

**Board of Directors and Committee Chairs  
Meeting, August 16, 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	
Laura Downey (S), Secretary	X	Todd Hurt, Southern	
Rich Poling (S), Treasurer	X	Cody Stone, West	
Karen Ballard (S), Past President		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		Todd Hurt (S), Co-Chair Marketing	
Julie Robinson (S), Co-Chair, Programs	X	Teresa Byington (W), Co-Chair Programs	X
Mary Fran San Soucie (W), Co-Chair Membership	X	Aly Valentine (NE), Co-Chair Membership	
TBD, Chair, Finance		Karen Ballard (S), Chair Nominating	
<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	X	Julie Huetteman (NC)-eXtension Fellowship	

<b>Secretary's Report - Downey</b>			
Downey asked for corrections to the July meeting minutes, if any. No comments were received.			
<b>MOTION</b>	Approve the July 2017 meeting minutes.	<b>MOVED/2<sup>ND</sup>/VOTE</b>	

<b>Treasurer's and Finance Report - Poling</b>			
Poling provided the August 2017 Treasurer's report. NAEPSDP had an account balance of \$52,408.56 as of August 15, 2017. Poling also provided a budget update.			
<b>MOTION</b>	Accept Treasurer's Report from August 2017 Treasurer's report	<b>MOVED/2<sup>ND</sup>/VOTE</b>	

<b>North Central - Millard</b>			
Via email, Millard reported that she had sent out emails to those members in North Central who had not shown as paid. She received a few responses clarifying status.			

<b>North East - Valentine</b>
No report.
<b>Southern - Hurt</b>
No report.
<b>West - Stone</b>
No report.
<b>1980- Wolkfork</b>
No report.

## Committee Reports

<b>Awards and Recognition Committee - Hunnings</b>
The committee received one award application for a first time conference attendee award. Stark will send a reminder for the awards.
<b>Marketing - Hurt and Azulai</b>
No report.
<b>Membership -San Soucie and Valentine</b>
Eight potential sponsors have been contacted but none have agreed to serve as a sponsor of this year's conference.
<b>Finance - Poling</b>
No report.
<b>Nominating Committee - Ballard</b>
Ballard and Downey have reviewed policy & procedures, verified positions open for nomination, and are working on survey instruments for release later this month. We will conduct a Qualtrics survey to solicit nominations linked through a constant contact e-mail. There will be 2-3 requests for nominations over a two-week period of time. Ballard and Downey will confirm the submitted nominations were made by members and nominations are members in good standing. The slate will be reviewed by the committee & presented to Downey for presentation to the Board. Once the Board approves the slate, Downey will disseminate the ballot for electronic voting.
<b>Resolutions and Policy- Lambur</b>
Lambur revised and redistributed revised draft policies on supporting travel expenses for Board members and state affiliates of NAEPSDP. Lambur will revise the draft policy on supporting travel expenses so that requests would not have to be submitted 90 days prior to the event.
<b>Programs - Byington and Robinson</b>
Robinson provided an update from the Virtual Summer School. There was 197 (unduplicated) participants. Overall, feedback from each session has been positive. The next regularly scheduled webinar is in October.

20 conference proposals have been received so far. A few more reminders will be sent prior to the submission deadline. 32-36 presentations and numerous ignite sessions are needed. The keynote speaker is secured.

There was discussion about optional tours for conference attendees. It was decided to send information about optional tours to conference attendees prior to the conference.

Registration ends November 28 and early bird registration ends at the end of October.

An entity from K-State has asked about being an exhibitor at this year's conference. The Programs Committee will follow-up with this and make a recommendation, if needed. If we agree to have the K-State exhibitor, we might want to think about other possible exhibitors.

## JCEP Update

JCEP Leadership Conference call for proposals to be released soon.

## PILD Update

The next conference will be focused on policy, not on providing training. The general focus of the conference will be related to civil dialogue. Rachel Welborn from the Southern Rural Development Center met with the conference planning committee to identify a keynote/capnote speaker. The committee is looking to send out a request for proposal by the end of September with a submission deadline at November 3.

National 4-H Annual Conference will be held in conjunction with PILD this year. Chizek asked Stark to share ideas of how to better integrate the two conferences.

## JOE Update

J. Carroll requested comments and/or questions to share at the September JOE Board meeting. Poling asked Carroll to mention the long turnaround time experienced by authors who submit manuscripts to JOE. An attendee of the Virtual Summer School mentioned this. It was also recommended that JOE consider more special issues.

## Old Business

San Soucie reported that no conference sponsorships have been secured. It might be better to focus attention on sponsors of next year's sponsors.

Poling has not received an update on the status of our IRS standing. He is completing the required paperwork to change NAEPSPD's designation.

Downey provided an update on her and Lambur's review of the Dropbox. Via email, Downey recommended deletions from Dropbox. Poling offered to update membership lists, with tables from 2011.

In the future, NAEPSPD might want to consider having a historian for the association.

## New Business

Lambur toured Hilton Old Town and Embassy Suites in Alexandria. He believes the Hilton will best meet our needs. Downey will initiate an electronic vote that will decide whether to move forward with a contract with Hilton Old Town Alexandria.

Lambur will begin working to set the June 2018 Board Meeting dates.

Robinson presented the option of publishing our annual conference proceedings. She was interested in having the Board's feedback before presenting the option to the Programs Committee. Publishing proceedings could benefit members and presenters, and it could increase the number and quality of proposals submitted for review. It is uncertain whether it is feasible to publish proceedings from this year's conference.

Stark was on a call with Debbie McDonald who is interested in having a working group comprised of 4-H professionals who work in program and staff development. Perhaps a working group such as this could be a pilot group of a NAEPSDP special interests group.

Wolfork asked about tech needs at the annual conference location. Robinson will better know what equipment is needed once proposals are reviewed and presentations selected.

There are currently 19 new members this year.

<b>MOTION</b>	Adjourn the August 2017 Board Meeting	<b>MOVED/2<sup>ND</sup>/VOTE</b>	
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The next meeting will be held on 9/20/2017.