

Kansas Association of Community Development Extension Professionals Fall 2019 Meeting Minutes

October 22, 2019

KSU Student Union Flint Hills Room, Manhattan, KS

The fall 2019 meeting of the KACDEP association was called to order with a quorum present at 2:02 p.m. in the Flint Hills Room at the KSU Student Union on the KSU Campus in Manhattan with the following members in attendance: David Key, Cindy Evans, Trudy Rice, Ron Wilson, Nancy Daniels, Nadine Sigle, Amanda Marney, John Forshee, Jan Steen, Jaime Menon, Fran Richmond, Jim Lindquist, Tara Markley, Marlin Bates and Gary Fike.

Marlin welcomed guests Nozella Wyandotte and Jennifer Brantley to the meeting.

Cindy Evans moved to accept the agenda as presented with a second provided by John Forshee with the motion being approved.

John Forshee moved to accept the June 25, 2019 Special Meeting Minutes noting the addition of Cindy Evans to the attendance roster with a second provided by Nadine Sigle to approve the amended minutes with the motion being approved.

Executive Committee Report

- a. Chair – Marlin Bates thanked the membership for their support during the past year and commended the committee members and executive officer team for their work to further the organization.
- b. Past Chair – Jan Steen noted seven formal executive planning meetings were held and 3 regional NACDEP Association meetings were held during the past year in addition to our special June KACDEP Association meeting.
- c. Secretary/Treasurer – David Key mentioned the work of the budget committee and noted the need to meet again just prior to the annual meeting to make needed changes to the budget and the request of a dues increase.
- d. Chair Elect – Tara Markley had no report

At 2:10 p.m. Program Leaders Robin Reed ANR Coordinator, Wade Weber 4-H, Gayle Price Family and Consumer Sciences, and Trudy Rice Community Vitality requested time on the agenda to meeting with association members to discuss some programing challenges for members to think of ways to get out of “program silos” and start programming with the use of Agent Signature Programs. The team announced will be future program training for agents to use the PEARs signature action plan surveys and that on Thursday morning of annual conference there will be three cross disciplinary issue sessions presented to encourage cross disciplinary programming: Local Food Systems, Rural Stress and Succession Planning (Civic Leadership, Farm and Business). Further conversation followed with how these issue groups relate to the PFT work and the Grand Challenges.

Standing Committee Reports

Membership: Ron Wilson had no report but noted committee activity prior to his leadership appointment mid-year to revamp the committee structure.

Policies and Procedures: David Key presented proposed bylaws changes were circulated noting an earlier email notice of the proposed changes and a mention of the committee work that was completed to make the changes to the bylaws with notes on changes to membership definitions and exclusivity proposed dues structure

Budget/Fundraising: David Key presented budget committee report for 2019-2020 noting changes to the NACDEP dues with proposed changes to come due to the proposed actual budget due to the addition of the Pre-Conference professional development meeting that was a successful fundraiser. He noted a national dues increase of \$15 dollars making the proposed dues \$140.00

Awards/Recognition: Fran Richmond and Tara Markley presented the awards and recognition committee report and encouraged members to apply for the awards available next year.

Cross Program Team Award: Youth Community Perceptions/Youth Civic Engagement with team members Jan Steen, Nadine Sigle and Jaime Menon

Excellence in Community Development (Individual): Marlin Bates for Harvesting Opportunity in Kansas

KACEP Distinguished Career Award to Trudy Rice

Nominating Committee: Jan Steen presented a committee report noting Mandy Marney will be nominated Chair-elect, Jaime Menon will serve as Secretary/Treasurer, Marlin Bates will serve as Vice-President for KSJCEP and he will serve with Tara Markley on the KSJCEP Board of Directors

Appointee Reports

KS-JCEP: One face to face meeting in October was held along with new agent association meetings twice a year where each agent association presents to the new agents at their training about joining a professional association. Tara talked about KSJCEP Association meeting with Administrators in early October with a special session related to 4-H with discussion about the CVENT registration system and that the 4-H Membership fee will no cover all 4H members and leaders. That session was followed by the regular session after lunch with discussion about reporting and how we report program activity and how to work and manage staff. There was also discussion related to professional development association involvement. A discussion was also held about agent well-being and why it is important to deal with stress internally and has an organization.

