



**Board of Directors and Committee Chairs**  
**Meeting, May 10, 2023**  
**Via Zoom**  
**Unapproved Minutes**  
 Submitted by Michelle Gaston, Secretary

<b>Call to Order – McCoy</b>			
1:03 p.m. with 13 in attendance			

<b>Roll Call – Gaston</b>			
<b>Officers</b>		<b>Regional Representatives</b>	
Teresa McCoy (NC), President	x	Adeola Ogunade, Northeast	
Matt Benge (S), President-Elect		Brenda Allen, North Central	x
Julie Huetteman (NC), Past President	x	Craig Rotter, Southern	
Michelle Gaston (NC), Secretary	x	Lendel Narine, West	x
Meredith Weinstein (S), Treasurer	x	LaTasha Ford, 1890s	x
		Vacant, 1994s	
<b>Committee Chairs/Co-Chairs</b>			
Jeremy Elliott-Engel (W) Awards & Recognition	x	Lisa Kaslon (NC), Awards & Recognition	
Vikram Koundinya (W), Conference	x	Lendel Narine (W), Conference	x
Steve Siegelin (W), Finance	x	Julie Robinson (S), Finance	
Cheryl Newberry (W), Marketing	x	Hannah Gerken (W), Marketing	x
Brad Sewell (NC), Membership	x	Tearney Woodruff (S), Membership	x
Meghan Loughlin-Krusky (NC), Prof. Development		Emily Lane Smith (S), Professional Development	
Julie Huetteman (NC), Nominating			
Matt Benge (S), Policy & Resolution			
<b>Liaisons</b>			
Laurie Chandler (NC), JCEP PILD Representative (2 <sup>nd</sup> Yr.)	x	___, JCEP PILD Representative (1 <sup>st</sup> Yr.)	
Mary Fran San Soucie (W), JCEP ELC Representative (2 <sup>nd</sup> Yr.)		___, JCEP ELC Representative (1 <sup>st</sup> Yr.)	
Steve Siegelin (W), JOE Representative			
<b>Guests</b>			

<b>Approval of Consent Agenda – McCoy</b>			
<b>MOTION</b>	To approve consent agenda.	<b>MOVED/2<sup>ND</sup>/VOTE</b>	Allen /Weinstein /Passed

**Reports of Officers:**

<b>President’s Report – McCoy</b>
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Reports were shared throughout the meeting.

**Secretary's Report – Gaston**

No report.

**Treasurer's Report – Weinstein**

Financial Report was sent via email. For the finance committee, Weinstein has been outlining the duties of the treasure for a new volunteer treasure or to outsource the treasurer duties.

**Treasurer's Report (4/30/23)**

Account balances total = \$112,143.13

Year-to-Date Expenditures: \$2,543.24

Year-to-Date Income: \$14,518.73

Year-to Date Net Income: \$11,975.49

**Reports of Regional Representatives:**

**Ogunade (NE), Allen (NC), Rotter (S), Narine (W), Ford (1890)**

- S (submitted) – Will share information about the conference when it is ready to both current regional members and those whose membership has lapsed.
- NE – No report.
- NC – Allen working on newsletter to send out.
- W – A lot of people at USU are interested in helping with the conference. Should have university-level support for the conference.
- 1890 – Sent info out about the Unconference and are recruiting members.

**Reports of Committees:**

**Awards & Recognition – Elliott-Engel & Kaslon**

- The committee will meet by end of May.

**Conference – Koundinya & Narine**

- The NE region will host the 2025 in-person conference. Will need conference chair and committee members. The regional representative is not meant to be the conference chair but is often very involved because of their location.
- Will later talk about how the virtual conference committee comes together.
- Might be good to have subcommittee for virtual/in-person offerings. A call for volunteers for the virtual conference will be made soon.
- Survey showed a preference to hold future in-person events earlier in November.
- 2023 Conference - committee is leaning toward the theme of "Extension Elevated"
- There will be four tracks of education like in 2022 – same as last year. DEI, tech, and communication will be woven through the tracks.
- Will be touring hotel meeting space etc. Downtown restaurants are close.
- Possibly have a day after the conference for touring and/or skiing.

**Finance – Siegelin & Robinson**

- Committee met last week. Probably have tax prep outsourced next year. Need to do a 2022 review of the books. Have a couple leads for folks to preform treasurer services.

**Marketing – Newberry & Gerken**

- The most updated branding guide was shared in the board packet. The board agreed to the presented information. The branding guide will be filed in Box and posted in the member marketing area of the website.
- The next newsletter will be sent June 7 with a deadline of June 5.

**Membership – Sewell & Woodruff**

- At a recent meeting, a 7<sup>th</sup> objective was added to the plan of work about piloting the awards and recognition committee within the membership committee.
- Mentoring expectations have been drafted and will be reviewed.
- Folks must be in good membership standing by June 30 to serve in positions or apply for awards.

**Nominating – Huetteman**

No report.

**Policy & Resolution – Bengé**

McCoy presented the updated Operating Procedures with the incorporation of the Whistleblower policy.

<b>MOTION</b>	Motion to approve the updated Operating Procedures.	<b>MOVED/2<sup>ND</sup>/</b>	Huetteman / Weinstein / Passed
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**Professional Development – Loughlin-Krusky & Lane Smith**

- Newberry reported the Virtual Summer School will July 10-14. The theme is Fostering Health & Well-being Across Extension. The majority of speakers have been confirmed.

**Reports of Liaisons:**

**JCEP / Extension Leadership Conference (ELC) – San Soucie**

- In need of a ELC representative to replace Amanda Rysz who has left Extension.
- In 2024, the conference will be in Tampa.

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

- Chandler attended PILD along with about 10 other association members several weeks ago. Conference registration was up (about 250 people).
- JCEP has a new award cash award and winner presents at the next PILD conference.

**Journal of Extension – Siegelin**

- The JOE board has not met recently. It will have a special issue this year to clear some articles.

**Unfinished Business**

- NAEPSPD association history document – please share updates with Newberry. Add November 2022 AFRI grant award and include the year NAEPSPD became recognized by JCEP.

**New Business**

None.

**Adjourn**

**2:10 p.m.**

<b>MOTION</b>	Adjournment.	<b>MOVED/2<sup>ND</sup>/</b>	Allen / Ford
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**Next meeting:** Wednesday, June 14, 2023, 1 p.m. ET via Zoom.