



**Board of Directors and Committee Chairs  
Meeting, November 21, 2017  
Minutes**

Submitted by Laura Downey, Secretary

<b>Call to Order - Stark</b>	
Stark called the meeting to order.	

<b>Roll Call - Downey</b>			
<b>Officers:</b>		<b>Regional Reps:</b>	
Carrie Stark (W), President	X	Aly Valentine, North East	
Mike Lambur (S), President-Elect	X	Joy Millard, North Central	X
Laura Downey (S), Secretary		Todd Hurt, Southern	X
Rich Poling (S), Treasurer	X	Cody Stone, West	X
Karen Ballard (S), Past President	X	Terrance Wolfork, 1890s	X
<b>Committee Chairs:</b>			
Joe Hunnings (S), Awards & Recognition		Michael Lambur (S), Chair Policy and Resolution	X
Jodi Azulai (W), Co-Chair Marketing	X	Todd Hurt (S), Co-Chair Marketing	X
Julie Robinson (S), Co-Chair, Programs	X	Teresa Byington (W), Co-Chair Programs	X
Mary Fran San Soucie (W), Co-Chair Membership		Aly Valentine (NE), Co-Chair Membership	
TBD, Chair, Finance		Karen Ballard (S), Chair Nominating	X
<b>Liaisons</b>			
Jerry Chizek (NC)-PILD Representative (2 <sup>nd</sup> Yr)	X	Steve Siegelin (W), PILD Representative (1 <sup>st</sup> Yr)	
Jan Carroll (W)-JOE Representative		Julie Huettelman (NC)-eXtension Fellowship	

<b>Secretary's Report - Downey</b>			
Stark asked for corrections to the October meeting minutes, if any.			
<b>MOTION</b>	Approve the October meeting minutes.	<b>MOVED/2<sup>ND</sup>/VOTE</b>	Poling/Lambur/passed

<b>Treasurer's and Finance Report - Poling</b>			
Poling provided the November 2017 Treasurer's report. NAEPSDP had an account balance of \$59,460.97 as of November 20, 2017. Poling also provided a budget update. Ballard asked where the auction and resulting scholarship are reflected in the budget. At this time, these are not reflected in the budget but can be added in the future.			
<b>MOTION</b>	Accept and file Treasurer's Report.	<b>MOVED/2<sup>ND</sup>/VOTE</b>	Hurt/Ballard/passed

<b>North Central - Millard</b>
No report.

<b>North East - Valentine</b>
No report.

<b>Southern - Hurt</b>
No report.

<b>West - Stone</b>
No report.

<b>1890- Wofork</b>
No report.

## Committee Reports

<b>Awards and Recognition Committee - Hunnings</b>
No report.

<b>Marketing - Hurt and Azulai</b>
No report.

<b>Membership -San Soucie and Valentine</b>
No report.

<b>Finance - Poling</b>
No report.

<b>Nominating Committee - Ballard</b>
A notification of newly elected officers and a link to revised Constitution and Bylaws were sent to members after the last board meeting.

<b>Resolutions and Policy- Lambur</b>
<p>Lambur recommended sending out the link to Constitution and Bylaws again closer to the conference. Stark will send a link to the Constitution and Bylaws, minutes from the last annual membership meeting, and regional questions. These will be sent to all members. Robinson can also send the regional questions to conference attendees.</p> <p>Lambur circulated a draft of updated operating procedures to the Board for review. These only need to be approved by the Board. Return comments to Lambur.</p> <p>Lambur identified 2018 committee chairs/co-chairs and liaisons as:          Marina Denny and Sarah Baughman, Programs Committee          Dena Wolf and Jodi Azulai, Marketing Committee  <i>To be selected at annual meeting</i>, Awards and Recognition Committee          Julie Huettelman and Todd Hurt, Membership Committee          Suzanna Windon, Finance Committee</p>

Carrie Stark, Nominating Committee  
 Julie Robinson, Resolutions and Policy Committee

Steve Siegelin, second year PILD representative  
 To be selected, first year PILD representative  
 Jan Carroll, JOE representative

Ballard will induct new officers and chairs/co-chairs at the annual membership meeting.

**Programs - Byington and Robinson**

The last webinar was held October 27 and had 43 attendees. The committee has received positive responses to all webinars this year.

105 individuals are registered for the conference and 10 individuals have registered for the virtual sessions. Conference registration ends November 27 and the registration deadline for the virtual sessions is November 29.

Electronic evaluations will be conducted for each conference session. A short link to the evaluation will be provided to session attendees.

Registrants who cancel before November 27 will receive a 75% refund. No refund will be issued for a registrant who cancels after November 27.

There was discussion about whether the recordings of the virtual sessions would/could be posted for someone who paid to attend the virtual sessions. There is a way to post a link to sessions on the NAEPSPD website for only those who paid to attend the virtual sessions. The Programs Committee will determine the length of availability of these recordings.

There are comp rooms available based on the contract with the hotel. Lambur suggested applying comp rooms to our master account at the hotel/conference center this year. Ballard suggested a procedure be developed that describes the handling of comp rooms in the future.

A ribbon will be provided to self-identified first-time conference attendees.

The evening reception will be held in the Presidential suite.

<b>MOTION</b>	The recordings of virtual sessions will be made available to registered participants through a code or security point and will be available to paid members through the member portal.	<b>MOVED/2<sup>ND</sup>/VOTE</b>	Ballard/Poling/passed
<b>MOTION</b>	The comp room credit, with exception of the room for one night for the speaker, will be applied towards hotel charges.	<b>MOVED/2<sup>ND</sup>/VOTE</b>	Ballard/Lambur/passed

JCEP Excellence Award is currently being judged. JCEP Program's Committee is contracting with Julie Robinson to conduct the virtual town hall meeting this year.

[Recording of Meeting ended]

The next meeting will be held on December 4, 2017.