



**National Association of Community Development Extension Professionals  
Board Meeting  
MINUTES  
Friday, 20 November 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  
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  
Michael Wilcox, Development Committee  
Paul Lachapelle, Former NACDEP board member and CDS representative  
Kevin Andrews, Historian Report  
Rebekka Dudensing, Marketing Committee  
Nancy Bowen-Ellzy, Finance Committee  
Brian Raison, Communications Committee

**Call to Order:** Stacey called the meeting to order at 12:03 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 past meeting minutes until the December. Motion carried.

**Treasurer's Report:**

Notie Lansford

Notie provided the October Balance Sheet electronically via memberclicks and noted that the majority of sponsorship funds have been received and the net for the 2015 conference is \$30,700.

**Committee/Liaison Reports**

**Natl. Institute of Food & Agriculture (NIFA)**

Brent Elrod

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

Brent provided an update and will have formal announcements in the future.

**Regional Rural Development Centers**

Stephan Goetz

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

Stephan reported on the West's climate conference in December, the NC small grants program, the NE rural innovation and community development event in Feb., CED job postings, the recent rural labor conference, the recent rural future conference in Nebraska, the AMS local food pilot project in six states, and director searches.



### **Membership Services Committee.**

Stacey welcomed new committee Chair, Peggy Schlechter

Peggy Schlechter

### **Communications and Website Committee**

Brian reported that the committee will provide a written overview of the advanced search feature for the board to review. The next member newsletter will be in December. The committee will prepare a newsletter schedule for 2016, including scheduled requests for content.

Brian Raison

### **Marketing Committee**

Rebekka provided email documentation and reported that the NACDEP Marketing Committee met to discuss the charge of “defining community development by example.” The committee compiled a thorough list of community development definitions to help members better identify their individual programs.

Rebekka Dudensing

### **Finance Committee**

Nancy provided a draft 2016 budget via memberclicks. She noted revenue implications of a joint conference, continued funding of memberclicks, and some adjustments based on the September Board retreat.

Nancy Bowen-Elzey

### **Nominations Committee**

Stacey and Alison completed the slate and Julie and Randy reported that the member communications with the electronic ballot will be released this month and elections will be completed by year’s end.

Alison Davis

### **Journal of Extension**

No report.

Mary Emery

### **PILD Conference 2016**

Stacey reported that PILD extended the initial call for proposals for the April 10-13 event in Crystal City, VA, which generated additional interest. The planning committee continues to seek a keynote speaker. The theme is Innovation – the Story of Extension.

Deb Jo Kinsella/Norm

### **JCEP Leadership Conference 2016**

Stacey reported that JCEP received numerous proposals for the Feb 101—event in Las Vegas and the reviews will be completed by month’s end. She discussed potential joint breakout meetings with other JCEP member associations, such as NAEPSPD. Stacey will use the President’s discretionary budget for transportation and other collaborative breakout meeting expenses.

Stacey McCullough

### **Historian Report**

No report.

Kevin Andrews

### **Recognition Committee**

Michael Dougherty provided a written report electronically via memberclicks and will be communicating with members about the online format in the next newsletter. Michael and Stacey are working together to discuss 2016 awards and award formats with ANREP leadership.

Michael Dougherty

### **Development Committee**

Michael Wilcox is preparing information to share with members to kick-off a campaign at the first of the year. He’s working with TAS on the logistics to receive contributions and with regional reps to add people to the committee.

Michael Wilcox



## 2016 Annual Conference

Josh Clements

Josh discussed ongoing coordination with ANREP. The NACDEP call for proposals has been released and submissions are already being received. A reminder will be included in the December member newsletter. He stated that there will not be a joint awards presentation and the conference schedule is being finalized.

Susan shared the sponsorship committee packet. Initial contacts are being made.

Roslynn is coordinating with other organizations on pre-conference tours.

Ricky reported that registration will open after the first of the calendar year. Logistics and incentives were discussed.

## 2017 Annual Conference with CDS

Stacey McCullough

Stacey, Notie and Ricky have been reviewing a draft agreement between NACDEP and CDS. An overlapping planning retreat for NACDEP and CDS leadership in 2016 was discussed. The local committee is discussing themes.

## Updates from the Regions & Partners

### Northeast Region

Kelly Nix

No report.

### North Central Region

Connie Mefford

No report.

### Southern Region

Susan Kelly

No report.

### Western Region

Roslynn Brain

Roslynn provided an update via email. Over 50 abstracts were submitted for the Extension Sustainability Summit (ESS) in Portland in April. We have been notifying those who have submitted regarding acceptance or not. The next western region newsletter for NACDEP will be distributed in January, continuing with the "meet your western region members" theme, as well as notifications of upcoming conferences etc.

### 1890 Representative

Adam Hodges

No report.

### 1994 Representative

John Phillips

No report.

## Unfinished Business

### TAS Credit Card

The Policies and Procedures document has been updated to reflect the new credit card policy. The card has been issued and is now being used accordingly. An electronic vote was implemented to approve the credit card policy.

## 2018 Conference

Stacey is drafting the Call for Proposals for host locations. The plan is to make an announcement at the conference in June, 2016.



### **Graduate Student**

Alison Davis is working on a graduate student as discussed at the Sept. Board retreat.

### **Board Liaison to the Committees**

Stacey notified committee chairs that a Board member would begin serving as a liaison

### **Webinar Committee**

Julie and Ricky drafted an overview of the new committee and posted it on memberclicks. Julie provided an overview of the draft webinar series guidelines, logistics, and next steps. The committee will be launched in 2016 and will review the draft and finalize submission/nomination process to schedule the series.

## **New Business**

### **Membership Recruitment**

Regional reps discussed member recruitment ideas.

## **Announcements**

**Reminder:** Upcoming Board Meeting Dec 18.

**Adjourn:** Stacey moved to adjourn the meeting at 1:20 Eastern time and the motion carried.

Draft Submitted: 12 December 2015

Julie Fox, Secretary