



**Board of Directors and Committee Chairs
Meeting, June 26, 2019
Minutes**

Submitted by Julie Huetteman, Secretary

Call to Order – Robinson
Robinson called the meeting to order at 1:00 p.m. ET.

Roll Call – Huetteman			
Officers:		Regional Representatives:	
Julie Robinson (S), President	X	Danae Wolfe, North Central	
Terrence Wolfork (1890s), President-Elect	X	Celeste Carmichael, North East	X
Julie Huetteman (NC), Secretary	X	Todd Hurt, Southern	
Rich Poling (S), Treasurer	X	Rebecca Sero, West	
Mike Lambur (S), Past President		Cynthia Wilson-Willis, 1890s	X
		Vacant, 1994s	
Committee Chairs/Co-Chairs:			
Teresa McCoy (NE), Awards & Recognition	X	Ken Jones (S), Awards & Recognition	
Suzanna Windon (NE), Finance			
Matt Benge (S), Marketing			
Todd Hurt (S), Membership		Catie Croft (1890s), Membership	X
Gwyn Shelle (NC), Program	X	Celeste Carmichael (NE), Program	X
Terrence Wolfork (1890s), Resolutions & Policy	X	Mike Lambur (S), Nominating	
Diane Mashburn (S), Conference	X	Kristi Farner (NC), Conference	X
Liaisons			
Karen Reddersen (NE), PILD Representative (2 nd Yr.)		Katy Gottwald (S), PILD Representative (1 st Yr.)	X
Jan Carroll (W), JOE Representative		Teresa McCoy (NE), eXtension/NAEPSDP Fellowship	
Webmaster			
Tom Payne			
Guests			

Officer's Reports:

President's Report – Robinson
No report.

Treasurer's Report – Poling
Poling distributed the Treasurer's Report and Budget Update for June 2019 via email. Treasurer's Report: Account balance total \$ 45,156.01 Net income (June 1-24, 2019) (\$ 3,450.25) YTD net income: (\$ 9,930.37)

Budget Update:
 Balance (\$ 64.53)
 Robinson accepted and filed for audit.

Secretary's Report – Huetteman			
Robinson distributed minutes from June 4-6, 2019 Board Meeting held in Savannah via email.			
MOTION	Accept the minutes of the June 4-6, 2019 Board Meeting.	MOVED/2ND/VOTE	Poling/Carmichael/passed

Reports of the Regional Representatives:

North Central – Wolfe
 Sent an update to our NC membership last week with an update about our Savannah board meeting and conference call for proposals. Scheduled an informal conference chat for our region on July 17th at 1pm to discuss conference proposal ideas, expectations, etc. Hoping this will provide an opportunity for some first-timers to learn more about conference and how to prepare an awesome proposal to speak, and maybe kick start some cross-state collaborative proposals.

North East – Carmichael
 The NAEPSDP Northeast Region had a Zoom check-in on 6/24. It was a great chance to see others and learn a little about each other, needs and interests. In attendance: Cornell University: Celeste Carmichael; Kim Fleming National 4-H Council: Debbie McDonald Penn State University: Sarah Roth Cornelisse, Renee Pusey, Suzanna Windon University of Maryland: Teresa McCoy University of Georgia: Todd Hurt

 Discussion about values of NAEPSDP? Conference, Virtual Summer School (chances to learn from one another); we asked Todd to talk about how the Southern Region Program Leadership Network (“PLN” is a regional version of NAEPSDP) works – what they do and how they work together. Todd explained that PLN meets face-to-face and has worked on some collaborative initiatives together like competencies. Todd also put a plug in to look into becoming a committee member for those not engaged already.

 What members want more of: Peer to Peer learning opportunities that may encourage collaborative learning opportunities. Opportunities to be briefed about what is happening with eXtension and other system wide experiences/funding opportunities. We are leaning towards: Virtual meet ups quarterly – with meet/greet; peer-to-peer sharing; updates from eXtension, National 4-H Council or other connected organizations. We will doodle for dates, maybe: Oct – Jan – April – July...recruit topics. Keep the full meeting to 1hr – host over lunch.

