



Board of Directors and Committee Chairs
Meeting, June 3, 2021
Via Zoom
Minutes
 Submitted by Catie Croft, Secretary

Call to Order – Siegelin			
Siegelin called the meeting to order at 12:00 p.m. ET			

Roll Call – Wolfork			
Officers		Regional Representatives	
Steve Siegelin (W), President	X	Teresa McCoy, North Central	X
Julie Huetteman (NC), President-Elect	X	Fran Sulinski, North East	X
Catherine (Catie) Croft (1890s), Secretary	X	Ken Jones, Southern	X
Meredith Weinstein (S), Treasurer	X	Rebecca Sero, Western	
Terrence Wolfork (1890s), Past President	X	Cynthia Wilson-Willis, 1890s	
		Vacant, 1994s	
Committee Chairs/Co-Chairs			
Vikram Koundinya (W), Awards & Recognition		Amanda Rysz (NC), Awards & Recognition	X
Suzanna Windon (NE), Finance	X	Julie Robinson (S), Finance	
Carrie Stark (W), Marketing		Cheryl Newberry (W), Marketing	
Catie Croft (1890s), Membership	X	Ken Jones (S), Membership	
Mary Halbleib (W), Professional Development		Danae Wolfe, (NC), Professional Development	X
Julie Huetteman (NC), Resolutions & Policy	X	Terrence Wolfork (1890s), Nominating	X
Cynthia Wilson-Willis (1890s), Conference		Matt Benge (S), Conference	X
Jennifer Bates, HelmsBriscoe		Latasha Ford (1890s), Conference	X
Liaisons			
Katy Gottwald (S), PILD Representative (2 nd Yr.)		Terralon Chaney, (1890s) PILD Representative (1 st Yr.)	
Marina Denny (S), JOE Representative		Julie Huetteman, (NC), JCEP Representative	X
		Jared Morrison (NC), JCEP Representative	X
Webmaster			
Tom Payne			
Guests			

Approval of Consent Agenda – Siegelin			
The consent agenda was emailed to the board prior to the meeting.			
MOTION	Accept the consent agenda for today's meeting.	MOVED/2ND/VOTE	Huetteman/McCoy/Passed

Reports of Officers:

President's Report – Siegelin

Siegelin is working with an individual to see if they would be willing to be our incoming PILD liaison and the planning meetings will begin in June or July and will be coordinated by the executive director of JCEP.

Treasurer's Report – Weinstein

Treasurer's Report and Budget Update for May 2021 were sent via email.

April Treasurer's Report (April 28, 2021-May 28, 2021)

Account balance total = \$60,358.40

Net income = \$21.46

YTD net income: \$5,061.06

Budget Update, May 2021: \$(7,769.82)

Weinstein met with the finance committee to go through the budget. Weinstein also met with the conference committee to discuss aspects of the conference budget.

Weinstein filed taxes and sent them to Suzanna & Julie for review before they were sent off to the IRS as well as to the Louisiana Attorney General's office.

Operating expenses for this year was to pay for the tax software that had to be used this year for filing.

Two memberships were paid. We are now at 133 active members and 49 lapsed memberships.

Weinstein will send out a list of lapsed members to regional reps & membership committee.

Reports of Committees:

Conference – Wilson-Willis, Bengé, & Ford

Ford discussed the meeting she had with Poling, Weinstein, & Wilson-Willis about the 2021 conference budget. They came up with a budget of \$7,350.

- \$6,000 for speaker fees
- \$550 transaction fees
- \$500 for board recognition
- \$300 Conference Oral/Poster award. \$200 for three awards. \$100 goes towards certificates and mailing and shipping.

Ford mentioned going over the signing of the registration fees for this year. A decision needs to be made on how registration will be done this year for conference.

Bengé mentioned that the proposals will be going live on June 7th and everyone will have two months to submit proposals and the deadline is August 6th. Outstanding oral presentation (1 recipient will win \$100) and poster presentation (2 recipients will win \$50 each) will be added to the list of awards that individuals can win.

