



**Board of Directors and Committee Chairs**  
**Meeting, April 13 2022**  
**Via Zoom**  
**Minutes**  
 Submitted by Steve Siegelin, Past President

<b>Call to Order – Huetteman</b>			
Huetteman called the meeting to order at 1:04 p.m. ET			

<b>Roll Call – Siegelin (substitute secretary)</b>			
<b>Officers</b>		<b>Regional Representatives</b>	
Julie Huetteman (NC), President	X	Adeola Ogunade, Northeastern	X
Teresa McCoy (NC), President-Elect	X	Lisa Kaslon, North Central	
Steve Siegelin (W), Past President	X	Marina Denny, Southern	X
Alda Norris (W), Secretary		Lendel Narine, Western	X
Meredith Weinstein (S), Treasurer		Cynthia Wilson-Willis, 1890s	
		Vacant, 1994s	
<b>Committee Chairs/Co-Chairs</b>			
Amanda Rysz (NC), Awards & Recognition		Jeremy Elliott-Engel (W), Awards & Recognition	X
John Diaz (S), Conference	X	Vikram Koundinya (W), Conference	X
Suzanna Windon (NE), Finance	X	Julie Robinson (S), Finance	X
Carrie Stark (W), Marketing	X	Cheryl Newberry (W), Marketing	
Brad Sewell (NC), Membership	X	Terrence Wolfork (1890s), Membership	
Sarah Baughman (S), Professional Development	X	Michelle Gaston (NC), Professional Development	
Steve Siegelin (W), Nominating			
Teresa McCoy (NC), Policy & Resolution			
<b>Liaisons</b>			
Kristi Farner (S), JCEP PILD Representative (2 <sup>nd</sup> Yr.)	X	Laurie Chandler (NC) JCEP PILD Representative (1 <sup>st</sup> Yr.) – starting in April 2022	
Jared Morrison (NC), JCEP ELC Representative (2 <sup>nd</sup> Yr.)			
Marina Denny (S), JOE Representative	X		
<b>Webmaster</b>			
Tom Payne			
<b>Guests</b>			

<b>Approval of Consent Agenda – Huetteman</b>			
Approve the March 9, 2022 meeting minutes and the April 13, 2022 meeting agenda; and accept the Treasurer’s reports.			
<b>MOTION</b>	Approve the Consent Agenda	<b>MOVED/2<sup>ND</sup>/VOTE</b>	McCoy/Denny/passed

Reports of Officers:

<b>President’s Report – Huetteman</b>
Attended PILD last week, great experience. It was a great conference.

The JCEP Board met on Thursday, following PILD. Julie was elected president-elect of JCEP (effective May 1, 2022).

Call for Proposals for NAEPSDP Conference are due May 2, 2022. Please spread the word.

The Call for Proposal information needs to be added to the conference webpage

Steve shared the Website Policy document via email that was recently approved to guide our efforts

#### **Treasurer's Report –**

Treasurer's Report and Budget Update were sent via email.

Treasurer's Report (February 28, 2022 – March 31, 2022)

Account balances total = \$80,088.53

Net income = (\$776.39)

YTD net income: \$2,607.80

Budget Update, March 2022: (\$5,163.84)

Reports of Regional Representatives:

#### **Ogunade, Kaslan, Denny, Narine, Wilson-Willis**

Ogunade is working on marketing call for proposals and the conference in the Northeastern region.

Reports of Committees:

#### **Awards & Recognition –Rysz & Elliot-Engel**

They have revised their POW and are working on the award submission process for 2022.

#### **Conference – Diaz & Koundinya**

Seeking proposals and marketing the conference. No proposals are submitted yet, many members are working on Federal reporting.

Diaz will be touring the property this weekend to acquaint himself with the facilities.

Narine gave an update on 2023 conference site location efforts. Finding many locations, but costs are high at some sites. Considering locations in Las Vegas and Salt Lake City. He is working closely with HelmsBriscoe to negotiate with the properties.

The Northeastern Region is responsible to lead the 2024 conference site selection process.

#### **Finance – Windon & Robinson**

The committee had a discussion analyzing the feasibility of hiring an Executive Director, as this question has been raised occasionally in the past.

Windon noted that membership dues have been used to support some of the conference expenses.

#### **Marketing – Stark & Newberry**

The committee met with two new members. They are working on list of non-members to send recruitment and conference marketing materials. Looking for administrators to invite and ask to distribute our marketing materials in their systems.

#### **Membership – Sewell & Wolkoff**

The committee met and revised the POW. We just passed 200 members for 2022, 44 first-time members.

#### **Nominating – Siegelin**

No report

#### **Policy & Resolution – McCoy**

McCoy created a Motions of the Board document. This document is available in the 2022 Minutes folder on Box.

She will be working with committees that need to establish charters.

**Professional Development – Baughman & Gaston**

The Unconference is May 20, 12:30 to 3:00 p.m. ET

The Virtual Summer School Committee met yesterday. The dates are July 15 - 19, 2:00 to 3:00 p.m. ET. The topics will relate to staffing.

Reports of Liaisons:

**JCEP / Extension Leadership Conference (ELC) – McCoy & Morrison**

No report

**JCEP / Public Issues Leadership Development (PILD) – Farner & Chandler**

The conference was successful. Looking for ways to better solicit NAEPSPDP participation in PILD presentations.

**Journal of Extension – Denny**

Exploring a JOE booth at our conference in December. The goal would be to advance participation and submissions to scholarly journals like JOE. Denny will work with the Conference Committee to explore options.

JOE Board meeting was recently held in Tennessee. The journal has eliminated the backlog of articles from the transition and are now trying to catch up on new submissions.

There are six to seven thousand downloads, monthly. They are collecting analytics now that the new system allows it.

Preparing for the 60<sup>th</sup> Anniversary celebration. Solicitations for testimonials are going out to targeted individuals.

**Webmaster - Payne**

No report.

**Unfinished Business**

- Approval of 2022 Plans of Work

<b>MOTION</b>	Approve the 2022 POWs with the Conference Committee POW still under development as details for the conference are finalized.	<b>MOVED/2<sup>ND</sup>/VOTE</b>	Denny/Siegelin/passed
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- Other unfinished business - None

**New Business**

- Proposed updates to Extension Leadership Conference liaison assignment

<b>MOTION</b>	The Board recommends to the membership that <i>Article III, Section 7. Liaisons</i> be changed to read in its entirety; "Liaisons to outside associations or groups shall be appointed by the President and approved by	<b>MOVED/2<sup>ND</sup>/VOTE</b>	Denny/Ogunade/passed
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	the board, as needed. They shall participate and report to the Association Board of Directors during regularly scheduled Board of Director's meetings, as needed.		
<ul style="list-style-type: none"> <li>• Other new business - None</li> </ul>			

<b>Adjourn</b>			
The meeting was adjourned at 1:55 p.m. ET.			
<b>MOTION</b>	To adjourn	<b>MOVED/2<sup>ND</sup></b>	Siegelin/McCoy

Next meeting: Thursday, May 11, 2022, 1:00 p.m. ET via ZOOM.