



**Board of Directors and Committee Chairs
Meeting, April 19, 2018
Minutes**

Submitted by Steve Siegelin, Secretary

Call to Order – Lambur
Lambur called the meeting to order at 1:02 p.m. ET.
Noted the thank you note from Jerry Chizek for the privilege of serving as the PILD liaison.
Reminded people to make reservations for the May meeting. Discussed the preference that at least one committee chair present at the meeting. Stark and Downey are not able to attend.
Noted the plans of work look good and will be addressed/accepted during committee reports.
Lambur plans on reviewing the 2016-2020 strategic plan during our May meeting

Roll Call – Siegelin			
Officers:		Regional Reps:	
Mike Lambur (S), President	X	Aly Valentine, North East	X
Julie Robinson (S), President-Elect	X	Joy Millard, North Central	
Steve Siegelin (W), Secretary	X	Todd Hurt, Southern	
Rich Poling (S), Treasurer	X	Cody Stone, West	
Carrie Stark (W), Past President	X	Terrance Wolfork, 1890s	
		Vacant, 1994s	
Committee Chairs/Co-Chairs:			
Teresa McCoy (NE), Awards and Recognition	X	Ken Jones (S), Awards and Recognition	X
Suzanna Windon (NC), Finance		Laura Downey (S), Finance	X
Jodi Azulai (W), Marketing	X	Danae Wolfe (NC), Marketing	
Todd Hurt (S), Membership		Julie Huetteman (NC), Membership	X
Marina Denny (S), Programs		Sarah Baughman (S), Programs	
Julie Robinson (S), Julie Robinson		Carrie Stark (W), Nominating	
Liaisons			
Jerry Chizek (NC)-PILD Representative (2 nd Yr)		Steve Siegelin (W), PILD Representative (1 st Yr)	
Jan Carroll (W)-JOE Representative		Karen Vines (S)-eXtension Fellowship	
Webmaster			
Tom Payne			
Guests			

General Announcements
Lambur shared details about hotel reservations and of known plans of individuals who could or could not attend the Summer Meeting in Alexandria, VA. Others shared their plans to, or not to, attend the Summer

Meeting. Discussed availability of Zoom for the Summer Meeting.

The Strategic Plan will be reviewed at the Summer Meeting.

Lambur has reviewed the plans of work and we will address each one during the relevant committee reports.

Adoption of the Agenda – Lambur

Lambur asked for additions to the agenda. There were none.

MOTION	Accept the Agenda.	MOVED/2ND/VOTE	Valentine/Siegelin/Passed
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Secretary’s Report – Siegelin

Siegelin distributed the minutes from the March 15, 2018 Board Meeting, the approved 2018 Budget, and the 2018 Plans of Work

We received a thank you from Jerry Chizek for the privilege of serving as the NAEPSDP liaison to PILD.

MOTION	Approve the minutes of the March 15, 2018 Board.	MOVED/2ND/VOTE	Poling/Stark/Passed
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Treasurer’s and Finance Report – Poling

Poling distributed the Treasurer’s Report and Budget Update for April via email.

Account balances total \$56,564.06

Monthly net income \$274.49

YTD net income: \$1,551.78

MOTION	Accept and file the April 2018 Treasurer’s Report and Budget Update and amended budget.	MOVED/2ND/VOTE	Stark/Valentine/Passed
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North Central – Millard

No report.

Northeast – Valentine

More people from Maryland are attending the Conference. Working with MD people to network into various Northeast Region middle managers networks.

Southern – Hurt

No report.

West – Stone

No report.

1890 – Wolfork

No report.

1994 – Vacant

No report.

