



**Board of Directors and Committee Chairs  
Meeting, February 16, 2017  
Minutes**

Submitted by Laura Downey, Secretary

<b>Call to Order - Stark</b>
Stark called the meeting to order at 12:01.

<b>Roll Call - Downey</b>			
<b>Officers:</b>		<b>Regional Reps:</b>	
Carrie Stark (W), President	X	Aly Valentine, North East	X
Mike Lambur (S), President-Elect	X	Joy Millard, North Central	
Laura Downey (S), Secretary	X	Todd Hurt, Southern	X
Rich Poling (S), Treasurer	X	Cody Stone, West	X
Karen Ballard (S), Past President	X	Terrance Wolfork, 1890s	
<b>Committee Chairs:</b>			
Joe Hunnings (S), Awards & Recognition	X	Michael Lambur (S), Chair Policy and Resolution	X
Jodi Azulai (W), Co-Chair Marketing	X	Todd Hurt (S), Co-Chair Marketing	X
Julie Robinson (S), Co-Chair, Programs	X	Teresa Byington (W), Co-Chair Programs	
Mary Fran San Soucie (W), Co-Chair Membership	X	Aly Valentine (NE), Co-Chair Membership	X
TBD, Chair Finance		Karen Ballard (S), Chair Nominating	X
<b>Liaisons</b>			
Kevin Andrews (S)-PILD Rep (2 <sup>nd</sup> Year)		Jerry Chizek (NC)-PILD Representative (1 <sup>st</sup> Year)	
Jan Carroll (W)-JOE Representative		Julie Huetteman (NC)-eXtension Fellowship	

<b>Secretary's Report - Downey</b>			
Downey asked for corrections to the January meeting minutes, if any. Downey reminded Officers and Regional Representatives to submit their COI form, if they have not already done so.			
<b>MOTION</b>	Approve the January 18, 2017 Board Meeting Minutes.	<b>MOVED/2<sup>ND</sup>/VOTE</b>	Lambur/Hurt/passed

<b>Treasurer's and Finance Report - Poling</b>	
Poling provided the February 2017 Treasurer's Report and February 2017 Budget Update. As of February 15, 2017, NAEPSDP accounts balance to \$47,090.94.	
Poling reported that Iowa's members paid \$60 per their 9 members because these members initiated payment by their university in October 2016. There was discussion about whether the \$60 membership due should be honored or whether ask each Iowa member should be asked to pay the new 2017 membership fee.	

<b>MOTION</b>	Accept and file the Treasurer's report	<b>MOVED/2<sup>ND</sup>/VOTE</b>	Hunnings/Valentine/passed
<b>MOTION</b>	Honor the 2016 member due of \$60 per Iowa member	<b>MOVED/2<sup>ND</sup>/VOTE</b>	Ballard/Lambur/passed

## Committee Reports

<b>Awards and Recognition Committee - Hunnings</b>			
<p>Criteria for the First Time Conference Attendee Award has been distributed to the board via email. Active or student members will be eligible for this award. Applicants would have to be registered for the conference to be considered. The recipient will be reimbursed upon selection. Hunnings will work with Poling to get a submission form ready to be posted in Wild Apricot.</p> <p>The committee will decide the due date of award applications and the date that the recipient will be notified of receiving the award.</p>			
<b>MOTION</b>	Institute the First Time Conference Attendee Award and use the presented criteria beginning in 2017	<b>MOVED/2<sup>ND</sup>/VOTE</b>	Poling/Azulai/passed

<b>Marketing - Hurt and Azulai</b>			
<p>Blogs/marketing materials will target middle managers, IT professionals, and Ag Educator professionals, include graduate students.</p> <p>Matt Binge will replace Teresa as the developer of the NAEPSDP newsletter.</p> <p>Currently, the webmaster, Treasurer, President, a representative from the Membership Committee, and a representatives from the Marketing Committee have administrative access to the website. Azulai should be granted access as a Marketing Committee representative.</p> <p>Stark will confirm that Kevin is willing to continue as webmaster.</p>			

<b>Membership -San Soucie and Valentine</b>			
<p>Valentine and San Soucie have conversed via email. They are trying to find a time for the Regional Representatives to meet again.</p>			

<b>Finance - Poling</b>			
<p>A chair for the Finance Committee is being sought.</p>			

<b>Nominating Committee - Ballard</b>			
<p>The following have been nominated for the Nominating Committee.</p> <p>Teresa McCoy (Northeast)  Jerry Chizek (North Central)  Rhonda Conlon (Southern)</p> <p>Ballard would like to convene group to complete the committee plan of work.</p>			

Joseph Donaldson and Steve Siegelin have been nominated as a PILD representative. Stark will send an electronic poll to the Board to select the representative from these two nominees.

**Resolutions and Policy- Lambur**

Lambur has submitted the committee plan of work.

**Programs - Byington and Robinson**

A webinar will be held February 23. Matt Binge will present on leadership competencies among Extension County Directors in Florida. This will be a follow-up to the presentation he delivered at annual conference. Stark will send an advertisement to the JCEP Board of Directors.

The committee is working on the conference budget and exploring free time activities, optional evening activities, key note speaker/s, and possible educational tours.

**Regional Representative Reports**

**Northeast - Valentine**

T. McCoy was identified as the nominee for the Nominating Committee. Valentine is trying to organize a monthly meeting for all Regional Representatives, possibly before the March meeting. Stark noted that we have a member from Rhode Island.

**North Central - Millard**

No report.

**Southern - Hurt**

Rhonda Conlon and Joseph Donaldson (alternate) were identified as possible nominees for the Nominating Committee. Hurt had distributed two briefs to members from the Southern region.

**West - Stone**

A nominee for the Nominating Committee has not been secured. There is a new member from Idaho.

**1890's - Wolfork**

No report.

**PILD Representative - Chizek**

No report

**JCEP Update**

226 individuals from 47 states and Canada participated in the virtual town hall meeting that was held as part of the JCEP Leadership Conference. PILD conference registration is open. Kevin Andrews is in charge of conference evaluation.

**Old Business**

Plans of work should be submitted to Downey and budget requests should be sent to Poling by March 1.

It was decided that the NAEPSDP Dropbox account would be maintained. It was recommended that only board members and committee chairs should have access to our Dropbox. Downey and Lambur will look at what is in the Dropbox and make further recommendations.

## New Business

Stark will send an electronic poll to the Board to select the next PILD representative, Joseph Donaldson or Steve Siegelin.

Ohio and Iowa (both in North Central) have a state affiliate JCEP organization. The possibility of supporting state association affiliates was discussed because these state affiliates are not certain of the support that the national organization/s can provide. It was decided that NAEPSDP would not do anything at this time. It is possible that a regional representative could try to attend an affiliate meeting/s. Stark will share these dates with Millard.

Poling will work with Stark to switch signature authority on checking accounts from Ballard to Stark.

<b>MOTION</b>	Adjourn the February 16, 2017 Board Meeting
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The next meeting will be on Wednesday, March 15.