**October 18, 2019 Board Meeting**

**START TIMES: 9 a.m. (PACIFIC) ● 10 a.m. (MOUNTAIN) ● 11 a.m. (CENTRAL) ● Noon (EASTERN)**

**Zoom Contact:** [https://ncsu.zoom.us/j/120492328](https://www.google.com/url?q=https%3A%2F%2Fncsu.zoom.us%2Fj%2F120492328&sa=D&ust=1561774774006000&usg=AFQjCNHnC__s5W9SDYcWwNGC47NY04bTdg)

**Phone: 929 205 6099**

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    Meeting ID: 120 492 328**

**Agenda**

* **Welcome/Call to Order** ~ *Susan Kelly*
* **Roll Call** ~ *Crystal Tyler-Mackey*
* **Susa**
* David
* Adam Hodges
* Brian Raison
* Nancy Bowen
* Brent Elrod
* Carroll Welte
* Notie Lansford
* Russ Garner
* Rebekka Dudensing
* Kristen Devlin
* Mike Daugherty
* Katie Hoffman
* Melinda
* Michelle Eley
* **Approval of the agenda** ~ *Susan Kelly*
  + David made motion. Adam second. Motion carries
* **Approve September 20, 2019 Minutes** ~ *Crystal Tyler-Mackey*
  + Nancy made motion. David second. Motion carries.
* **Treasurer’s report - Accept and file** ~ *Nancy Bowen* 
  + Nancy reported year end around $30,000. Thanks to Ricky for adjusting balance sheet and uploading to MemberClicks. File uploaded.
* **The Association Source** ~ *Ricky Atkins, NACDEP Executive Director*
  + Not much change in membership. Two renewals so far. Plan to communicate out to members next week. Contract for Couer D’Alene has come and needs signature. There’s a commission coming back and a room night for every 40 rooms, as well as 10% commission.

**Partner Reports**

* Natl. Institute of Food & Agriculture (NIFA) ~ *Brent Elrod*
  + Report submitted. NIFA is trying to settle in to temporary Kansas City site. Some have come to extend federal appointment until hired in another federal position in DC. A handful of new program leaders have come. There’s a large number of openings now and coming. Trying to get out 1 year annual funds and set up review panel for 2 year funding. If funded, get in any changes as fast as possible. Caroline Crocoll has science liaison responsibilities for human sciences. Brent has some program responsibilities while serving acting division director with responsibilities foo FCS, 4-H and Community Vitality. NIFA is still very much in rebuilding. Please continue to have patience. Brent assured NACDEP that the association role is critical and he will continue to champion the work, even if another program leader becomes the liaison.
* Regional Rural Development Centers Rep. ~ *Kristen Devlin*
  + SRDC led 2nd CTRU with 5 new states and some growth in existing teams. Webinar on impact reporting is listed on RRDC site. Hosted conference in Oregon and presentations will be posted.

**Standing Committee Reports**

* Finance Committee ~ *Daniel Eades* 
  + Not on the call. Report uploaded. Announcement coming about socially-responsible investing.
* Communications Committee ~ *Melinda Grismer*
  + Good collaboration coming with Marketing Committee. Looking to have a themed October newsletter for 2020. April is conference schedule. July is typically a conference recap. January is a membership push. Committee will weigh in on new website options. Next meeting is November
  + Michael Dougherty brought up issue of browsers ceasing to use flash in the future and our NACDEP site uses it.
* Marketing Committee ~ *Rebekka Dudensing*
  + Report uploaded. Been struggling with committee overlap. Looking a “why” should people join? Keep membership? After discussion, will be moving to a project-based approach. Logo being updated and a brochure is being established. Looking to focus on external audiences. Susan shared that we discussed the need to work across three committees during the retreat and Brian will be reaching out to set up a time to talk. Glad that they are already moving in this direction.
* Member Services Committee ~ *Michael Dougherty*
  + Report filed. Still looking to finalize webinar presenters.
* Resolution and Policy *~ David Civittolo*
  + Nothing to report
* Recognition Committee ~ *Rachel Welborn/ Carroll Welte*
  + Carroll reported something was in newsletter. More communications will be sent out soon. Would like portal open earlier than previously.
* Development Committee ~ *Notie Lansford*
  + Monthly dues drafts are not happening because MemberClicks doesn’t do it anymore. Looking to get a slide Show donors in annual program and other communications. List option to donate on the dues renewal/membership form. Have made progress over the past year. Michael suggested that maybe recognizing levels of donors to encourage people aspiring to higher levels.
* Historian Report ~ *Stacey McCullough*
  + Not on call but says 9 former president videos are completed

