



**Board of Directors and Committee Chairs
Meeting, Wednesday, November 9, 2022**

Via Zoom

Minutes

Submitted by Alda Norris, Secretary

Call to Order – Huetteman	
1:02 PM EST	15 members present

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

Approval of Consent Agenda – Huetteman
Recommendation to approve November agenda, October minutes, October treasurer reports

MOTION	Accept consent agenda	MOVED/2ND/VOTE	Weinstein/Rotter/passed
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Discussion: None

Reports of Officers:

President's Report – Huetteman
<ul style="list-style-type: none">• Huetteman was able to retrieve our original founding documents from 12 years ago with the help of the lawyer, and confirmed we are a private operating foundation. As part of that status, we must pay out 5%+ of our income to our membership each year, and we meet that threshold.• Huetteman presented a list of recommendations, including hiring a tax professional, setting a reserve policy, and providing financial support to board members to attend JCEP• The association lost money on past conferences due to hotel fees. Is now working with Bates from Helms-Briscoe to negotiate better contracts• We received the DEI grant last Monday, which is supporting the Monday session by Nia and copies of her new book for all attendees. It also supports Diaz Thursday session on Intercultural Diversity Inventory and survey access for all registrants. We have an approved IRB for Huetteman and Sewell to do follow up surveys to see how registrants apply this learning to their work in 2023.

Secretary's Report- Norris
<ul style="list-style-type: none">• A reminder that end of Year (EoY) reports are due today. Please upload them to Box.com if you haven't already, and Norris will follow up with any committees that have missing files.

Treasurer's Report – Weinstein
<ul style="list-style-type: none">• Better than expected on number of members in 2022, including more student dues than anticipated. <p>Treasurer's Report (10/31/22) Account balances total = \$123,718.58 Year-to-Date Expenditures: \$19,912.15 Year-to-Date Income: \$60,750.00 Year-to-Date Net Income: \$40,837.85</p>

Reports of Regional Representatives:

Ogunade, Kaslan, Rotter, Narine, Wilson-Willis
<ul style="list-style-type: none">• No reports

Reports of Committees:

Professional Development- Baughman & Gaston
<ul style="list-style-type: none">• Gaston will share a link with Newberry to share a recording of the latest webinar.

Conference – Diaz & Koundinya
<ul style="list-style-type: none">• Registrations are at around 105. Around half are first-time attendees. Hotel minimums met.• Volunteer sign-up sheet coming to you through email as a Google form. Techie volunteers needed.• Call for swag: Let Diaz know if you have items to contribute to conference bags or tables.

Awards & Recognition – Rysz & Elliott-Engel
<ul style="list-style-type: none">• Elliot-Engel shared the Mentorship and Special Interest Groups survey, which had 62 responses. A spreadsheet has been uploaded to Box.com in the Committee Membership > SIG Survey Results folder.

Membership – Sewell & Wolfork
<ul style="list-style-type: none">• Sewell is working on organizing tables at an Irish Pub after the new member's reception on Monday.

Marketing – Stark & Newberry
<ul style="list-style-type: none">• Winners have been notified and Diaz has the plaques in hand to distribute. Weinstein will email the awardees about their preference for a check or electronic transfer of award funds.

Nominating – Siegelin

Silent auction reminder:

- Siegelin noted in the chat that he will send a quick survey for people to indicate what they are planning on bringing for the silent auction. Please bring auction items to the conference. Regional reps, please reach out to members to encourage auction contributions.

Policy & Resolution – McCoy

- No report

Finance – Windon & Robinson

- Robinson has submitted the EoY report for the committee to Box.com.

Reports of Liaisons:

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

- Morrison noted proposals just closed and the 60 submissions are on par with prior years. Registration is not open yet, more information coming soon.

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

- Huetteman noted that the PILD conference is scheduled for April, and registration is not yet open.

Journal of Extension – Denny

- No report

Webmaster - Payne

- No report

Unfinished Business

- None

New Business

- None

MOTION	Adjourn	MOVED/2ND/VOTE	Kaslou/Rotter/passed
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Discussion: None

Adjourn

2:07 pm EST

Next meeting: Wednesday, November 28th, 2022, 4:00 p.m. ET at the conference in Ft Lauderdale