



**National Association of Community Development Extension Professionals
Board Meeting
MINUTES
Friday, 17 July, 2015**

Voting Participants: (Present members highlighted in **YELLOW)**

Stacey McCullough, President

Alison Davis, Past President

Joshua Clements, President Elect

Julie Fox, Secretary

Notie Lansford, Treasurer

Adam Hodges, 1890 Representative

John Phillips, 1994 Representative

Connie Mefford, North Central Representative

Kelly Nix, Northeastern Representative (left meeting at 1:17)

Susan Kelly, Southern Representative

Roslynn Brain, Western Representative

Non-Voting Participants:

Brent Elrod, National Institute of Food & Agriculture (NIFA)

Stephan Goetz, Regional Rural Development Center Representative

Trudy Rice State Affiliate Committee

Michael Dougherty, Recognition Committee

Paul Lachapelle, Former NACDEP board member and CDS representative

Kevin Andrews, Historian Report

Rebekka Dudensing, Marketing Committee

Call to Order: McCullough called the meeting to order at 12:02 pm Eastern time. She opened the meeting with approval of the agenda which was approved as presented.

Minutes Review:

Julie Fox

Stacey moved to table approval of the June 19th minutes until the August meeting. Motion carried.

Treasurer's Report:

Notie Lansford

Notie had provided the June financial reports electronically. Conference receipts are still pending and the final financial impact of the conference will be reviewed in a few months.

Connie made a motion to mend the 2015 budget adding \$3,100 for Member Clicks and the motion carried.

Committee/Liaison Reports

Natl. Institute of Food & Agriculture (NIFA)

Brent Elrod

<http://nifa.usda.gov/program/rural-community-development>

Brent provided an update on AMS and Rural Development. For example, one project is an interactive mapping of local and regional food systems, starting with states in the south and west. As a result of the directors meeting, new regional coordinators will be more engaged in the Community Economic Development section. The new technologies in Extension, RFA for the next 4-5 year closes the 20th, http://nifa.usda.gov/sites/default/files/rfa/15_New%20Technologies%20for%20Ag%20Extension_0.pdf. A SBIR community and rural development proposal closes Oct 8, <https://www.sbir.gov/sbirsearch/detail/814907>.



The National Endowment of the Arts proposal was not funded, but feedback will be provided later today on the rejected application. The 2016 announcement is now available and the board can decide after today's conversation if a new proposal will be submitted.

Regional Rural Development Centers

Stephan Goetz

<http://nifa.usda.gov/regional-rural-development-centers>

Stephan provided a written report. Goetz summarized the key points as follows:

- RRDC Directors in DC 13-14 July for meetings with CFARE, HUD, Ag Marketing Service and Rural Development.
- May be funded at 0 percent which is better than a 5% cut.
- Remind directors of the importance of the work.
- North Central has identified 3 candidates and an invitation has been sent for the webinars.
- PLN Meeting, RD staff invited to participate to explore poverty alleviation opportunities.

Membership Services Committee.

Currently no chair

Stacey working to identify a new committee chair.

Communications and Website Committee

Brian Raison

Brian provided a written report, noting that the committee had not yet met in July. The plan is to investigate how to better communicate internally (i.e., use NACDEP resources to communicate with other folks and/or curate Extension materials via area of interest). A suggestion to make the "Advanced Search" in Member Clicks "public" to some degree is to be considered. (i.e., Allow the public to search at least for people's disciplines and basic contact info... but don't share all fields with the public so there is a reason to join.)

Marketing Committee

Rebekka Dudensing

No report this month.

Finance Committee

Nancy Bowen-Elzey

Written report provided.

Incentives to attract more retirees were discussed, including:

- adding an annual membership at half rate in addition to lifetime members.
- adding a registration fee of \$100 for seniors, students, guests.

Nominations Committee

Alison Davis

Allison reported that plans are being made for strong nominees for 2016.

Journal of Extension

Mary Emery

Mary continues to look for reviewers. No new editor has been selected yet.

PILD Conference 2016

Deb Jo Kinsella/Norm

Deb Jo reported that in April 2016, new members were welcomed to the planning committee.

Going in August to further the 2016 planning.

JCEP Leadership Conference 2016

Stacey McCullough

Stacey reported that it is important for NACDEP to take a role in leadership at the next conference.

Current activities include selecting the keynote speaker and reviewing the RFP for session proposals. The 2016 focus is on leadership and professional competency building vs programmatic presentations. The JCEP leadership conference will be in Las Vegas again in 2016 and southern locations are being considered for 2017-2018.

Historian Report

Kevin Andrews

Stacey reported that past conference programs have been located and being scanned and will be added to the website. The committee is drafting a plan for policies and procedures to maintain valued records.

