



Board of Directors and Committee Chairs
Meeting, March 25, 2020
Via Zoom
Minutes
 Submitted by Julie Huetteman, Secretary

Call to Order – Wolfork
Wolfork called the meeting to order at 1:04 p.m. ET

Roll Call – Huetteman			
Officers		Regional Representatives	
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	
Committee Chairs/Co-Chairs			
Teresa McCoy (NE), Awards & Recognition	X	Amanda Rysz (NC), Awards & Recognition	
Suzanna Windon (NE), Finance	X		
Matt Benge (S), Marketing			
Catie Croft (1890s), Membership	X	Ken Jones (S), Membership	X
Celeste Carmichael (NE), Professional Development	X	Danae Wolfe, (NC), Professional Development	
Steve Siegelin (W), Resolutions & Policy	X	Julie Robinson (S), Nominating	X
Cynthia Wilson-Willis (1890s), Conference	X	Matt Benge (S), Conference	
		Latasha Ford (1890s), Conference	X
Liaisons			
Karen Reddersen, (NE) PILD Representative (2 nd Yr.)		Katy Gottwald (S), PILD Representative (1 st Yr.)	
Marina Denny (S), JOE Representative	X		
Webmaster			
Tom Payne			
Guests			
Terralon Chaney	X		

Approval of Agenda – Wolfork			
The agenda for March 25, 2020, was emailed to the board members for review and comment.			
MOTION	Approve the Mar. 25, 2020 agenda as provided.	MOVED/2ND/VOTE	Siegelin/Robinson/passed

Approval of Minutes – Huetteman			
Minutes of the February 26, 2020, were emailed to the board members for review and comment.			
MOTION	Approve the Feb. 26, 2020 minutes as provided.	MOVED/2ND/VOTE	Robinson/Siegelin/passed

Reports of Officers:

President's Report – Wolkoff

What resources do Extension institutions have for delivering programs online / remotely? Please send any ideas/resources you have to Matt Benge, and he can share with the NAEPSDP Membership.

President-Elect's Report – Siegelin

Still looking at conference planning for 2021. Looking at southwestern U.S. It is too early to have hotel bids.

Past President's Report – Robinson

No report

Secretary's Report – Huetteman

No report

Treasurer's Report – Weinstein

Treasurer's Reports and Budget Updates for Feb. and Mar. were sent via email.

February Treasurer's report (Jan. 20 – Feb. 21), Net Income \$ 2,388.75

February Budget Update, Feb. 2020, Balance \$2,214.01

March Treasurer's report (Feb 22 - Mar. 23), Net Income (\$11,689.88)

March Budget Update, Mar. 2020, Balance (\$9,402.12)

Wolkoff accepted and filed reports for audit.

2020 Budget Proposal was sent via email. Treasurer presented an overview of the proposed budget. Discussion included the motion approved earlier regarding the change to the Marketing Committee item.

MOTION	Approve 2020 budget as provided.	MOVED/2ND/VOTE	Siegelin/Robinson/passed
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Reports of Regional Representatives:

North Central – Wolfe

No report

North East – Sulinski

ZOOM meeting next week with current and new members in North East region.

Southern – Jones

Looking to do some activities for members similar to the North East region.

Western – Sero

No report

1890s – Wilson-Willis

No report

Reports of Committee:

Awards and Recognition – McCoy & Rysz

Presented the POW

Only one eXtension/NAEPSDP Fellow in 2020 – focusing of evaluation eFieldbook. Details to be provided.

Marketing – Benge

In Benge's absence, board reviewed the submitted POW.

Discussion about the board shirts. We have board shirts available for all members on the website.			
MOTION	Strike the item for board shirts \$150.	MOVED/2ND/VOTE	Siegelin/Jones/passed

Membership – Croft & Jones
<ul style="list-style-type: none"> • We have just a few new members this month. • We are on target to have reception for new members at conference. • Changes to website – have sent emails, but not received response from web master. Looking for more interactive options, and way to connect to the committee chairs. • Committee is discussing establishing mentors for new members. • Gave overview of POW.

Nominating – Robinson
<p>Review of POW. Have accomplished representation from all regions and retirees on the committee.</p>

Resolutions & Policy – Siegelin
<p>Gave overview of POW. Needing to recruit representation across all regions. Needing to update Constitution and Bylaws based on last few years.</p>

Professional Development – Carmichael & Wolfe
<p>Presented summary of POW. Virtual Summer School will be the week of July 13, hosted by Arkansas. Looking at Facebook group for connecting NAEPSDP colleagues about professional development.</p>

Finance – Windon
<p>Shared the POW.</p>

Conference – Wilson-Willis, Bengel, & Ford
<p>Shared POW. Showed the proposed budget which is larger than last year, and may impact the conference registration.</p> <ul style="list-style-type: none"> • Discussion about costs, and NAEPSDP alignment with other/JCEP conference costs. • Shared suggestion to keep early bird registration under \$500. • Suggestion to look at past few years to see how many early bird and how many regular registrations to inform how to price those. Weinstein to look at pulling those records to share with the committee. • Questions from the board about conference insurance, and about JCEP Reps comp \$950. • A question was asked about what the hotel contract says about cancelling. Wilson-Willis reported that the contract includes that we can reschedule. <p>Discussion about holding our June board meeting in Ft. Lauderdale. Wilson-Willis to check on the contract and contact the hotel. The hotel has our initial deposit. Decision pending.</p>

Reports of Liaisons:

JCEP / Extension Leadership Conference – Robinson & Wolfork
<p>Had Extension Leadership Conference in February. Spring/Summer Board meeting has been postponed.</p>

PILD – Reddersen & Gottwald
<p>PILD conference converted to virtual.</p>

Journal of Extension – Denny

- Moved face-to-face meeting in Tennessee last week to virtual.
- Executive Board is in the process of updating the RFA for the Journal of Extension editor position, in preparation for the current editor's contract ending later this year. There is a new editorial model that will be shared soon. The model includes soliciting volunteers to serve as subject/program area-specific senior editors, associate senior editors, and associate editors for the journal. The purpose of the new model is to maintain the quality of the journal and the focus on author development while addressing the current length of time to publication. Additionally, the model will ideally help address the current editor's workload.

Webmaster - Payne

No report

Unfinished Business

None

New Business

Committees provided overview of plans of work.

MOTION	Approve all Committee Plans of Work as presented including the change to Marketing.	MOVED/2ND/VOTE	Siegelin/Robinson/passed
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Adjourn

Wolfork adjourned the meeting at 2:25 p.m.

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