



**Board of Directors and Committee Chairs
Meeting, Wednesday, August 10, 2022**

Via Zoom

Minutes

Submitted by Alda Norris, Secretary

Call to Order – Huetteman	
1:04 PM EST	16 members present

Roll Call – Norris			
Officers		Regional Representatives	
Julie Huetteman (NC), President	X	Adeola Ogunade, Northeastern	X
Teresa McCoy (NC), President-Elect	X	Lisa Kaslon, North Central	X
Steve Siegelin (W), Past President	X	VACANT, Southern	
Alda Norris (W), Secretary	X	Lendel Narine, Western	X
Meredith Weinstein (S), Treasurer		Cynthia Wilson-Willis, 1890s	
		Vacant, 1994s	
Committee Chairs/Co-Chairs			
Amanda Rysz (NC), Awards & Recognition	X	Jeremy Elliott-Engel (W), Awards & Recognition	
John Diaz (S), Conference	X	Vikram Koundinya (W), Conference	X
Suzanna Windon (NE), Finance		Julie Robinson (S), Finance	X
Carrie Stark (W), Marketing		Cheryl Newberry (W), Marketing	
Brad Sewell (NC), Membership	X	Terrence Wolfork (1890s), Membership	
Sarah Baughman, Professional Development	X	Michelle Gaston, Professional Development	X
Steve Siegelin (W), Nominating	X	Teresa McCoy (NC), Policy & Resolution	
Liaisons			
Kristi Farner (S), JCEP PILD Representative (2 nd Yr.)		Laurie Chandler (NC) JCEP PILD Representative (1 st Yr.)	
Jared Morrison (NC), JCEP ELC Representative (2 nd Yr.)	X	Mary Fran San Souice, JCEP ELC Representative (1 st Yr.)	X
Marina Denny (S), JOE Representative			
Webmaster			
Tom Payne			
Guests			
None			

A quorum was declared.

Approval of Consent Agenda – Huetteman
Huetteman recommended approving the August agenda. Treasurer’s documents and July minutes will be e-mailed separately for future approval.

MOTION	Accept consent agenda	MOVED/2ND/VOTE	Siegelin/McCoy/passed
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Discussion: None

Reports of Officers:

President's Report – Huetteman
<ul style="list-style-type: none">● Working on reclassification of organization for better match with tax requirements● Reached out to past presidents for documentation on status to fill in gaps● Storage of documents● Looking for curriculum development expert with meat/ poultry background● Need someone to fill in for rest of Southern rep term● No word from AFRI grant yet

Secretary's Report- Norris
<ul style="list-style-type: none">● Denny is on leave through the rest of the month● Denny is remaining as the JOE rep

Treasurer's Report – Weinstein
Key transactions this month: We made the next \$10,000 payment to the hotel, bringing us up to \$25,000 in deposits to Sonesta. Paid \$421.50 to rev.com for captioning of the virtual summer school (VSS), and paid our annual fee to the Louisiana Secretary of State. We received one \$500 sponsorship, in addition to \$500 in dues and \$3425 in conference registrations.
Treasurer's Report (07/31/22)
Account balances total = \$81,525.32
Year-to-Date Expenditures: \$13,805.41
Year-to-Date Income: \$12,400.00
Year-to-Date Net Income: (\$1,355.41)

Reports of Regional Representatives:

Ogunade, Kaslan, Denny, Narine, Wilson-Willis
<ul style="list-style-type: none">● Ogunade- Encouraged people to register for the conference. Next newsletter is in preparation, please share any job opportunities you'd like to advertise● Kaslon- North Central, encouraged people to attend, people are excited about presenting. Is discussing roundtable plans with Ertz● Narine- Western, send an email for folks to register, faculty are commenting that it is "too expensive"

Reports of Committees:

Professional Development- Baughman & Gaston
<ul style="list-style-type: none">● Baughman- evaluation results from virtual summer school not yet available, hopefully by September. Committee is working on a webinar / panel discussion for fall on customer relationship management (CRM) software in November. If you use Salesforce or other CRMs, contact Baughman. Huetteman suggested talking to Tallman in Iowa.

Conference – Diaz & Koundinya
<ul style="list-style-type: none">● Acceptances have been sent out. Check your spam.● Met with Fort Valley State to collect A/V equipment, will inventory with spreadsheet/photos soon● Signed supplementary A/V contract with Sonesta● Working on menu and volunteer schedule● Huetteman encouraged the board to sign up and help with set up, takedown and boxing. Diaz requested potential volunteers contact Bengé, who is coordinating, and cc him.● Huetteman noted we are still working with liaison to get hospitality rooms straightened out● Please be at the board meeting 4pm on Monday, and welcome new members at reception afterwards● Reminder that new board meets after the conference on morning of Dec. 1

Awards & Recognition – Rysz

- Clarified that first-timer award requires nominee to be a member in good standing
- Please let members in your state know there are award opportunities for outstanding contributor, early career, excellence, and first-time
- Nominations due by August 27th

Membership – Sewell

- Met with Ken who is working on mentor/mentee pairings, will review pairing survey at next meeting
- Huetteman encouraged board members to volunteer as mentees

Marketing – Newberry

- No report

Nominating – Siegelin

- No report

Policy & Resolution – McCoy

- No report

Finance – Windon

- Email from Windon on sponsorship request from California, will connect with Diaz and Weinsten

Reports of Liaisons:

JCEP / Extension Leadership Conference (ELC) – Morrison & San Souce

- RFP for February 7-9 in Kansas City due by September 16, shared link: www.jcep.org/elc/2023

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

- Huetteman noted the conference April 16-19, 2023 in Arlington, VA please consider submitting
- <https://www.jcep.org/pild/2023>

Journal of Extension – Denny

- Nothing to report.

Webmaster - Payne

- Nothing to report.

Unfinished Business

- None

New Business

- None

Adjourn

1:39 pm EST

MOTION

Adjourn

Moved/2nd/

Kaslon/Ogunade/Passed

Next meeting: Wednesday, September 14, 2022, 1:00 p.m. ET via ZOOM.