Reports of Liaisons:

JOE – Denny

- Dr. Martin Smith, University of California, Davis, will be a new associate editor, covering areas of 4-H and youth development.
- The Board is still in search of an associate editor to cover submissions in community development. Please send suggestions to me (Marina, mdd269@msstate.edu) if you have someone in mind.

- The journal is on track to publish a full issue by June 16th with 20 to 30 articles - <https://tigerprints.clemson.edu/joe/>
- Archived issues are being reformatted and uploaded to the new website as fast as possible. All issues dating back to the beginning of 2016 (vol 54, issue 1) have already transitioned.
- Backlog of submitted manuscripts continues, but it is getting better. To help put things in perspective,
 - o the previous editor stopped screening manuscript submissions and sending them out for review around late July of 2020.
 - o If you submitted a manuscript to the journal in August 2020, nothing was done with it at all that year.
 - o The transition to Clemson University Press was not complete until late February 2021, so the new production editor was not able to access manuscripts submitted between July 2020 and January 2021 until that time (those authors were asked to resubmit to the new portal).
 - o All 130 of these backlogged articles have been cleared for peer review, and authors will be notified at each step of the review process.
- Drew Griffin, Production Editor for JOE, wishes to convey his appreciation for everyone's patience and support over the last few months. He is working diligently to get the journal back on track by September and is pushing for a 6- to 8-month turnaround time for future submissions.
- The Extension Job Board is also up and running - <https://jobs.joe.org/> - but Job listings needs to be utilized more, so please continue to promote.

Discussion

Huetteman was able to find information about awards and the change that is coming to the association and the change will take place in the constitution, which will not take place until next year. June 30th will not be the eligibility date for awards this year.

Unfinished Business– Siegelin

Siegelin discussed the conference decisions and the remaining conference decision that needs to have action on is setting the registration fees. There was a recommendation from Weinstein and the finance committee chair to set the conference registration at:

- \$150 for regular members for early bird
- \$100 for students
- \$225 for non-members (2022 membership included in fee)???

Possibly raise the amount up \$50 once early bird is over???

Siegelin suggested that the motion that was made regarding membership dues will be looked at as a recommendation and discussed with the policy and resolution committee to come up with a resolution.

Ford went over the numbers for the early bird registration (Beginning October 17, 2021) from the recent meeting with conference committee.

- \$120 Members
- \$145 Non-Members

Regular on-time registration (October 18- November 19, 2021)

- \$150 Members
- \$175 Non-Members
- \$100 Students

After Sulinski made a motion for a single conference registration fee based on membership status, Weinstein asked if we want to give non-members the option to have the membership. Siegelin stated that option 1 of the membership recommendations from the membership committee provides that option for non-members. Ford clarified that the \$225 fee will include the 2022 membership.

Weinstein discussed the budget for 2021. She projected 150 members and as of right now there are 117 members (when she did the budget). \$11,250 is the amount that was projected. Weinstein projected the same number of members and amounts from last year for this year.

Benge stated that the oral presentation award can be changed

MOTION	For a single conference registration fee based on membership status: <ul style="list-style-type: none"> • \$150 Regular Members • \$100 Students • \$225 Non-Members 	MOVED/2ND/VOTE	Sulinski/Jones/passed
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MOTION	To approve the 2021 budget.	MOVED/2ND/VOTE	McCoy/Wolfork/passed
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Announcements

Windon shared about income generation. Increasing conference registration fee in the future. Thinking about professional development as a source of income generation. Pre-conference workshops for a fee (Same concept of AEA conference). More promotion of life membership and possibly having a fee for virtual summer school for non-members.

Adjourn

Siegelin ended the meeting at 1:02 PM EST.

MOTION	Adjourn the May 6, 2021, Board Meeting	MOVED/2ND/	Jones/Wolfork /passed
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Next meeting: Thursday July 3, 2021, 12:00 p.m. EST via ZOOM.