CV-PFT Professional Development Representation: Cindy Evans mentioned the spring 2019 CVT-PFT Professional Development retreat in June in Wichita that she helped coordinate with Nancy Daniels planned related to civic engagement.

Annual Conference Committee Representation: Jaime Menon reported on the new annual conference structure and agenda items changes and how the changes came about. Jaime made comments about the results of the 2018 annual conference surveys and how they implemented changes based on the survey results. Jaime mentioned that there will need to be a new KACDEP member to represent on the Annual Conference Planning Committee for 2020.

Discussion was then held following committee reports by Nadine about the possible inclusion of National NACDEP committee representation reports at future KACDEP meetings.

Old Business

Bylaws Revisions: Fran moved to accept the proposed KACDEP association bylaws as presented with a second provided by Nadine. The was no discussion and motion was approved.

Association Professional Development Efforts: Marline mentioned the challenge to offer a professional development event after the June KACDEP meeting in Wichita with result being the preconference Annual Conference professional development training. Marlin felt this year's offering was a success and there should be further discussion about its future. Ron Wilson then mentioned the all campus KSU Leadership Event offered annually in the spring on campus and mentioned the need to have a KACDEP member be a representative. Marlin then challenged the

group to do one of three things in regards to the pre-conference professional development opportunity: 1. Change the name and responsibility of the membership committee. 2. Do nothing 3. Let the Exec. Committee handle it. Tara mentioned that the Exec. Committee could move forward. Nadine mentioned the chair could appoint a new committee. Discussion continued with how this related to PFT work etc. Tara moved that the membership committee be changed to the Membership/Professional Development Committee with Mandy providing a second to the motion. The motion passed.

New Business

Acceptance of Treasurer's Report: Tara moved to accept the treasurers report as presented with a second provided by Jim L with the motion being approved.

Acceptance of 2020 Budget: Jim L moved to accept the 2020 budget as adjusted (JCEP dues to \$5.00 with KACDEP dues being \$45.00 and to add to projected income and expenses for annual event registrations (\$4000 revenue \$2500 expenses) Nancy provided a second and the motion was approved as corrected.

Election of Officers: A motion was made as presented by Jan Steen from his committee report to elect the following members to officer positions: Chair-elect Mandy Marney Secretary/Treasurer- Jaime Menon. The motion was approved (no second was recorded)

Plans for the transition of the KACDEP Treasury and account signors (Marlin, Tara and Jaime) on the checking account were discussed. It was determined that the following officers will be listed on the checking account at KSU-FCU in Manhattan for KACDEP: Past Chairperson Marlin Bates, Chairperson Tara Markley and Secretary/Treasurer Jaime Menon. Plans will be made to meet in late 2019 to transfer signatory authority.

Committee Assignments: A motion was made by Cindy with a second provided by Nancy D to approved the following members to serve on the KS-JCEP Board-KS JCEP Vice Chair-Marline Bates, Board of Director Positions Tara Markley and Jan Steen. Motion approved. A sign-up sheet was circulated among the membership for sign up for various committee assignments.

Jan moved to appoint Cindy Evans as our association annual conference planning committee representative with John providing a second. Motion approved.

Approval of financial support for PILD representation: Cindy made a motion to provide a \$500 scholarship to Mandy Marney to attend PILD or a designated substitute conference. The motion was approved (no second was recorded)

CVT-PFT Professional Development Workgroup: Nancy Daniels and David K agreed to serve as the workgroup for the 2020 year.

Announcements

Marlin reported that the 2019 KACDEP Social Gathering @ Annual Conference will have 21 attending with a meal served at Little Apple Grill north of Manhattan.

Marlin reported that the 2020 National NACDEP Meeting will be May 31- June 3, 2020 in Portsmouth, NH. He encouraged members to attend.

Meeting Adjourned at 3:46 p.m.

Respectfully Submitted

David Key
KACDEP Secretary/Treasurer