



**Board of Directors and Committee Chairs**  
**Meeting, July 10, 2020**  
**Via Zoom**  
**Minutes**  
 Submitted by Julie Huetteman, Secretary

<b>Call to Order – Wolfork</b>
Wolfork called the meeting to order at 3:03 p.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	x	Amanda Rysz (NC), Awards & Recognition	x
Suzanna Windon (NE), Finance	x		
Matt Benge (S), Marketing	x		
Catie Croft (1890s), Membership	x	Ken Jones (S), Membership	x
Celeste Carmichael (NE), Professional Development		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	x
		Latasha Ford (1890s), Conference	x
<b>Liaisons</b>			
Katy Gottwald (S), PILD Representative (2 <sup>nd</sup> Yr.)	x	Terralon Chaney, (1890s) PILD Representative (1 <sup>st</sup> Yr.)	
Marina Denny (S), JOE Representative			
<b>Webmaster</b>			
Tom Payne			
<b>Guests</b>			

President Wolfork called the meeting to discuss the Ft. Lauderdale hotel contract situation related to the 2020 annual conference.

**Hotel Contract Update**

If we cancel the contract, we would be paying 50% cancellation fee this month. The Ft. Lauderdale hotel will allow us to hold until 2021 or 2022 for the conference. The Ft. Lauderdale hotel is willing to hold the conference in December 2022, since we are looking for a location in the west in 2021.

Siegelin has been working on the 2021 conference in the west. He has worked with a hotel planner. Not much activity has occurred at this point, due to Covid-19.

Helms Briscoe (representatives with JCEP) are being brought in to help us with the hotel contract. They would recommended adding some things to protect us. If we change the conference dates, the contract would need to be re-negotiated.

<b>MOTION</b>	Ask the conference committee to start planning for the annual conference in Fort Lauderdale for 2021, use HelmsBriscoe for contracting assistance, and identify appropriate dates and details.	<b>MOVED/2<sup>ND</sup>/</b>	Siegelin/Weinstein/passed
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**Conference Planning Update**

Siegelin shared that the 2020 Conference committee has been discussing the length of the conference and would like to have a 3-day virtual event. This way, in a virtual format and due to time zones, it would be 3 shorter days, rather than 2 long days.

<b>MOTION</b>	Empower the conference committee to set dates for the virtual conference as December 1-3, 2020 at times appropriate to content and best service to our participants.	<b>MOVED/2<sup>ND</sup>/</b>	Siegelin/Jones/passed
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Willis shared that there is a change in submitting conference proposals moving the deadline from July 15 to August 11.

**Announcements**

Sulinski gave Virtual Summer School update, which will be held next week. The group had their last practice session this morning in preparation. A couple of the session registration numbers are over 250, a great response.

McCoy reminded the board that award nominations are due at the end of August. Looking at keeping this deadline, even with the change in the conference proposal submission date.

Weinstein and Windon shared that the tax review was just completed. They mentioned we have more funds available for awards, so the committee may consider increasing the awards, including giving out more first-time conference scholarships, or other ideas. The marketing committee may also need to spend money based on the budget as this is related to our non-profit status.

Jones thanked the Regional Representatives who took part in the recent webinar, Impact Programming During the Pandemic: Turning Obstacles into Opportunities for Extension, held on June 10, 2020. There were between 150 and 200 participants who attended.

<b>Adjourn</b>			
<b>MOTION</b>	Adjourn the July 7, 2020 Board Meeting (3:32 p.m. ET)	<b>MOVED/2<sup>ND</sup>/</b>	Siegelin/Robinson

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