**Ad Hoc Committee Reports**

* State Chapter Management and Value - Trudy Rice
  + Not on call. Group has not met yet.
* Membership – Crystal Tyler-Mackey
  + No report yet. Upcoming meeting to be facilitated by Brian Raison.
* Diversity and Inclusion – Michelle Eley
  + Will look to meet prior to next call. It’s a new committee
* Nominations – David Civittallo
  + Positions up for election have been communicated out. All are encouraged to reach out or to get David their contact information for him to contact

**Updates from the Regions & Partners**

* Northeast ~ *Mary Peabody*
  + Not on call
* North Central ~ *Brian Raison*
  + No update since quarterly meeting. Working to clarify for the board a narrowed down “why” for communication, marketing and member services committees
* Southern ~ *Amanda Philyaw Perez*
  + Not on call.
* Western ~ *Katie Hoffman*
  + Have been communicating with states to see how many people are doing CD work. Some states have dedicated staff and others do not. Has been able to glean input from three states and now how to target for membership. For the conference, looking at sponsorships with goal of generating revenue from the conference.
* 1890 ~ *Michelle Eley*
  + AEA 1890 systemwide conference upcoming in Orlando under theme of positioning 1890 Extension for the future. A call for proposals has been extended. Michele is looking to submit under the community resource development track. Adam will also be in attendance. Susan encourage Adam and Michele to market NACDEP
  + NC State is hosting next EDEN conference.
* 1994/FALCON ~ *Yvonedda (Henry) Thompson*
  + Not on call
* Joint Council of Extension Professionals (JCEP) ~ *David Civittolo/Susan Kelly/Adam Hodges*
* Journal of Extension ~ *Jamie Rae Walker*
  + Not on call. Shared that recent JOE edition just came out.

**Conference Reports**

* PILD Conference 2020 *~ Russ Garner/Nadine Sigle*
  + Russ shared April 5-8, Hyatt Regency Crystal City. Moving Knowledge into Solutions. RFP is out with deadline of November 17. Three formats for presenting.
* 2020 Annual Conference May 31 - June 3 Portsmouth, NH Rich Past Vibrant Future ~ *Charlie French/Adam Hodges*
  + Adam shared that sponsorship package has been set up online. Sponsorship committee of the conference wants to increase their goal. It will both help offset conference costs and add to the endowment.
  + Marketing from conference is also connecting with overall marketing committee. A video has been created using footage from the Board retreat. It will be released near end of October on social media to generate excitement. Excitement is growing and the board really enjoyed the place. Hotel is nice.
* 2021 Conference – *Katie Hoffman*
  + Conference has been sent from Couer D’Alaine. Developing a strong planning team.
* ELC Conference 2020 – *Susan Kelly/David Civitollo*
  + Susan shared that ELC is in San Antonio. RFP is out and posted on Facebook. RFP date has been extended. After San Antonio the next site is planned for Kansas City. David suggested planning a NACDEP night out during JCEP

**Unfinished Business**

**New Business**

1. Recommendation from the Development Committee to form a Sub-Committee - *Notie Lansford*
   1. Notie shared that scholarship fundraising has bounced from different committees year by year. Proposed that a subcommittee of development be established to work with conference planning committee.

David moved to form a subcommittee. Adam seconded. Motion approved.

1. Recommendation to streamline awards process and ensuring consistency
   1. Carrol discussed the awards. Susan made motion that we accept the updated awards process. Motion carries.

**Comments and Announcements**

Committees Chairs and Regional Reps will be asked to complete a Plan of Action as a result of the Board Retreat discussion.

**Adjourn**

Adam made motion to adjourn. Nancy seconded. Motion carries.

Meeting adjourned at 1:11 pm

**Next Zoom Board mtg. is November 15, 2019 at 12:00 Eastern Time**

Board meetings are by Zoom on the 3rd Friday of each month.

START TIMES: 9 a.m. (PACIFIC & AZ) ● 10 a.m. (MOUNTAIN) ● 11 a.m. (CENTRAL) ● noon (EASTERN)

**Strategic Plan focus areas:**

* Priority #1: Communication Strategy
* Priority #2: Member Engagement
* Priority #3: Financial Stability
* Priority #4: Committee/Board Structure and Function

Following is the schedule for the 2019-2020 Board:

2019

August 16

September 20

September 25-27 Retreat

October 18

November 15

December 20

2020

January 17

February 21

March 20

April 17

May 15

June 1 Annual Business Meeting