Awards and Recognition Committee – McCoy and Jones			
Reminded us of the origins of the Past Presidents' Award. Each past president donates \$50/year			
The committee has edited/update the criteria provided by Debra and forwarded the proposed language to the board, see attached copy. Poling suggested adding "organizational development" to the list of types of work eligible to fit with our updated mission.			
Will review the other awards to ensure things are handled properly.			
MOTION	Adopt the Past Presidents' Award criteria as amended (adding organizational development), with a cash award of \$300	MOVED/2ND/VOTE	Poling/Valentine/Passed
	Approve the 2018 POW		Stark/Poling/Passed

Finance – Downey and Windon			
Next meeting is May 7, 2018 to review organizational documents			
Received documentation from the IRS that we had filed our 2016 tax return.			
Waiting for clarification on our tax-exempt status (currently tax-exempt).			
MOTION	Approve the 2018 POW	MOVED/2ND/VOTE	Valentine/Siegelin/Passed

Marketing – Azulai and Wolfe			
Next meeting is May 14, 2018			
Planning on attending the May 10, 2018 Membership Committee			
Planning on attending the next Program Committee Meeting			
Still recruiting (more aggressively) from committee members to serve as liaisons to the other committees.			
Benge has distributed the NAEPSPD newsletter. Developing resources and talking points for marketing NAEPSPD to other interested organizations.			
Asking for input on whether to maintain the LinkedIn account. Lambur and Poling suggest we not pursue the page. No dissenting viewpoints were offered.			
Asked if we should keep the unmaintained page as is for now. No harm in maintaining <i>status quo</i> .			
<ul style="list-style-type: none"> Will add our mission and URL to the LinkedIn profile to attract others to NAEPSPD. Jodi will lead this effort. Then email the membership to link to the page. 			
Considering the book Read this before you Next Meeting as our 2018 attending gift (approximately \$10 per book).			
MOTION	Approve the 2018 POW	MOVED/2ND/VOTE	Siegelin/Valentine/Passed

Membership – Hurt and Huetteman			
Three renewals, 116 members, 68 previous (unpaid) members, sent an email to the 68. Encouraging using end of year funds to join NAEPSDP.			
Hosted the first Chat Zone, 3 min teaser video on the website to spread the word (about the new Texas on-boarding program). Next one is June 18, 2018, will promote the June webinar.			
MOTION	Approve the 2018 POW	Moved/2ND/VOTE	Poling/Valentine/Passed
Nominating Committee – Stark			
No POW has been submitted, will complete by the May meeting			
Resolutions and Policy– Robinson			
Still poling other organizations for operational procedures.			
MOTION	Approve the 2018 POW	Moved/2ND/VOTE	Poling/Siegelin/Passed
Programs – Denny and Baughman (Robinson reporting)			
Next meeting is May 2			
March webinar had 93 participants			
Upcoming Webinars			
April 19, Anil Chaudhary, Social Network Analysis, Penn State, Network Analysis, 3:00 p.m. ET			
June 21, Rebecca Mott, Voice Thread, University of Missouri, 3:00 p.m. ET			
July23-26, Virtual Summer School			
October 18, Final webinar on the topic of Federal reporting data.			
Will determine the conference theme at May committee meeting			
Keynote speakers are being considered			
Call for session proposals will be sent out in early July.			
Question: How do we advertise webinars from other organizations? How do we avoid double scheduling JCEP related webinars and creating conflicts? JCEP is interested in developing such a calendar. Our JCEP representatives will raise the issue at the May JCEP meeting.			
MOTION	Approve the 2018 POW	Moved/2ND/VOTE	Siegelin/Valentine/Passed
JCEP Update – Lambur and Stark			
PILD Conference was very success last week. Lambur is chair of the 2019 Conference.			
Stark, Lambur, and Robinson are attending the May JCEP In-Person Meeting in Fort Worth, TX			
Stark on a sub-committee proposing, beginning in 2019, hosting four regional meetings for two years and a national meeting on the third year.			
PILD Update – Chizek and Siegelin			

See above, our first collaborative partnership with the 4-H youth in Washington D.C. during the PILD conference appears to have went well.

Journal of Extension Update – Carroll

No report.

eXtension Fellowship

No report

Old Business

None

New Business

None

Final Announcements

Make your reservations for the hotel soon

MOTION	Adjourn the April 19, 2018 Board Meeting (1:54 p.m. ET)	MOVED/2ND/VOTE	Stark/Siegelin
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Next and subsequent meetings (all meetings are from 1:00 to 2:00 p.m. ET, via Zoom, unless otherwise noted)

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