



**Board of Directors and Committee Chairs
Meeting, November 18, 2020
Via Zoom
Minutes
Submitted by Julie Huetteman, Secretary**

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

Roll Call – Huetteman			
Officers		Regional Representatives	
Terrence Wolfork (1890s), President	x	Danae Wolfe, North Central	x
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		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	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 Benge (S), Conference	x
		Latasha Ford (1890s), Conference	x
Liaisons			
Katy Gottwald (S), PILD Representative (2 nd Yr.)	x	Terralon Chaney, (1890s) PILD Representative (1 st Yr.)	
Marina Denny (S), JOE Representative			
Webmaster			
Tom Payne			
Guests			

Approval of Agenda – Wolfork			
The proposed agenda for the October 28, 2020 board meeting was emailed ahead of the meeting for review. Wolfork ask for any additions or corrections.			
MOTION	Move to accept the agenda as proposed.	MOVED/2ND/VOTE	Robinson/Sulinski/passed

Approval of Minutes – Huetteman			
Unapproved minutes of the October 28, 2020 board meeting were emailed ahead of the meeting for review. Huetteman asked for any additions or corrections.			

MOTION	Move to accept the minutes for October 28, 2020.	MOVED/2ND/VOTE	Robinson/Wolfe/passed
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Reports of Officers:

President's Report – Wolfork
No report

President-Elect's Report – Siegelin
No report

Past President's Report – Robinson
No report

Secretary's Report – Huetteman
No report

Treasurer's Report – Weinstein
Treasurer's Report and Budget Update were sent via email. Treasurer's Report (Oct. 27 – Nov. 17) Account balances total = \$50,974.17 Net income = \$7,274.35 YTD net income: \$5,796.57 Budget Update, October 2020: \$2,092.73

MOTION	Move that reports be accepted and filed for audit.	MOVED/2ND/VOTE	Robinson/Jones/passed
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Reports of Regional Representatives:

North Central – Wolfe
No report

North East – Sulinski
No report

Southern – Jones
No report

Western – Sero
No report

1890s – Wilson-Willis
No report

Reports of Committee:

Awards and Recognition – McCoy & Rysz
No report

Marketing – Bengel
No report

Membership – Croft & Jones

No report

Nominating – Robinson

No report

Resolutions & Policy – Siegelin

No report

Professional Development – Carmichael & Wolfe

No report

Finance – Windon

No report

Conference – Wilson-Willis, Bengé, & Ford

- Gearing up for the conference – in a week and a half!
- Bengé – conference handbook development; post on website by next Wednesday
- Friday – sending guidelines for presenters – Zoom tips and etiquette, etc., presentation guidance by type
- Speakers are lined up.
- A couple presenters have not paid registration for the conference. Bengé will communicate on Friday.
- Needing moderators for the concurrent sessions. The Board filled the spots.
- ZOOM room hosts will be communicating with presenters on the workings of ZOOM, and ask about tech setup/needs.
- All ZOOM meetings and webinars are set up.
- Concurrent sessions – have registration to join the room. Key note speaker sessions are open without registration.
- No plan to distribute or post presenter documents. Presenters will get the list of their attendees and can choose to email after the fact, or they can post items in the chat.
- Will be creating conference proceedings with the presentation details.
- No plans to record concurrent sessions, but will record the key note presentations.
- Conference evaluation – committee is working on that and will distribute to all conference registrants afterward. We will not conduct evaluation of individual presenters, but presenters may put their own evaluation link in the chat for their own evaluation.
- Committee meetings not planned during the conference. Conference committee will create a survey (in the chat box) for those interested in being part of a committee. Can also be sent out to all membership after conference.
- Looking for committee co-chairs to fill spots.
- Silent auction via NAEPSDP Facebook. Board members asked to submit donations/items. Remember to include and cover shipping costs. Auction starts on Monday, Nov. 30. Please have items posted by that date.

Reports of Liaisons:

JCEP / Extension Leadership Conference – Robinson & Wolfork

No report

PILD – Gottwald & Chaney

No report

Journal of Extension – Denny

No report

Webmaster - Payne
No report

Unfinished Business
No report

New Business
No report

Adjourn			
MOTION	Adjourn the DATE, 2020 Board Meeting (2:01 p.m. ET)	Moved/2ND/	Robinson/Siegelin

Next meeting: Monday, November 30, 2020, 3:00 p.m. ET via ZOOM at the Virtual Annual Conference.