



Board of Directors and Committee Chairs
Meeting, September 2, 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	Alda Norris, Western	X
Terrence Wolfork (1890s), Past President		Cynthia Wilson-Willis, 1890s	X
		Vacant, 1994s	
Committee Chairs/Co-Chairs			
Vikram Koundinya (W), Awards & Recognition	X	Amanda Rysz (NC), Awards & Recognition	X
Suzanna Windon (NE), Finance	X	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
Liaisons			
Kristi Farner (S), PILD Representative (1 st Yr.)		Terralon Chaney, (1890s) PILD Representative (2 nd Yr.)	
Marina Denny (S), JOE Representative	X	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	Weinstein/Huetteman/Passed

Reports of Officers:

President's Report – Siegelin

Siegelin gave an update on JCEP on them working aggressively on reviewing their official documents and mission. Transitions should begin in May 2022.

Treasurer's Report – Weinstein

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

September Treasurer's Report

Account balance total = \$59,880.87

Net income = (\$1,389.84)

YTD net income: \$4,583.53

Budget Update, September 2021: \$6,790.11

Weinstein reported that the 1st deposit for the conference speaker has been paid. The JCEP award donation has been received. Membership dues for this year and next year have been coming in. Two conference registrations have been paid.

Reports of Committee:

Awards – Rysz, Koundinya

Rysz reported that the committee has selected and notified the winners and will be presenting them to the winners at the December conference.

Rysz mentioned that she has thought about how she can get more people from other states involved with applying for more awards by promotion in other associations. Rysz asked who can nominate for the awards and if people outside the organization were eligible to do so.

Huetteman clarified by saying that only NAEPSDP members can nominate individuals for awards.

Morrison suggested that we have a drop-down menu of eligible members for awards on the application so that only those on the list may be nominated.

Conference – Wilson-Willis, Ford, Bengé

Benge updated the board on the proposals. All proposals have been accepted and presenters have been notified. There was a 72% acceptance rate with a variety of topics and presenters across the regions.

Ford announced that registration is officially open for conference. A tentative schedule has been developed and is in the process of being finalized. The 2nd speaker has been confirmed and the contract will need to be sent along with payment.

Wilson-Willis stated that we are still waiting on the NIFA speaker, and no one has been confirmed from NIFA yet.

Website-Newberry

Newberry was unable to be on the meeting today. Siegelin gave the committee report.

A spreadsheet was created for all the pages on the website and reviewed what is current, what is out of date, what should be combined or revised. The document is in Box at his link if anyone wants to review in the website committee folder.

The website management policy process has begun. It will outline procedures for who updates what section, how updates should be done, etc. This document will be shared with the board for review and approval later.

Revisions for cleaning up and streamlining information have begun.

The Past National Conferences pages have been streamlined into one page and links to agendas and conference proceedings are available where applicable.

The resources section has been streamlined into one page and links and information have been updated.

Discussion

Huetteman discussed the mission statement and strategic planning survey.

Board members gave feedback on the mission statement to start thinking about where the organization is. The feedback was positive, and ideas were given on how to improve the mission statement.

Denny expressed that her concern is making the mission statement too specific and that it can take away from the ultimate purpose of the mission statement.

Sulinski asked if the next steps were planned after the data had been collected. She asked if a subcommittee would be formed to sort through the information and come back with a proposal if any changes have been determined. Huetteman clarified that the next steps would be to look at the strategic plan and bring that into the conversation to help.

New Business

General conference liability policy for NAEPSPD: Weinstein explained that we have two insurance policies for the association. The general liability policy protects the board and the other one is for the conference. The conference policy must be paid a year in advance prior to the conference it will cover. This policy cannot be cancelled so we will end up losing money due to conferences being virtual. The request is to not renew this policy and implement it closer to when there will be an in-person conference.

Huetteman discussed edits/suggestions that came from one of the life members on the constitution/by-laws with language being consistent with members in good standing on elections.

Siegelin briefly discussed the nominations. Wolfork was not in attendance to the meeting. Siegelin will work with Wolfork on getting the ballot out.

MOTION	To not renew the conference insurance policy this year and implement it closer to when there will be an in-person conference.	MOVED/2ND/VOTE	Huetteman/Sulinski/Passed
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MOTION	To accept the changes in the constitution with the language being consistent with members in good standing on elections procedure.	MOVED/2ND/VOTE	Sulinski/Weinstein/Passed
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Announcements

Jones announced that the membership committee will be meeting to discuss the new member reception and the mentoring program. He briefly went over the mentoring program and to let him know if you were not interested in participating in the mentoring program.

Adjourn

Siegelin ended the meeting at 12:46 PM EST.

MOTION	To adjourn the October 7, 2021 board meeting.	MOVED/2ND/	Huetteman/Weinstein/passed
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Next meeting: Thursday November 4, 2021 12:00 p.m. EST via ZOOM.