Recognition Committee

Michael Dougherty

Michael provided a written report electronically stating that he is coordinating with the 2016 conference committee regarding the awards ceremonies/dinners.

Development Committee

Michael Wilcox

Michael Wilcox and Melissa Bond are meeting at the Community Development Society (CDS) conference next week and will have a draft proposal for the August Board Meeting.

2016 Annual Conference

Josh Clements

The event logo is drafted and will be provided to the board.

Josh provided a proposed agreement electronically, which was reviewed by Notie and Stacey. Additional comments can be provided to Clements by the 24th and the Stacey, Notie, and Josh will finalize with ANREP.

A call for volunteers is drafted and will be combined with list of volunteer signatures gathered at the 2015 conference. Josh will work with regional reps to expand the list and with Ricky to distribute the call – with objective of getting the committees assigned before the August call.

Attracting graduate students may also be a strategy to increase conference participation.

2017 Annual Conference with CDS

Stacey McCullough

Stacey, Notie and Ricky have been reviewing a draft agreement between NACDEP and CDS. The CDS Board is discussing the conference at their meeting next week. NACDEP is committed to going to MT in 2017. McCullough is working on the site application for 2018.

Updates from the Regions & Partners

Northeast Region

Kelly Nix

Kelly did not have a report for July.

North Central Region

Connie Mefford

Connie reported on the region's quarterly update and mentioned a proposal to put together a toolkit for the regional reps to recruit and support members. Members expressed interest in improved access to the NACDEP logo and conference theme/logo for the state sites.

Southern Region

Susan Kelly

Susan reported that she plans to facilitate meetings in August. Recruiting opportunities continue to be explored.

Western Region

Roslynn Brain

Roslynn reported that a quarterly newsletter was sent a few weeks ago using a new template and Mailchimp. Recipients includes western region members and 2015 conference attendees. A western region NACDEP logo was used in the communications and regional webpage was created. Various recruitment efforts were mentioned, including working with existing members to attract new members.

1890 Representative

Adam Hodges



Adam did not submit a report but is working to recruit new members for the 1890 group. He plans to attend the Southern PLN Meeting in Orlando in August to recruit members and network.

1994 Representative

John Phillips

No report and John Phillips was not on the call.

Stacey mentioned that the Falcon conference may be an option to improve NACDEP's connection with members of the First Americans Land-grant Consortium (FALCON), <http://falcon.aihec.org/Pages/FALCONHome.aspx>

Stacey reminded all regional representatives that they have administrator access to post to Facebook and can also request additions to the website.

JCEP

McCullough/Davis

Stacey and Alison just completed participating in an updated strategic plan. Alison is working with the group exploring galaxy replacement options based on emerging issues. A new award is being considered for innovation and risk taking; reaching new audiences; and addressing progressive issues.

TAS Update

Ricky Atkins

Ricky Atkins is completing conference reconciliation, setting up memberclicks for committees and the board, and completed the site upgrade. He noted that for the 2016 conference, ANREP had not yet agreed on conference planning organization.

Unfinished Business

The International Association for Community Development (IACD) Partnership

<http://www.iacdglobal.org/>

A report from Paul Lachapelle on the IACD Partnership was discussed. With our current resources and two back-to-back joint conferences, the board will revisit related opportunities again in 2 years. At this point we will not pursue the partnership.

TAS Credit Card

Ricky reviewed the current status of NACDEP's debit card and benefits of adding a credit card, such as sending deposits and booking travel. The financial process would remain the same, with expense requests routed through Notie. Notie will work with finance committee to draft a policy for the board to review before or at the September board retreat.

Notie made a motion to move forward with developing policies and procedures for a NACDEP credit card. Motion carried.

NACDEP recruitment policy

A draft policy was reviewed by all regional reps and Susan provided an update electronically. Discussion included the need for the marketing committee and other committees to collaborate; adding information to the website, and clarifying regional rep and committee duties. The reps would like the board to consider work with finance committee to explore including travel in next year's budget development process.

New Business

JCEP representatives will work with finance and development committees on expenses for JCEP participation and draft a proposal for this work moving forward.



Announcements

Technology Update:

Ricky reported that files are moving from Basecamp to Member Clicks. He pointed out that there are three different options for notifications – messages, comments, files uploaded (was initially unclicked while files were transferred). Stacey will let us know when we can switch that back on.

Reminder: Upcoming Board Meetings

Future board meetings held via conference call: Aug 21

Sept. 16 – 18, 2015 at the 2016 conference hotel (Sheraton) in Burlington, VT.

Adjourn: Stacey moved to adjourn the meeting at 1:22 Eastern time and the motion carried.

Draft Submitted: 18 August 2015

Julie Fox, Secretary