **Recognition Committee ~ *Eric Walcott/Tamara Ogle***  
Date of last meeting: January 4, 2023  
Committee Highlights:
  - Awards portal closes January 31. We have email reminders and social media posts scheduled. All set on judges.Decisions/actions requested from board:
  - Nothing needed from the board. Just remind people you work with to nominate their programs for awards!
- **Historian Report ~ *Stacey McCullough***
- **Conference Report ~ *Katie Hoffman-McFarland***  
Date of last meeting: January 17, 2023  
Committee highlights:
  - Received 109 session submissions!
  - Keynote Speaker confirmed
  - At-A-Glance Schedule posted on website
  - Finalizing mobile workshop costs and will be ready to release early bird near the 1st of February.
  - Next meeting is February 21 at 11 a.m. MT (12 noon CT, 1 p.m. ET)Decisions/actions requested from board:
  - Approval of budget

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

- **Northeast ~ *Molly Donovan*** -  
Date of last meeting: January 12, 2023 -- immediately following NACDEP New Year.  
Committee highlights:
  - Session on DEI with the DEI committee members. We had good turnout and participation in the discussion about diversity, equity and inclusion.
- **North Central ~ *Kara Salazar***
- **Southern ~ *Matthew Ulmer***  
Date of last meeting: October 2022.  
Committee highlights:
  - We will be meeting next week to discuss updates, area of specialty working groups, and any other topics of interest from attendees.
  - Next meeting January 27.





National Association of Community Development Extension Professionals

- Western ~ *Katie McFarland*  
Date of last meeting: January 12, 2023  
Committee highlights:
  - Reminders and encouragement for participation in NACDEP event
- 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 (Feb. 7-9, 2023) ~ *Donna Rewalt*  
Committee highlights:
  - Russ Garner has accepted another position outside of Extension and will not be continuing on the team for this conference. I am appreciative that he participated with proposal reviews. He does hope to attend NACDEP in May. I am also thankful for Melinda Grismer's support with this conference.
  - The Extension Leadership Conference is coming up February 7-9 in Kansas City, MO. There is an excellent combination of Training Workshops, Skill Building sessions, and Posters. Out of the 54 proposals accepted, 8 came from NACDEP members.Decisions/actions requested from board:
  - We would like to ask the NACDEP Communications team to send out a few announcements about the conference to encourage attendance. I will send this request by Friday, January 20. I would also like to request that regional reps and the entire board promote the conference. Conference information can be found at [JCEP - 2023](#).
- Public Issues Leadership Development Conference nece (April 17-19, 2023 in Arlington, VA) ~ *Ramona Madhosingh-Hector*  
Date of last meeting: PILD Committee December 12, 2022.  
Committee highlights:
  - Finalizing speakers for keynote and capnote, optional tours including a new bike tour, marketing and promotion. <https://www.icep.org/pild>
  - Next meeting is January 23, 2023Decisions/actions requested from board:
  - None at this time, to be updated after next week's meeting. A reminder that we will need to plan a members' night out in DC.