



Board of Directors and Committee Chairs
Meeting, January 11, 2023
Via Zoom
Approved Minutes
 Submitted by Michelle Gaston, Secretary

Call to Order – McCoy

Roll Call – Gaston			
Officers		Regional Representatives	
Teresa McCoy (NC), President	X	Adeola Ogunade, Northeast	X
Matt Benge (S), President-Elect	X	Brenda Allen, North Central	X
Julie Huetteman (NC), Past President	X	Craig Rotter, Southern	X
Michelle Gaston (NC), Secretary	X	Lendel Narine, West	X
Meredith Weinstein (S), Treasurer	X	LaTasha Ford, 1890s	X
		Vacant, 1994s	
Committee Chairs/Co-Chairs			
Jeremy Elliott-Engel (W) Awards & Recognition	X	Lisa Kaslon (NC), Awards & Recognition	
Vikram Koundinya (W), Conference		Lendel Narine (W), Conference	X
Steve Siegelin (W), Finance	X	Julie Robinson (S), Finance	X
Cheryl Newberry (W), Marketing	X	Hannah Gerken (W), Marketing	X
Brad Sewell (NC), Membership	X	Tearney Woodruff (S), Membership	
xx Professional Development		Emily Lane Smith (S), Professional Development	
Julie Huetteman (NC), Nominating	X		
Matt Benge (S), Policy & Resolution	X		
Liaisons			
Kristi Farner (S), JCEP PILD Representative (2 nd Yr.)		Laurie Chandler (NC) JCEP PILD Representative (1 st Yr.) – starting in April 2022	
Jared Morrison (NC), JCEP ELC Representative (2 nd Yr.)	X	Mary Fran San Soucie (W), JCEP ELC Representative (1 st Yr.)	X
Steve Siegelin (W), JOE Representative	X		
Guests			
Amanda Rysz			

Approval of Consent Agenda – McCoy			
MOTION	Approve consent agenda	MOVED/2ND/VOTE	Weinstein/Rotter/passed

Reports of Officers:

President’s Report – McCoy

- November and December 2022 minutes will be shared for approval next month.
- Conflict of Interest Policy will be sent out to the board members to sign.
- Committees should begin working on their plan of work which is due March 31.
- Emily Lane Smith will co-chair the professional development committee, still in need of a chair.

Secretary's Report – Gaston

- All board and committee members will have access to Box for file storage.

Treasurer's Report – Weinstein

- Weinstein plans to update the format of the financial report.
- One awardee has not cashed their check, which becomes a 2023 tax liability.
- AFRI funds have not been received yet to offset the expenses.
- One person has not paid for the conference. T will ask the finance committee for a policy for uncollected debt.
- Complete Treasurer's Report and Budget Update were emailed prior to the meeting.

Treasurer's Report (12/31/22)

Account balances total = \$100,167.64
 Year-to-Date Expenditures: \$56,123.84
 Year-to-Date Income: \$73,410.75
 Year-to Date Net Income: \$17,286.91

Reports of Regional Representatives:

Ogunade (NE), Allen (NC), Rotter (S), Narine (W), Ford (1890)

- NE – Working on increasing participation.
- NC – Nothing to report.
- S – Working on membership goals.
- W – Getting folks lined up to help with the conference.
- 1890 – Jan 23 to speak at an event and hope to grow awareness of NAEPSDP.

Reports of Committees:

Awards & Recognition – Elliott-Engel & Kaslon

- Elliott-Engel has been receiving committee info from the previous chair.

Conference – Koundinya & Narine

- Would like to hold the May board meeting at the Salt Lake City hotel for those who are able to travel (+Zoom option).

Finance – Siegelin & Robinson

- Seeking temporary guidance on allocating funds between accounts with a suggestion of \$25,000 at start of year in the checking account with the balance in savings.
- Would like authorization for the finance committee to pursue an investment policy and advisor to help invest funds.
- Presentation of 2023 budget. Highlights: Wild Apricot fee increases, funds to hire a tax professional, offer \$3,000 to provide support to President, President-Elect, and Past President for attendance at the PILD conference. The 2023 budget shows income over expenses of \$1,700.
- There are designated funds for scholarships and awards.

Marketing – Newberry & Gerken

- The committee will meet the last week of January. Newberry will lead the newsletter and Gerken will lead the website. Newsletters will go out every 2-3 weeks.

Membership – Sewell & Wolfork

- The first membership meeting of the year will be on January 24.

Nominating – Huetteman

- No report.

Policy & Resolution – Bengé

- No report.

Professional Development – TBD & Lane Smith

- Emily Lane Smith will be the co-chair.

Reports of Liaisons:

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

- ELC is February 7-9 and registration is open (\$450) <https://www.jcep.org/elc/2023>

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

- PILD is April 16-19. There will be a virtual pre-conference activity to prepare attendees.

Journal of Extension – Siegelin

- No report.

Webmaster – Payne

Unfinished Business

- No unfinished business.

New Business

MOTION	Treasurer is authorized to start each year with \$25,000 in checking and the balance in savings.	MOVED/2ND/VOTE	Huetteman/Rotter/Passed
MOTION	Authorize finance committee to pursue an investment policy and advisor to help invest funds.	MOVED/2ND/VOTE	Huetteman/Benge/Passed
MOTION	Accept the proposed 2023 budget as presented. (Discussion: Webinar transcription was not included, can rely on Zoom or request funds if deemed necessary.)	MOVED/VOTE	Ogunade/Passed

Benge initiated a conversation about offering the annual conference in-person every other year.

- If in-person, need to get ahead of the planning with an intentional strategy.
- Several prefer the in-person conference every year.

- The timing of starting on the Monday after Thanksgiving is tough; consider shifting to at least later that week.
- The executive committee will pursue a survey to membership (current and past) to inquire about conference timing and format.

Adjourn

MOTION	Adjourn the meeting.	MOVED/2ND/VOTE	Rotter/Allen/Passed
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Next meeting: Wednesday, February 8, 2023, 1 p.m. ET via Zoom.