**January 15, 2021 Board Meeting Minutes**

**START TIMES: 9 a.m. (PACIFIC) ● 10 a.m. (MOUNTAIN) ● 11 a.m. (CENTRAL) ● noon (EASTERN)**

 **Agenda**

* **Welcome/Call to Order** ~ *Adam Hodges*
* **Roll Call** ~ *Crystal Tyler-Mackey*
	1. Adam Hodges
	2. Nancy Bowen
	3. Jamie Menon
	4. Brian Raison
	5. Crystal Tyler-Mackey
	6. Ricky Atkins
	7. Jan Steen
	8. Molly Donovan
	9. Russ Garner
	10. Tamara Ogle
	11. Susan Jakes
	12. Melinda Grismer
	13. Katie Hoffman
	14. Michael Dougherty
	15. Susan Kelly
	16. Michelle Eley
	17. Peggy Schlechter
	18. Jamie Rae Walker
* **Approval of the agenda** ~ *Adam Hodges*
* Melinda made motion to approve. Susan Kelly seconded. Approved.
* **Approve December 15, 2020 Minutes** ~ *Crystal Tyler-Mackey*
* Nancy made motion to approve. Melinda seconded. Approved.
* **Treasurer’s report - Accept and file** ~ *Nancy Bowen*
* Nancy shared report and recommended that we move $35,000 from our primary checking account to the Vanguard account as has been done in previous years. Vanguard currently has $18,600 in it.
* **The Association Source** ~ *Ricky Atkins, NACDEP Executive Director*
* Report filed. Picked up 100 or so renewals and are at 160. We are still in the grace period for another 60 days. Still working on the website. Received an addendum from Couer D’Alene and is reviewing it for 2023 conference. Ricky has also set up the Zoom account for NACDEP.

**Partner Reports**

* Natl. Institute of Food & Agriculture (NIFA) ~ *Brent Elrod*
	+ Not able to join call but filed report.
* Regional Rural Development Centers Rep. ~ *Riana Gayle*
	+ Not able to be on call and reported there were no new announcements.

**Standing Committee Reports**

* Finance Committee ~ *Daniel Eades*
	+ Not on call. Committee starting to work on conference finances.
* Communications Committee ~ *Jan Steen, Jaime Menon*
	+ Report filed. Facebook has seen a big growth since start of the year. Instagram has seen 25-28 people engaging on recent posts. Jaime has been working with Mike to gauge what platforms people are using to determine where best to put most energies. Right not it’s Facebook. Jan shared that newsletters are at an all-time peak. March 12 is the next meeting. Will plan to meet via email to do any support for conference.
* Marketing Committee ~ *Emily Proctor*
* Member Services Committee ~ *Michael Dougherty*
	+ Next webinar addresses community economic development. Also seeking ideas for new member orientation and invited board members to join the planning session for the orientation.
* Resolution and Policy *~ Susan Kelly*
	+ Committee has been formed and will be meeting in February. An upcoming newsletter will seek input.
* Recognition Committee ~ *Rachel Welborn/ Tamara Ogle*
	+ Awards portal is open until February 26. Committee highlighted award winners in the most recent newsletter. Encouraged thinking about people to nominate for JCEP and service awards
* Development Committee ~ *Adam Hodges/ Peggy Schlecter*
	+ Working on silent auction for the upcoming conference
* Historian Report ~ *Stacey McCullough*
	+ Not on call
* Nominations Committee – *Susan Kelly*
	+ Crystal shared the results of the elections. Results are: President elect - Rebekka Dudensing; Treasurer - Daniel Eades; North Central Region Rep - Kara Salazar; 1890's Rep - Joy Moten-Thomas; Western Region Rep - Katie Hoffman McFarland

**Updates from the Regions & Partners**

* Northeast ~ *Molly Donovan*
* North Central ~ *Brian Raison*
	+ Generating excitement about the conference.
* Southern ~ *Susan Jakes*
	+ Pushing for proposals for the conference and Mississippi looking to start a state chapter
* Western ~ *Katie Hoffman*
	+ Set up a Western region webpage and will be communicating soon
* 1890 ~ *Michelle Eley*
	+ Working to get 1890s group together on a Zoom soon
* 1994/FALCON ~ *Yvonedda (Henry) Thompson*
	+ Not on call
* Joint Council of Extension Professionals (JCEP) ~ *Susan Kelly/Adam Hodges/Melinda Grismer*
	+ Melinda has been oriented and ready to go.
* Journal of Extension ~ *Jamie Rae Walker*
	+ Jamie Rae raised need to discuss the mismatch between timing/terms of the JOE appointment and NACDEP liaison appointment.
* PILD ~ *Russ Garner, Nadine Sigle*
	+ Committee recommended that PILD be virtual. In person dates April 12-14 but may shift if virtual

**Conference Reports**

* 2021 Conference – *Katie Hoffman/Melinda Grismer*
	+ Conference committee members have all agreed to stay onboard for 2023. Fundraising committee working on letters to request carryover of funds to 2023. Should the agenda from last year’s virtual conference stay as is or make adjustments? Susan Jakes suggested keeping it as a good starting point. Brian suggested keeping off the Sunday night but adding the Friday before. Seemed to work well. Brian is open to meet with the 2021 committee to discuss the virtual components of the session. Susan Kelly asked if maybe SRDC will host the splash page. Susan Kelly will be happy to support as well. Susan Kelly also encouraged asking sponsors to support both 2021 and 2023 conference. Should be clear in the registration on what dates to hold. Jan reminded that those setting up Zoom links should include the “record automatically” button so no one has to remember. Jan will be editing anyway.
* 2022 Conference – *Melinda Grismer*
	+ Excited and working on 2022 conference. Will be working to set up a board retreat in-person. The group is excited to be together again.

**Unfinished Business**

* None

**New Business**

* None

**Comments and Announcements**

* None

**Adjourn**

Brian made motion to adjourn. Susan Jakes seconded. Adjourned at 12:50pm ET

**Next Zoom Board mtg. is February 19, 2021 at 12:00 Eastern Time**

Board meetings are by Zoom on the 3rd Friday of each month.

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**Strategic Plan focus areas:**

* Priority #1: Communication Strategy
* Priority #2: Member Engagement
* Priority #3: Financial Stability
* Priority #4: Committee/Board Structure and Function

Future Meeting Dates (3rd Friday of each month):

February 19, 2021

March 19, 2021

April 16, 2021

Pre-Conference Board Meeting - May 16, 2021

Annual Business Meeting May 17