Board of Directors and Committee Chairs
Meeting, December 7, 2017
Minutes
Submitted by Steve Siegelin, Secretary

Call to Order – Stark
Lambur called the meeting to order.

Roll Call – Downey

<table>
<thead>
<tr>
<th>Officers:</th>
<th>Regional Reps:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mike Lambur (S), President</td>
<td>Aly Valentine, North East</td>
</tr>
<tr>
<td>Julie Robinson (S), President-Elect</td>
<td>Joy Millard, North Central</td>
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<tr>
<td>Steve Siegelin (W), Secretary</td>
<td>Todd Hurt, Southern</td>
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<tr>
<td>Rich Poling (S), Treasurer</td>
<td>Cody Stone, West</td>
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<tr>
<td>Carrie Stark (W), Past President</td>
<td>Terrance Wolfork, 1890s</td>
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</tbody>
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Committee Chairs:

<table>
<thead>
<tr>
<th>TBD, Awards &amp; Recognition</th>
<th>Julie Robinson (S), Chair Policy and Resolution</th>
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<tbody>
<tr>
<td>Jodi Azulai (W), Co-Chair Marketing</td>
<td>Denae Wolfe (NC), Co-Chair Marketing</td>
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<tr>
<td>Marina Denny (S), Co-Chair, Programs</td>
<td>Sarah Baughman (S), Co-Chair Programs</td>
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<tr>
<td>Todd Hurt (S), Co-Chair Membership</td>
<td>Julie Huetteman (NC), Co-Chair Membership</td>
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<tr>
<td>Suzanne Windon (NC), Chair, Finance</td>
<td>Carrie Stark (W), Chair Nominating</td>
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Liaisons

| Jerry Chizek (NC)-PILD Representative (2nd Yr) | Steve Siegelin (W), PILD Representative (1st Yr) |
| Jan Carroll (W)-JOE Representative             | Julie Huetteman (NC)-eXtension Fellowship         |

Secretary's Report – Downey
No Report

MOTION
MOVED/2nd/VOTE

Treasurer's and Finance Report – Poling
No Report

MOTION
MOVED/2nd/VOTE

North Central – Millard
No report.

North East – Valentine
No report.

Southern – Hurt
No report.
West – Stone
Stone is now serving as Interim Director of Montana State University Extension. His responsibilities began on September 1, 2017.

1890– Wolfork
No report.

Committee Reports

Awards and Recognition Committee –
No report.

Marketing – Azulai and Wolfe
No report.

Membership – Hurt and Huetteman
No report.

Finance – Windon
No report.

Nominating Committee – Stark
No report.

Resolutions and Policy– Lambur
No Report.

Programs – Denny and Baughman
No Report.

Discussions
Reactions to the conference from the group:
- Awesome
- Session have been full
- Think about a track for people that have been in Extension for a while, some of us want to go to the next level.
- Discussion sessions around topic areas.
  - Table topics where individuals experience two or more topics
- Have a Pre-Conference session, especially for first timers
- Thank you Carrie, Julie, and Teresa.
- Opening session was inspiring and enlightening

Committees
- Please review POW and Reports, they will be uploaded to the website within a week

Web Authority
• We have five people.
  o President, transfer from Stark to Lambur
  o Treasurer, Poling
  o Secretary, Siegelin
  o Membership, Hurt
  o Marketing/Programs, Azulai

Operating Procedures
• Due March 1, 2018
  a. Budget requests
  b. POW

Strategic Plan
• President wants to review the Strategic Plan further
  a. Need to revisit and ensure it is an organic and authentic driver

Board Meetings
• When
  o Third Thursdays, 1:00 p.m. to 2:00 p.m. ET.
  o Via Zoom
• Should we have board orientation?
  o We have a video to send out
  o Board orientation during January Meeting
  o Could we edit the committee info video be split to individual committee meetings?

Summer Meeting
May 30, 8:00 am to May 31, midday, Hilton Old Town Alexandria, VA, Rooms are $199 for Summer meeting. Mike will get information out later.

Do we do follow up communication to attendees to encourage participation?
• People did volunteer via the survey?

Board Members sign Conflict of Interests by Jan 15, 2018, each year.

President needs to be added to the bank accounts.

Treasurer
• Official expenses by the board can be reimbursed, Poling will send it out.

Suzanna Windon: The Ohio State University has established the first state affiliate chapter of NAEPSDP. Interested in officer descriptions. Millard and Robinson will work with OSU to support the development of structures. Windon is the incoming president and Wolfe is the president-elect. They were officially recognized by Ohio JCEP in October 2017.

We have committee descriptions in our founding documents.

Regional reps need to meet following this meeting to prepare for reports the morning session.

Committee meetings should result in next steps for the committee before adjourning today.
Can we reach states that don’t attend or participate in NAEPSDP? Membership committee should look at this.

Motion to adjourn at 7:50am by Aly Valentine.

Next and subsequent meetings (all meetings are from 1:00 to 2:00 p.m. ET, via Zoom, unless otherwise noted)

January 18
February 22 – Note: The 15th is the third Thursday in February. However, Carrie, Julie, and I (and maybe others) will be at the JCEP Leadership Conference in Orlando at this time. I hope this alternative date will work for most/everyone.
March 15
April 19
May 30-31 – Face-to-face meeting at the 2018 conference site, Hilton Old Town Alexandria
June 21
July 19
August 16
September 20
October 18
November 15
December 10-13 – National Conference Hilton Old Town Alexandria