Southern – Hurt
 No report.

West – Sero
 Plan is to do individual reach outs to the Western members regarding the conference. Will be getting in touch with those who are recent non-renewals.

1890 – Wilson-Willis
 Have scheduled calls for week of July to those with lapsed memberships. Plan to meet with current members for recruitment ideas.

Committee Reports:

Awards and Recognition – McCoy and Jones

Will be releasing call for award nominations July 1. Nominations will be due August 30. Newly adding NAEPSDP-JCEP Excellence in Extension Staff Development Award in 2019. Other awards include Past Presidents' Early Career Award, Outstanding Contributor Award, and First-Time Conference Attendee Scholarship.

Board members asked and encouraged to consider and share information about the award nominations with colleagues.

MOTION	Board authorize additional funds to cover three first-time conference attendee awards for the 2019 conference if the amount in the current fund is not enough.	Moved/2nd/	Poling/Wolfork/passed
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Marketing – Bengé

Marketing Committee has sent the June NAEPSDP Newsletter, along with beginning to advertise the conference, as well as advertising the June webinar.

Membership – Hurt and Croft

Membership updates: 2 new members from North Central Region, 127 active memberships, 61 lapsed memberships.

Nominating – Lambur

No report. Mike's mother passed away. Contact Robinson if you would like his home address.

MOTION	Send Mike Lambur flowers/plants and sympathy card with dollar amount not to exceed \$50.	Moved/2nd/	Wolfork/Huettelman/passed
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Resolutions and Policy – Wolfork

No report.

Programs – Shelle and Carmichael

Updates: 35 attended webinar in March. 82 attended webinar in June. Have evaluation data to review and compile. Webinars posted on Archived Webinars on the website. Committee meets today to discuss and plan upcoming webinars.

Virtual Summer School – July 15-19, 2019 - Onboarding to Succession Planning - Noon – 1:30 ET
 Mon. - Creation of a Portfolio System for Agent On-boarding, Joe Hunnings
 Tue. – An innovative new staff orientation experience online, Kim Fleming, Leslie Boby
 Wed. – Better Together: Mentoring Team vs Mentor, Kristi Farner, Kelle Ashley
 Thu. – Constructing Cohorts that Enhance Employee Engagement in Extension, Amber Shanahan, Nancy Hegland, Trish Sheehan, Celeste Carmichael
 Fri. – Looking to the Future – Succession Planning Panel, Kenneth Jones, Moderator
 Next step - Will be creating a flyer and working with Marketing to promote.

Finance – Windon
No report.
Conference – Mashburn and Farner
Proposals are open. One has been received. Co-chairs shared conference information with Wofork for next year’s conference. For Proposals that didn’t fit into Virtual Summer School – will reach out to invite them to submit for the conference. Website – 2019 conference landing page is in place. Working on the registration site. With option to pay for membership with registration, created added detail to the site. Site includes cancellation policy. Still working on the post-conference event details and arrangements to add to the site. Next step will be to make registration visible.
JCEP Update – Lambur and Robinson
No Report.
PILD Update – Reddersen and Gottwald
No Report.
Extension Leadership Conference sponsored by JCEP Update – Wofork and Robinson
No Report.
Journal of Extension Update – Carroll
No Report.
Webmaster - Payne
No report.
Old Business
JOE Board Rep - 3-year term (Fall 2019) vacancy.
New Business
Final Announcements and Adjourn
Due to lack of quorum, meeting was recessed until we could reconvene on July 24, 2019

July 24, 2019 – RECONVENED MEETING

On July 24, 2019, this meeting was reconvened at 1:01 pm ET.
A motion was made to adjourn the meeting.

MOTION	Adjourn the June reconvened Board Meeting (1:02 p.m. ET)	MOVED/2ND/	Huetteman/Poling
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