



Board of Directors and Committee Chairs
Meeting, Monday, November 28, 2022
Via Zoom
Approved Minutes
 Submitted by Alda Norris, Secretary

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| Call to Order – Huetteman | |
| 4:07 PM EST | 15 members present |

| Roll Call – Norris | | | |
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| Officers | | Regional Representatives | |
| Julie Huetteman (NC), President | X | Adeola Ogunade, Northeastern | |
| Teresa McCoy (NC), President-Elect | X | Lisa Kaslon, North Central | X |
| Steve Siegelin (W), Past President | | Craig Rotter, Southern | X |
| Alda Norris (W), Secretary | X | Lendel Narine, Western | |
| Meredith Weinstein (S), Treasurer | X | Cynthia Wilson-Willis, 1890s | X |
| | | Vacant, 1994s | |
| Committee Chairs/Co-Chairs | | | |
| Amanda Rysz (NC), Awards & Recognition | X | Jeremy Elliott-Engel (W), Awards & Recognition | |
| John Diaz (S), Conference | X | Vikram Koundinya (W), Conference | |
| Suzanna Windon (NE), Finance | X | Julie Robinson (S), Finance | |
| Brad Sewell (NC), Membership | X | Cheryl Newberry (W), Marketing | X |
| Sarah Baughman, Professional Development | X | Terrence Wolkoff (1890s), Membership | |
| Steve Siegelin (W), Nominating | | Michelle Gaston, Professional Development | X |
| | | Teresa McCoy (NC), Policy & Resolution | X |
| Liaisons | | | |
| Kristi Farner (S), JCEP PILD Representative (2 nd Yr.) | | Laurie Chandler (NC) JCEP PILD Representative (1 st Yr.) | |
| Jared Morrison (NC), JCEP ELC Representative (2 nd Yr.) | | Mary Fran San Soucie, JCEP ELC Representative (1 st Yr.) | X |
| Marina Denny (S), JOE Representative | X | | |
| Webmaster | | | |
| Tom Payne | | | |
| Guests | | | |
| None | | | |

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| Approval of Consent Agenda – Huetteman |
| A quorum was declared. Huetteman recommended approving November 28 agenda, November 9 minutes, November treasurer’s report (through Nov. 23). |

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|---------------|-----------------------|----------------------------------|-------------------------|
| MOTION | Accept consent agenda | MOVED/2ND/VOTE | Kaslon/Weinstein/passed |
|---------------|-----------------------|----------------------------------|-------------------------|

Discussion: None

Reports of Officers:

President's Report – Huetteman

- Huetteman encouraged everyone to take pictures at the Florida conference and use the hashtag #NAEPSDP2022
- QR codes on the conference name tags will take you to the conference program and social media pages
- Newberry passed along a request to have us post announcements to our LinkedIn and Facebook groups, we can do that directly now instead of through an admin
- Please use the table tent topics in the buffet room to start conversations on shared interests
- PEARS has spun off into an Extension/SNAP-Ed focused company called Canopy, they are a conference vendor this year
- Conference equipment is set up for PCs, not Macs, please talk to Vikram if that will be an issue
- The reception Monday evening will be across the street from the hotel at McSorley's Beach Pub 6-8pm
- Business meeting agenda: Please sit close to the front if you will be speaking, and remind the group what land-grant you are from when you take the podium. Each committee has three minutes to share highlights and recruit for next year. Newberry will take photos of awards recipients in front of banners
- A "Connect" board will be placed in the lobby so people can network for meals, water taxis, etc. as well as a space for people to post ideas for how they are "reimagining extension" (2022 conference theme)

Secretary's Report- Norris

- All End of Year (EoY) reports have been received and are uploaded to Box.com in a separate EoY folder, except for the Conference committee, which will follow up after the conference.

Treasurer's Report – Weinstein

- Full year financial review will be presented during the business meeting
- Weinstein requested that committees start thinking now about budgets for the upcoming year
- Additional sponsorships were key to this year's conference, especially with 50% as new attendees
- Conference choices must be strategic; logo items and sticker placement was intentional for branding
- McCoy asked for suggestions of someone to fill the Treasurer vacancy, Weinstein will help train them

Treasurer's Report (11/23/22)

Account balances total = \$106,919.46

Year-to-Date Expenditures: \$54,865.75

Year-to-Date Income: \$84,304.48

Year-to-Date Net Income: \$29,438.73

Reports of Regional Representatives:

Ogunade, Kaslan, Rotter, Narine, Wilson-Willis

- Rotter asked for suggestions of restaurants for regional group meetings on Wednesday. Huetteman suggested the Thai restaurant, but room for 10 may be a challenge; Rotter will talk to concierge Evelyn
- Kaslan's group will spend half the time networking, then a carousel activity on how to engage members
- Please take photos of any flip chart information collected during Regional meetings to share at January's board meeting

Reports of Committees:

Conference – Diaz & Koundinya

- One additional laptop for use during the conference is needed, can possibly use one from Rysz
- Volunteer vacancies- some folks were not able to attend, so please let Diaz or someone know if anyone is able to help with sessions, tech etc.

Awards & Recognition – Rysz & Elliott-Engel

- Certificates and checks are ready, plaques will be mailed later

Membership – Sewell & Wolkoff

- Board members, keynote speakers and directors are invited to the new member’s reception
- Sewell is working on organizing tables at an Irish Pub after the new member’s reception on Monday

Professional Development- Baughman & Gaston

- We purchased 135 books and IDIs; with the extras, Diaz will host a Feb. 22 webinar and Imani Fields will do a March 29 webinar, both at 3pm EST

Marketing – Stark & Newberry

- Newberry will take a board selfie to post on social media

Nominating – Siegelin

- Silent auction sheets are available at the registration table if you filled out the survey for your items

Policy & Resolution – McCoy

- No report

Finance – Windon & Robinson

- No report

Reports of Liaisons:

JCEP / Extension Leadership Conference (ELC) – Morrison & San Soucie

- San Soucie noted proposals just closed and the 60 submissions are on par with prior years
- Registration is not open yet, more information coming soon

JCEP / Public Issues Leadership Development (PILD) – Farner & Chandler

- No report

Journal of Extension – Denny

- Look for QR code coming soon to website, <https://tigerprints.clemson.edu/joe/>
- This is Denny’s third year, a new JOE representative is needed for next year

Webmaster - Payne

- No report

Unfinished Business

- None

New Business

- None

| | | | |
|---------------|---------|----------------------------------|----------------------|
| MOTION | Adjourn | MOVED/2ND/VOTE | Rotter/Wilson-Willis |
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Discussion: None

Adjourn

4:58 pm EST

