

NAEPSDP

National Association of Extension Program & Staff Development Professionals

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

Call to Order – McCoy called the meeting to order at 1:02 p.m. with 14 in attendance.

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		Craig Rotter, Southern	
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		Lisa Kaslon (NC), Awards & Recognition	
Vikram Koundinya (W), Conference		Lendel Narine (W), Conference	x
Steve Siegelin (W), Finance	x	Julie Robinson (S), Finance	
Cheryl Newberry (W), Marketing	x	Hannah Gerken (W), Marketing	x
Brad Sewell (NC), Membership		Tearney Woodruff (S), Membership	x
Meghan Loughlin-Krusky (NC), Prof. Development		Emily Lane Smith (S), Professional Development	x
Julie Huetteman (NC), Nominating			
Matt Benge (S), Policy & Resolution	x		
Liaisons			
Laurie Chandler (NC) JCEP PILD Representative (2 nd Yr.)	x	Meghan Loughlin-Krusky (NC), JCEP PILD Representative (1 st Yr.)	x
Mary Fran San Soucie (W), JCEP ELC Representative (2 nd Yr.)		Kimberly Gay (S), JCEP ELC Representative (1 st Yr.)	
Steve Siegelin (W), JOE Representative			
Guests			

Approval of Consent Agenda – McCoy			
MOTION	Approve consent agenda.	MOVED/2ND/VOTE	Allen/Weinstein/Passed

Reports of Officers:

President's Report – McCoy

- Notice to the membership about the business meeting and amendments to the constitution and bylaws and operating procedures to be sent October 20.
- 2nd PILD representative filling vacant position will be Meghan Loughlin-Krusky.
- Two university conference sponsors to date are Ohio State (President's reception) and US Davis.
- Post-Conference tours are being organized for Park City and Qualtrics headquarters.

Secretary's Report – Gaston

- Reminder to keep using Box to archive committee and board work.

Treasurer's Report – Weinstein

Financial Report was sent via email. Final AFRI grant payment has been made, to date there are 79 conference registrants, the keynote speaker payment has been mailed, and the order was placed for swag bag items.

Treasurer's Report (9/30/23)

Account balances total = \$154,528.31
Year-to-Date Expenditures: \$6,349.33
Year-to-Date Income: \$60,710.00
Year-to Date Net Income: \$54,360.67

Reports of Regional Representatives:

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

- NE – Conference hotel bids for the 2025 conference in the NE have been provided and a location will be selected soon.
- NC – Promotions for this year's conference have been made.
- 1890 – Updates are shared with members, they have hosted a happy hour, working with membership committee for the first time attendees/new members to complete missions in the Goose Chase app.

Reports of Committees:

Awards & Recognition – Elliott-Engel & Kaslon

- McCoy reported there was at least one applicant per category.

Conference – Koundinya & Narine

- Koundinya and McCoy met with the conference hotel regarding AV needs. Utah is providing the projectors and computers.
- Menu is being finalized and additional hotel rooms have been added to accommodate registrants.
- Registration will be extended until October 22.
- Conference schedule needs to be sent out to the speakers.
- San Soucie will be coordinating on-site volunteers.
- Plan to donate items for the silent auction. Funds provide scholarships for first time conference attendees.

Finance – Siegelin & Robinson

- Will explore if some of the available funds should be put in investments.

Marketing – Newberry & Gerken

- A PowerPoint slide template for the conference for general sessions and to be shared with presenters.

- Swag items for conference include eyeglasses cleaner, highlighters, and a travel tech bag.
- The deadline for the next newsletter is November 5 for the November 8 newsletter.

Membership – Sewell & Woodruff

- Goosechase mission ideas send to Brad or Latasha.
- Mentorship survey will be sent out this month.
- Nov 15 at 3pm ET virtual orientation for new attendees/members.
- 5-6 pm new member reception at hotel bar; 6-7 open to all members
- Might have facilitated discussions at lunch time during the conference

Nominating – Huetteman

Election results for 2024 board members are:

- President Elect – Kristi Farner
- Treasurer – Mary Fran San Soucie
- Secretary – Michelle Gaston
- Northeastern Regional Representative – Pat Wills
- Southern Regional Representative – Cheryl Newberry
- The new board members (including President – Matt Bengé) will be installed during the business meeting at the annual conference in Salt Lake City.

Policy & Resolution – Bengé

- Considering the DEI task force to become a select committee. There are minor edits from the DEI task force for the constitution and by-laws. Reviewing the constitution and by-laws about language for changes going to the board first.

Professional Development – Loughlin-Krusky & Lane Smith

- Plans will be made for the Unconference Roundtable at the conference during the next professional development meeting.
- Plans for Virtual Summer School will be underway, so start thinking of potential topics. It will be good to get a long-term plan for VSS in place.

Reports of Liaisons:

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

- Proposals are due October 13. jcep.org

JCEP / Public Issues Leadership Development (PILD) – Chandler & Loughlin-Krusky

- Proposals are due October 13. jcep.org

Journal of Extension – Siegelin

- Three will be three issues this fall to help with the backlog. The board is talking about how to shorten up the submission/publication timeline.

Unfinished Business

No further unfinished business.

New Business

No new business.

Adjourn			
MOTION	Adjourned at 2 p.m.	MOVED/2ND/	Allen / Weinstein

Next meeting: Wednesday, November 8, 2023, 1 p.m. ET via Zoom.