

NAEPSDP

National Association of Extension Program & Staff Development Professionals

Board of Directors and Committee Chairs

Meeting, August 9, 2023

Via Zoom

Unapproved Minutes

Submitted by Michelle Gaston, Secretary

Call to Order – McCoy
1:03 p.m. – 17 in attendance

Attendance			
Officers		Regional Representatives	
Teresa McCoy (NC), President	x	Adeola Ogunade, Northeast	x
Matt Benge (S), President-Elect	x	Brenda Allen, North Central	
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	
		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	x
Cheryl Newberry (W), Marketing	x	Hannah Gerken (W), Marketing	
Brad Sewell (NC), Membership	x	Tearney Woodruff (S), Membership	
Meghan Loughlin-Krusky (NC), Prof. Development		Emily Lane Smith (S), Professional Development	x
Julie Huetteman (NC), Nominating	x		
Matt Benge (S), Policy & Resolution	x		
Liaisons			
Laurie Chandler (NC) JCEP PILD Representative (2 nd Yr.)	x	Deb Patra (NE), JCEP PILD Representative (1 st Yr.) – starting in May 2022	x
Mary Fran San Soucie (W), JCEP ELC Representative (2 nd Yr.)	x	Kimberly Gay (S), JCEP ELC Representative (1 st Yr.) – starting in May 2022	
Steve Siegelin (W), JOE Representative	x		
Guests			

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

Reports of Officers:**President's Report – McCoy**

- McCoy reported there is lots of great work going on at the committee level.
- There is a sponsorship letter that will be updated for 2023 shared with the board in hopes that board members will ask their universities to be sponsors. An invoice can be provided if needed.
- A \$5,000 sponsorship request has been made to Qualtrics.
- Some folks were having trouble booking rooms, it might be use of the browser.

Secretary's Report – Gaston

No report.

Treasurer's Report – Weinstein

Financial Report for June and July were sent via email.

Treasurer's Report (6/30/23)

Account balances total: \$111,806.12
 Year-to-Date Expenditures: \$4,715.25
 Year-to-Date Income: \$16,353.73
 Year-to Date Net Income: \$11,638.48

Reports of Regional Representatives:**Ogunade (NE), Allen (NC), Rotter (S), Narine (W), Ford (1890)**

NE – Members have been kept updated on upcoming events. 2025 conference will be held in the NE region.
 NC – The Leadership conference will be in April.
 S – Would be nice to send notes out to those in each region for their submissions and acceptances of conference sessions/posters.
 W – No report.
 1890 – No report.

Reports of Committees:**Awards & Recognition – Elliott-Engel & Kaslon**

- September 1 is the deadline. Regional representatives will be the review committee this year.

Conference – Koundinya & Narine

- Conference proposals are being reviewed.
- Exploring a shuttle from the hotel to Park City on Thursday after the conference ends. The cost will be approximately \$60 per person.
- In September, communications will start going out about the Silent Auction.

Finance – Siegelin & Robinson

- The finance committee had a conversation with Weinstein about what could/should be outsourced. The association's process has been streamlined and most payments are now made by and accepted with credit card. If the board wants to consider additional services, the topic can be revisited at a further time.

MOTION

Outsource tax preparation.

MOVED/2ND/VOTE

Huetteman/Rotter/Passed

Marketing – Newberry & Gerken

- The committee is working on new website design.

- A digital signature has been designed that can be added to one’s email signature.
- The next newsletter will be sent September 6.
- The question was raised whether regional directors are sending out a welcome letter to new members. This will be explored.

Membership – Sewell & Woodruff

- Sewell will talk to the conference committee about the on-site new member/attendee reception.
- The committee will possibly host a virtual meet up prior to the annual conference.

Nominating – Huetteman

- Board nominations are open through August 31.

Policy & Resolution – Bengé

No report.

Professional Development – Loughlin-Krusky & Lane Smith

- Virtual Summer School had good attendance this year. The overall VSS evaluation was just emailed.
- Unconferences are underway. The next Unconference is scheduled for August 24, but conflicts with PLN in the southern region. The committee will proceed with having it since the conflict only impacts a small number of the membership.

Reports of Liaisons:

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

- The ELC call for proposals should be coming out next week. ELC will be held February 14-15, 2024, in Tampa.

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

- The PILD first planning committee was last month. PILD will be held April 15-17, 2024, in Arlington, VA. Call for proposals will be sent this month. JCEP will be ending some scholarships, but there may be an opportunity to shift money over from the past presidents’ donations.

Journal of Extension – Siegelin

No report.

Unfinished Business

No unfinished business.

New Business

No new business.

Adjourn

MOTION	Adjournment at 2:05 p.m. ET	Moved/2nd/	Rotter/Gaston
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Next meeting: Wednesday, September 13, 2023, 1 p.m. ET via Zoom.