



**Board of Directors and Committee Chairs**  
**Meeting, September 2, 2021**  
**Via Zoom**  
**Minutes**  
 Submitted by Catie Croft, Secretary

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| <b>Call to Order – Siegelin</b>                       |  |  |  |
| Siegelin called the meeting to order at 12:01 p.m. ET |  |  |  |

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

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| <b>Approval of Consent Agenda – Siegelin</b>   |  |                                  |                        |
| The consent agenda was emailed to the board prior to the meeting.<br>Correct to the spelling of Siegelin’s last name was asked to be made. |  |                                  |                        |
| <b>MOTION</b>  | Accept the consent agenda for today’s meeting. | <b>MOVED/2<sup>ND</sup>/VOTE</b> | Weinstein/Jones/Passed |

Reports of Officers:

**President's Report – Siegelin**

The contract has been signed with the Sonesta hotel for the 2022 conference. The contract has been received and is on file. The \$1,000 refund from the 2021 summer board meeting has been refunded. We have \$13,000 on deposit for the 2022 conference.

Rebecca Sero has accepted a position with Government Accounting Office as an Methodologist and has resigned from her position in NAEPSDP as the Western Region Representative. Alda Norris (University of Alaska) & Lendale Larin (Utah State University) have agreed to partner together to finish out Sero's term. Norris will finish out the 2021 term and Larin will do the 2022 term.

The website committee was formed last month and their meeting this afternoon (9.2.2021) to start the work.

**Treasurer's Report – Weinstein**

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

June Treasurer's Report

Account balance total =

Net income =

YTD net income:

Budget Update, August 2021:

NAEPSDP received the \$1,000 back from Sonesta and there was 1 person who paid membership dues. Wolfork paid a conference registration payment.

Reports of Committee:

**Conference – Wilson-Willis, Bengé, Ford**

The conference committee is in the planning process for the conference. The registration was piloted by Wolfork to make sure everything is working properly.

Wolfork will be handling the silent auction and Wilson-Willis has asked that someone assist with Happy Hour and make it their own. Robinson agreed to do Happy Hour along with the help of others.

Benge discussed the review of the proposals. They have 75% submitted (49 total). The framework of the agenda has been developed; the quality of proposals will be added to the agenda once they have been accepted. The goal is to send a draft agenda to Wilson-Willis and Ford and get their approval of the submitted proposals. Once they have approved of who will be presenting, Benge will contact the presenters.

Benge met with the tech team and strategy and structure for the conference was discussed. Once the proposals are finalized, there will be more clarity on how the conference will go. A more in-depth report will be given at next month's meeting from Benge.

Ford discussed the possible conference speaker (Will Bowen) a motivational speaker, founder of the Complaint Free Movement. Bowen reached out to Ford to see how he can tailor his presentation to fit our needs. If he is selected as a speaker, he will reach out again for further information. The original in-person presenting price starts at \$12,000. For a virtual live session, the price starts at \$6,000.

A hybrid session begins at \$4,500, but they are willing to give it to us for \$4,000. A hybrid session will consist of a 45-minute pre-recorded video that will be sent to us and then he will be present (live) for a 15-minute Q&A session following the 45-minute pre-recorded presentation. The pre-recorded presentation is engaging, and we will be able to use it on our website for this conference. All presentations are 1 hour long.

If the board approves, a 50% deposit will need to be made and a contract will need to be signed. The pre-recorded presentation will be sent a week before our conference. He will be available on Tuesday or Wednesday. The committee would like for Bowen to start the conference off on Tuesday. Jones asked Ford if Bowen was knowledgeable of extension and Ford confirmed that he is somewhat knowledgeable. Ford mentioned wanting to bring Drenda Williams (NIFA) back and have her speak on the last day of the conference.

Benge discussed having a speaker from the University of Florida in the Leadership Development department as a faculty member. He does trainings and is a very engaging speaker. Benge will get in contact with him.

Weinstein suggested that Carrie Castille (NIFA director) be contacted to possibly speak at the conference.

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| <b>MOTION</b> | To accept Will Bowen as our conference speaker as recommended by the conference committee. | <b>MOVED/2<sup>ND</sup>/VOTE</b> | Huetteman/Jones/passed |
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**Awards – Rysz, Koundinya**

The awards committee need people to submit for awards. There are some rewards that do not have any applications. Rysz is asking that we encourage people to submit applications for awards. She will be sending out a reminder email to membership. The deadline was extended a week (September 10<sup>th</sup>).

Weinstein suggested that the letter of recommendations may be a barrier for people applying who do not have many people in their state that know what they are doing. Weinstein suggested that the letter of recommendations process be re-considered. Robinson agreed that the letters on many of the awards can be a barrier.

Sero stated that the time barrier for the application process can be hindering.

**New Business– Huetteman**

**Proposed edits to the constitution and bylaws and the operating procedures documents:**

Huetteman has shared two documents that have track changes on them. The first document is the constitution, and the second document is the operating procedures, and they need the boards approval. The constitution needs member approval as well. Huetteman went over members being in good standing with the board. She went over the discussion from earlier in the year about all members being in good standing by June 30<sup>th</sup> of the year so that there is consistency.

Huetteman stated that the topic of being in good standing was mentioned five different ways in the constitution. A few years ago, the board had decided that board members must have their membership

made by January 31<sup>st</sup>. The proposal for the June 30<sup>th</sup> deadline undoes the decision for board members to be paid by January 31<sup>st</sup>.

Huetteman is proposing language by the track changes to make it consistent throughout the document on what “good standing” means. Formatting has been updated to the document. Huetteman has shared it with the lifetime members and got feedback from them.

Huetteman discussed the operating procedures that the board approves and not the membership. Huetteman discussed consistency of the language in the document. The timeline that is meant to show key things, but it was very minimal. Huetteman suggested more suggestive activities to help keep the board on track for the year. Her second suggestion was there be more formality of the training of the new board as of January 1<sup>st</sup>. All of these things are related to things and descriptions to what the board already does. It is meant to drive more structure.

Huetteman introduced a conversation about the mission and that there will be conversation about it later.

Siegelin made a motion to accept Alda Norris as the new Western Region Representative in place of Rebecca Sero.

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| <b>MOTION</b> | To recommend the changes to the constitution to the membership. | <b>MOVED/2<sup>ND</sup>/VOTE</b> | Jones/Weinstein/passed |
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| <b>MOTION</b> | To accept the changes that are presented in the operating manual. | <b>MOVED/2<sup>ND</sup>/VOTE</b> | Weinstein/Wilson-Willis/passed |
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| <b>MOTION</b> | To accept Alda Norris as the new Western Region Representative in place of Rebecca Sero. | <b>MOVED/2<sup>ND</sup>/VOTE</b> | Huetteman/Jones/passed |
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### **Announcements**

Discussion topics will be added beginning with the October topic to be more strategic with our meetings and planning.

### **Adjourn**

Siegelin ended the meeting at 1:02 PM EST.  
There was no motion to adjourn.

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| <b>MOTION</b> |  | <b>MOVED/2<sup>ND</sup>/</b> | //passed |
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Next meeting: Thursday October 7, 2021 12:00 p.m. EST via ZOOM.