



**Board of Directors and Committee Chairs  
Meeting, January 18, 2017  
Minutes**

Submitted by Laura Downey, Secretary

<b>Call to Order - Stark</b>
Stark called the meeting to order at 12:01.

<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	X
Laura Downey (S), Secretary	X	Todd Hurt, Southern	X
Rich Poling (S), Treasurer	X	Cody Stone, West	
Karen Ballard (S), Past President	X	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	X	Todd Hurt (S), Co-Chair Marketing	X
Julie Robinson (S), Co-Chair, Programs	X	Teresa Byington (W), Co-Chair Programs	
Mary Fran San Soucie (W), Co-Chair Membership	X	Aly Valentine (NE), Co-Chair Membership	
TBD, Chair Finance		Karen Ballard (S), Chair Nominating	X
<b>Liaisons:</b>			
Kevin Andrews (S)-PILD Rep (2 <sup>nd</sup> Year))		Jerry Chizek (NC)-PILD Representative (1 <sup>st</sup> Year)	
Jan Carroll (W)-JOE Representative		Julie Huetteman (NC)-eXtension Fellowship	

<b>Secretary's Report - Downey</b>			
Downey asked for corrections to the December meeting minutes, if any. Downey reminded Officers and Regional Representatives to submit their conflict of interest form, if they have not already done so. She reminded the group that committee plan of work are due March 1. Downey will distribute the plan of work template to committee chairs and co-chairs			
<b>MOTION</b>	Approve the December 5, 2016 meeting minutes	<b>MOVED/2<sup>ND</sup>/VOTE</b>	Poling/Hurt/passed
<b>MOTION</b>	Approve the December 8, 2016 meeting minutes	<b>MOVED/2<sup>ND</sup>/VOTE</b>	Lambur/Hurt/passed

<b>Treasurer's and Finance Report - Poling</b>			
Poling provided the following: 2016 Final Treasurer's Report, 2016 Final Budget Update, 2016 Annual Conference Financial Report, January 2017 Treasurer's Report, and January 2017 Budget Update. As of January 17, 2017, NAEPSDP account balances is \$44,153.31.			
<b>MOTION</b>	File the January 2017 Treasurer's report.	<b>MOVED/2<sup>ND</sup>/VOTE</b>	Ballard/Wolfork/passed

## Committee Reports

<b>Awards and Recognition Committee - Hunnings</b>
No report.
<b>Marketing - Hurt and Azulai</b>
Jodi Azulai agreed to serve as Co-Chair of the Marketing Committee with Hurt. The committee is searching for someone to take over newsletter development. Byington has agreed to complete the February newsletter, but someone else needs to take over as soon as possible. The committee is working on the plan of work and plans to request \$1,000 to support committee work.
<b>Membership -San Soucie and Valentine</b>
San Soucie and Valentine have been trained on the NAEPSDP website. They will arrange a meeting with Regional Representatives soon.
<b>Finance - Poling</b>
Stark is working to identify a chair for this committee.
<b>Nominating Committee - Ballard</b>
Ballard is requesting two nominees from each region to serve on the Nominating Committee. She asked that Regional Representatives identify and rank nominees. Nominees needs to have been a member of NAEPSDP for at least three years. Once nominees are put forth, Ballard will contact them. San Soucie and/or Valentine can provide list of members by region.
<b>Resolutions and Policy- Lambur</b>
Lambur questioned whether a change is needed that would allow committee chairs to have a vote on board decisions. It is unclear whether it is worth pursuing a change at this time.
<b>Programs - Byington and Robinson</b>
The Programs Committee met January 10 and confirmed dates for 2017 meetings. Webinars will be held every other month of the year, beginning in February. The dates are as follows: <ul style="list-style-type: none"><li>○ February 23, 2017</li><li>○ April 27, 2017</li><li>○ June 22, 2017</li><li>○ August (Set aside for Virtual Summer School)</li><li>○ October 26, 2017</li></ul> Webinars will be at 11:30 A.M. (EST)/10:30 A.M. (CST)/9:30 A.M. (MST)/8:30 A.M. (PST). The committee will use the eXtension Zoom platform for the 2017 webinar series. Conference planning will begin at the March committee meeting.

## Regional Representative Reports

<b>General Discussion</b>
Notes were taken during some regional meetings held at annual conference. For those regions that have notes, please share with members in your region and other Regional Representatives. Once these notes are compiled, Downey will post on Dropbox and request to be posted on the website.
<b>North East - Valentine</b>
No report.

<b>North Central – Millard</b>
No report.
<b>Southern – Hurt</b>
No report.
<b>West – Stone</b>
No report.
<b>1890's – Wolkfork</b>
No report.
<b>PILD Representative – Chizek</b>
No report

## JCEP Update

<b>General discussion</b>
265 people have registered for the JCEP Leadership Conference. A virtual town hall meeting to discuss emerging issues will be held at the conference. Also, the PILD conference is open for registration.

## Old Business

<p>Last year, NAEPSDP past presidents agreed to fund an award. The Board needs to consider criteria for the Past Presidents Award. Hunnings and the Awards and Recognition Committee will be asked to suggest criteria for this award.</p> <p>The silent auction at the annual conference brought in over \$1,000. These funds will support a scholarship/s or award/s for first time attendee/s at the annual conference. The Board needs to consider criteria for First Time Conference Attendee Scholarship/Award. Lambur offered to suggest criteria for the First Time Conference Attendee Scholarship/Award.</p> <p>The Past President will be in charge of the silent auction.</p>			
<b>MOTION</b>	Continue the silent auction	<b>MOVED/2<sup>ND</sup>/VOTE</b>	Lambur/Poling/passed

## New Business

<p>Stark reminded the Board that a new PILD representative needs to be identified. Please send suggestions of potential representatives to Ballard and copy Stark on this communication. This representative needs to be identified by March 1.</p> <p>JCEP has requested that each association member sponsor a break at the conference.</p>			
<b>MOTION</b>	Not sponsor a break at the JCEP Leadership Conference	<b>MOVED/2<sup>ND</sup>/VOTE</b>	Lambur/Poling/passed
<p>If someone uses Chrome to search for NAEPSDP, the website address appears as NAEPSDP.wildapricot. This does not affect someone's ability to find our website and we can still use NAEPSDP.org on marketing</p>			

materials. It will cost \$75-\$100 if we want the address to be displayed differently. It was decided not to spend money to make the address display as NAEPSDP.org in Chrome.

The group discussed 2017 membership targets. Middle managers might be an area of growth. In an effort to target this group, specialized marketing materials, a video that featured a current middle manager, and/or a one-page flyer to forward to middle managers could be developed/distributed. IT professionals are another area of potential growth. Poling has contacted Ag Education associations in an effort to recruit new members. There is an opportunity to recruit student members through Ag Education academic units.

Mary Fran offered to take the NAEPSDP banners to the NERAOC in San Antonio this April. She will work with Poling to get banners sent the conference.

Note change of date for February meeting—to be held February 16, not February 15.

<b>MOTION</b>	Adjourn the January 18, 2017 Board Meeting	<b>MOVED/2<sup>ND</sup>/VOTE</b>	Azulai/Lambur/passed
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