



**Board of Directors and Committee Chairs  
Meeting, August 28, 2019  
Minutes**

Submitted by Julie Huetteman, Secretary

<b>Call to Order – Robinson</b>
Robinson called the meeting to order at 1:03 p.m. ET.

<b>Roll Call – Huetteman</b>			
<b>Officers:</b>		<b>Regional Representatives:</b>	
Julie Robinson (S), President	x	Danae Wolfe, North Central	x
Terrence Wolfork (1890s), President-Elect	x	Celeste Carmichael, North East	x
Julie Huetteman (NC), Secretary	x	Todd Hurt, Southern	x
Rich Poling (S), Treasurer	x	Rebecca Sero, West	x
Mike Lambur (S), Past President	x	Cynthia Wilson-Willis, 1890s	
		Vacant, 1994s	
<b>Committee Chairs/Co-Chairs:</b>			
Teresa McCoy (NE), Awards & Recognition		Ken Jones (S), Awards & Recognition	x
Suzanna Windon (NE), Finance	x		
Matt Benge (S), Marketing			
Todd Hurt (S), Membership	x	Catie Croft (1890s), Membership	x
Gwyn Shelle (NC), Programs	x	Celeste Carmichael (NE), Programs	x
Terrence Wolfork (1890s), Resolutions & Policy	x	Mike Lambur (S), Nominating	x
Diane Mashburn (S), Conference	x	Kristi Farner (NC), Conference	x
<b>Liaisons</b>			
Karen Reddersen (NE), PILD Representative (2 <sup>nd</sup> Yr.)	x	Katy Gottwald (S), PILD Representative (1 <sup>st</sup> Yr.)	x
Jan Carroll (W), JOE Representative		Teresa McCoy (NE), eXtension/NAEPSDP Fellowship	
<b>Webmaster</b>			
Tom Payne			
<b>Guests</b>			

Officer's Reports:

<b>President's Report – Robinson</b>
No report.

<b>Treasurer's Report – Poling</b>
Poling distributed the Treasurer's Report and Budget Update for August 2019 via email. Treasurer's Report Correction – Student member is for 2019, not 2020 as listed. Account balances total \$51,323.83 Net income (July 23 – August 26, 2019) \$5,262.53

YTD net income: \$14,559.88  
 Budget Update: Balance \$6,912.27  
 Robinson accepted and filed for audit.

**Secretary's Report – Huetteman**

Minutes from June 26, 2019 and from July 24, 2019 were sent to the Board via email. Poling submitted corrections to the June 26 minutes, to adjourn the meeting as of July 24, and to include that the meeting had been reconvened.

<b>MOTION</b>	Approve the minutes of the June 26, 2019 Board Meeting (which had been recessed and reconvened) with corrections as noted.	<b>MOVED/2<sup>ND</sup>/VOTE</b>	Poling/Lambur/passed
<b>MOTION</b>	Approve the minutes of the July 24, 2019 Board Meeting.	<b>MOVED/2<sup>ND</sup>/VOTE</b>	Hurt/Wolfork/passed

Reports of the Regional Representatives:

**North Central – Wolfe**

No report.

**North East – Carmichael**

No report.

**Southern – Hurt**

Sent a brief announcement to the Southern Region on August 2 to encourage conference proposals and for nominations. Have 8 new members in the Region in 2019.

**West – Sero**

Have communicated reminders on the deadline for proposal submissions.

**1890 – Wilson-Willis**

No report.

Committee Reports:

**Awards and Recognition – McCoy and Jones**

Currently have 10 applications for the various awards. Deadline to submit is Friday. Committee is available to begin the review of submissions after that. Have vacancy for a committee member from North Central Region that could be filled.

**Marketing – Bengé**

Benge unable to attend, submitted updates to Robinson. Have made announcements and facebook posts on the conference. Newsletter will be going out soon. Looking for information about the 2020 conference.

**Membership – Hurt and Croft**

Will be meeting next week. Will have discussion on mentoring – where a member is assigned to a new attendee before the conference. Will work on ribbons for name badge details. Looking to schedule another Membership Chat in the fall and are open to ideas on topics. Looking for volunteers for next year's co-chairs.

Current membership: 142 Paid members, 13 down from this time last year, 21 new members, 13 lifetime members, 4 students, and 125 full.

**Nominating – Lambur**

Nominations are closed. Slate was presented.  
Secretary to draft and distribute ballots to membership.

<b>MOTION</b>	Accept the slate of nominations to present to the membership for vote.	<b>MOVED/2<sup>ND</sup>/</b>	Poling/Wolfork/accepted
---------------	--	------------------------------	-------------------------

**Resolutions and Policy – Wolfork**

No report.

**Programs – Shelle and Carmichael**

Two more webinars planned for this year. Working to secure speakers.  
For virtual summer school, the final report on attendance and evaluation as presented, also posted in Box.com.  
Plan to share in the newsletter.

**Finance – Windon**

No report.

**Conference – Mashburn and Farnar**

There were 56 proposals received, including representation from all regions. A total of 37 people volunteered to review proposals. Each reviewer has 4-5 proposals to review. Each proposal will be reviewed by three people. The deadline for review completion is September 5.  
For registration, there are 12 members, 1 exhibitor/vendor, 10 post-conference event, and one potential sponsor.  
Discussion regarding a presentation to be given by the eXtension/NAEPSDP fellow.

**eXtension/NAEPSDP Evaluation Fellowship – McCoy**

No report.

**JCEP Update – Lambur and Robinson**

Subcommittee on credentialing on core competencies for Extension Agents to be preparing report.  
Two separate conferences are moving forward.

**PILD Update – Reddersen and Gottwald**

Theme for next year’s conference, “Moving Knowledge into Solutions”. It will be held April 5-8, 2020, in Arlington, VA. Legislators will not be in session at that time.

**Extension Leadership Conference sponsored by JCEP Update – Wolfork and Robinson**

No Report.

**Journal of Extension Update – Carroll & Denny**

Carroll is rotating off. Marina Denny has agreed to serve as NAEPSDP representative to the JOE board for a 3-year term beginning at the end of Carroll’s term this fall.

<b>MOTION</b>	Accept Marina Denny to serve as NAEPSDP Representative to the JOE board for a 3-year term beginning this fall.	<b>MOVED/2<sup>ND</sup>/</b>	Lambur/Huetteman/passed
---------------	--	------------------------------	-------------------------

<b>Webmaster - Payne</b>
No report.

<b>Old Business</b>
Review Strategic Plan Notes -- Debra Davis was not available to meet today. Robinson had emailed the final version of the notes with meeting agenda. Committees and Regional Representatives are to review the Strategic Plan Notes and plan action steps to take to implement the strategic plan. Committees and Regional Representatives are to get those plans for action steps to Debra Davis by October 11. Debra will then compile and present at the October Board Meeting.

<b>New Business</b>
Due to the Board Meeting scheduled for November 27, the day before Thanksgiving holiday, Robinson will be moving the meeting to November 20. She will send an updated calendar invitation.

<b>Final Announcements and Adjourn</b>			
<b>MOTION</b>	Adjourn the August 28, 2019 Board Meeting (2:05 p.m. ET)	<b>MOVED/2<sup>ND</sup>/</b>	Huetteman/Carmichael

Next meeting: **September 25, (1:00pm EST, 12:00pm CST, 11:00am MST, 10:00am PST)**