



## **March 20, 2017 ACE Board Conference Call, 3-5 p.m. Eastern**

### **Call to Order – ACE President Steve Miller**

#### **Roll Call**

President Steve Miller, President-elect Suzanne Steel, Vice President Elizabeth Gregory North, Membership Director Beth Forbes, Research Director Courtney Meyers, Professional Development Director Victor Villegas, Marketing Director Dennis Thomas, Learning Community Director Mary Wirth

Non-voting: Executive Director Holly Young, Treasurer Becky Koch, Development Officer Donna Sheffield, Marketing Director-elect Matt Browning, Professional Development Director-elect Craig Woods; Vice President-elect Doug Edlund; Retiree Director-elect Linda Benedict

Absent: Past President Brad Beckman, Retiree Director Janet Rodekohr, Research Director-elect Lauri Baker, Learning Community Director-elect Lori Greiner, Membership Director-elect Tobie Blanchard

#### **Agenda Review - Steve**

#### **Approve February, 2017 minutes (includes electronic votes)**

Motion to approve from Elizabeth, second from Mary. Approved.

#### **Approve Financial Reports**

Becky noticed that the spreadsheet shows the most recent month, while the summary shows the most recent information available. She noted that dues income is quite a bit lower than this time in 2016.

Motion to approve Suzanne, second from Elizabeth. Approved.

#### **Welcome to new directors-elects**

#### **Officer Reports**

President – Received professional award nomination for Robert Casler. He also signed the MOU with David Doerfert as the new executive editor of JAC. Craig will discuss a leadership type of institute. Joanne Littlefield, representative to JOE, and wondered if there is any information ACE would like to share with her prior to the meeting. Elizabeth felt sharing what we could offer the Extension system. Linda Benedict, past ACE representative to JOE, it's a good fit to share what we could offer.

President-elect – ACE 2018. First meeting of the planning Brian Meyer, Victor, ChaNae, Maggie, Robert C., XX, Donna Sheffield, and Susan McGinley. Oct 9 or 16 week. Diane Johnson is working on arranging this meeting for us. It will be a day longer for the board.

Vice President – Finalizing RFP document. The new ACE web presence: met with staff working on it. We recommend setting up test pages for the board to review and respond. The board has seen the top level, but still working on lower level pages for review.

## **Executive Director Report**

The ACE Critique and Awards program continues, with critiques being sent to ACE members at this time. What she has discovered is that the judges are awarding multiple awards in several of the categories, so it has been taking more time. Holly must then contact the individual judge and ask him/her to select appropriate winners. In some cases, we have needed to work with Submittable to change actual numbers to reflect these changes.

Holly has been taking notes on how well the critiques are written, as has Suzanne, by individual judges. She wants to use them as examples during the face-to-face meeting with the learning community chairs at this summer's annual conference.

She continues to work with Becky Koch on finances. The "new and improved" spreadsheet is amazing, and provides exact details. There are still memberships coming in, and I sent out the Update again this month.

### **Director reports**

Learning Communities – Criteria for awards discussion. Suzanne, how many awards should be distributed? Put it back to LC.

Motion: change the language on the website to change the classification of awards on the website where it says only one award per LC; academic and research, then the LC could make the nomination. Product versus professional level award. Look at the professional disciplines, versus LC "titles." Suzanne – need to address academic/research and then with other LCs to see where there may be some changes needed. MW – what is the purpose of these awards? Remove it from the web.

Mary withdrew her motion. Courtney removed her second.

ADD HER REPORT> finalizing speakers, with \$2,500 requested from board.

Membership – Beth: Update out today. Suzanne on membership, last year, started calling. We need to start thinking about a strategy now. Is there another approach we should take?

Holly will export the list from WA who haven't yet paid dues.

Marketing – Matt Browning: mock up of postcard. April 13-14 will travel to Dennis to put together video testimonials for ACE. Reconvene marketing committee to brainstorm production of that effort. Should have a video mock-up to share.

Professional Development – adding more webinar info on FB. Two upcoming webinars.

Research – working on JAC the demo site and it's being finalized. Research papers will be during the conference this year and not prior.

Development Officer – Donna sent the board notes from Friday's Development meeting where survey results were discussed. Donna is going to focus on past projects so they can be placed on the website.

Leadership training – Craig Woods

Volunteered to do some leg work for leadership institute. Talked to Larachelle and Beth with. Generally, concerns would it be early or mid-career? What kind of resources and time would need to be committed. Looking at previous alumni getting them together at the conference as kind of working meeting. Going forward, based on Beth and LaRochelle's conversation, collect info from previous leadership institute, there is a website at LSU from the last LI that's still up. And then survey past participants and current membership.

Personally, C is involved in Oklahoma leadership, trying to wrap up a master's in education, so it would be a creative component for his master's. Beth noted a report was pulled together about what the program was about, and she will try to track that down and send to Craig.

Whatever happened to the curriculum, if we could find it, save money. Steve discussed with UNL. Also can't envision same type of format as previous, too expensive. With board's blessing, he will continue investigating.

### **Old business**

Web page update – Elizabeth – should email review items this week or next

C&A Update – Suzanne, Holly About halfway through. Maybe missing out at promoting it more. Are there too many categories as well.

RFP Update – Beth, Suzanne, Elizabeth

RFP is now posted on the website. They sent it to five listservs, deans, research and extension directors. Posted on the association management site, received several inquiries. Due date for receiving the proposals is April 3. Goal of at least one presentation in June. The final decision would be at the fall board meeting. One firm organizes AAEA, another more towards electronic efforts.

### **New Business**

Reuben Brigham Nomination Approval

Forrest Laws –

Beth moved to approve, second from Mary. Approved.

LC leaders meeting at conference

Steve talked about the importance of LCs to the organization. Ask those who present at the conference present again as a webinar.

### **Other**

Meeting adjourned at 4:15.