



**Board of Directors and Committee Chairs**  
**Meeting, December 5, 2019**  
**Savannah, GA**  
**Minutes**  
 Submitted by Julie Huetteman, Secretary

<b>Call to Order – Wolfork</b>
Wolfork called the meeting to order at 7:32 a.m. ET

<b>Roll Call – Huetteman</b>			
<b>Officers:</b>		<b>Regional Representatives:</b>	
Terrence Wolfork (1890s), President	X	Danae Wolfe, North Central	
Steve Siegelin (W), President-Elect	X	Fran Sulinski, North East	X
Julie Huetteman (NC), Secretary	X	Ken Jones, Southern	X
Meredith Weinstein (S), Treasurer	X	Rebecca Sero, Western	X
Julie Robinson (S), Past President	X	Cynthia Wilson-Willis, 1890s	X
		Vacant, 1994s	
<b>Committee Chairs/Co-Chairs:</b>			
Teresa McCoy (NE), Awards & Recognition		Amanda Rysz (NC), Awards & Recognition	X
Suzanna Windon (NE), Finance	X		
Matt Bengé (S), Marketing	X		
Catie Croft (1890s), Membership	X	Ken Jones (S), Membership	X
Celeste Carmichael (NE), Professional Development	X	Danae Wolfe (NC), Professional Development	X
Steve Siegelin (W), Resolutions & Policy	X	Julie Robinson (S), Nominating	X
Cynthia Wilson-Willis (1890s), Conference	X	Matt Bengé (S), Conference	X
		Latasha Ford (1890s), Conference	
<b>Liaisons</b>			
Karen Reddersen, (NE) PILD Representative (2 <sup>nd</sup> Yr.)		Katy Gottwald (S), PILD Representative (1 <sup>st</sup> Yr.)	
Marina Denny (S), JOE Representative	X	Teresa McCoy (NE), eXtension/NAEPSDP Fellowship	
<b>Webmaster</b>			
Tom Payne	X		
<b>Guests</b>			
Terralon W. Chaney	X	Rich Poling	X

Wolfork welcomed the board. All present gave introductions including institution affiliation and role on the board.

Wolfork recommended Terralon W. Chaney as the new PILD Liaison. This role would begin later in the spring.

<b>MOTION</b>	Accept Terralon W. Chaney as the new PILD Representative.	<b>MOVED/2<sup>ND</sup>/VOTE</b>	Siegelin/Weinstein/passed
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Wolfork led discussion on the board schedule for 2020. The monthly board meeting will be on the fourth Wednesday of the month via ZOOM.

Wolfork introduced plans to provide information and instruction to the board members during the January meeting about the NAEPSPDP website (Tom Payne), the box.com account (Steve Siegelin), and roles and responsibilities of the board members (returning board members).

Wolfork indicated that Debra Davis has provided the 2020-2024 Strategic Plan, and he will be making it available to the board in January.

Wolfork introduced the June 2020 board meeting which will be in Ft. Lauderdale. Wilson-Willis shared preliminary plans to meet the week of June 8. Wolfork will send a poll to the board to help narrow down the dates and schedule for the meeting.

Huetteman gave information about responsibilities:

- Committees are to prepare plans of work and budget information for 2020. The deadline is March 1.
- Board members are required to complete a conflict of interest form. Huetteman will email this form in January.
- Reminder that 2020 membership dues are expected January 1, with a grace period to January 31, to be in good standing. Those board members, whose institutions pay the dues only with registration for a conference, are required to provide a signed letter to NAEPSPDP Secretary (Huetteman) by January 31, indicating that their membership dues will be paid before the first day of the conference.

Robinson gave a reminder to the board that elected positions on the board are eligible to vote, and that committee chairs do not vote.

Payne requested that board members provide a photo so he can post them on the NAEPSPDP website.

Wolfork adjourned the meeting at 7:50 a.m. ET.

Next meeting: January 22, 2020, 1:00 p.m. ET via ZOOM.