

JCEP Board Meeting
April 10, 2025 - 2:00 pm - 3:30 pm ET
In Person in Arlington, VA
AND
Via Zoom

Minutes

Present for all or part of the meeting: Phil Durst; Rick Griffiths; Bernie Wiesen; Alyssa Walden; Kieth Mickler; Travis West; Daphne Richards; Erika Lyon; Rebekka Dudensing; Erika Lyon; Crystal Tyler-Mackey; Michelle Eley; Jennifer Wilson; Jamie Menon; Jennifer Bridge; Kevin Zobrist; CHMS representative Chellie Blondes

Guests - New Board Members -Kasey Bozeman; Leslie Boby; Lisa Ingram; Dianne Christiansen

Guest - Scott Hawbaker, new JCEP Executive Director

Phil Durst called the meeting to order at 8:40 am and welcomed the group.

Adoption of Agenda & Minutes

MSP – Move – Walden – Second – Wiesen – to adopt the agenda. Motion passed.

MSP - Move -West - Second - Mickler - to approve the March 2025 minutes. The motion passed.

Treasurer's Report/Investment Report

Rick Griffiths reported the following -

- Griffiths Reminded the group that the financials are a snapshot in time. Expenses are coming in and going out during the month.
- Griffiths reviewed the financials in detail as new board members are in attendance.

MSP - Move - Bridge - Second Wilson - to accept the Treasurer's Report. The motion passed.

Introductions

- **The group went around the room and introduced themselves.**
- **The new executive director, Scott Hawbaker introduced himself and shared his background.**

President Report

Durst reported the following -

- Durst reminded the group of the mission of JCEP and encouraged everyone to become involved in the organization.
- The group discussed JCEP and the opportunities for the future.

New Officer Candidates Address the Board

The following candidates were presented as the incoming executive team.

- President Elect - Alyssa Walden
 - Walden spoke to the group regarding her background.
- Secretary/Treasurer-elect - Scott Jensen
 - Due to travel issues Scott Jensen was unable to speak to the group.

Committee Appointments

- Oversight & Accountability Committee Vice Chair - Jennifer Wilson
- Scholarly Activity Committee Vice Chair - Kevin Zobrist
- Professional Development Committee Vice Chairs - Michelle Eley and Jennifer Bridge
- Strategic Partnership Committee Vice Chair - Kristi Carpenter

Election of officers

MSP - Move - Mickler - Second - Wiesen - to close the nominations and approve the new officers. The motion passed.

Installation of New Board Members

ACTION: The new board members were installed as JCEP board members.

ACTION: The new JCEP president and treasurer were installed for the 2025 - 2026 membership year.

Committee List

Phil Durst reviewed the responsibilities of the JCEP committees listed below.

- Professional Development
 - PILD
 - ELC
- Strategic Partnerships
- Scholarly Activity
- Oversight and Accountability

The group discussed potential additional responsibilities for committees. These included adding the following.

- Marketing
- Webinars

2024-2025 Committee Reports of Accomplishment

- Strategic Partnerships - Crystal Tyler-Mackey

Discussed the difficulty in working on the committees as the past chair and some members have not been active.

- Oversight and Accountability - Erika Lyon, Chair

Discussed reviewing minutes to ensure actions are in the policy manual, discussing audit and financial transparency, reviewing trends in conference financial transactions (expenses, refunds)

- Scholarly Activity - Rebekka Dudensing

Reported the following -

- Created the Excellence in Extension Engagement Award
- Pursued doing a journal issue with the Journal of Extension (JOE). At this time they have not had success due to commitments of the JOE.

- Professional Development

- ELC - Keith Mickler reported the following -
 - Reported that the ELC offered a tour at the event.
 - Reported 45 presentations and 16 posters
 - Reported that plans will soon begin for the 2026r ELC and PILD events
- PILD - Daphne Richards reported the following -
 - Directors indicated they liked the IGNITE sessions
 - The tour was successful. There were over 80 attendees.

Preview of PILD 2026 - facilities report

- Hawbaker reported on the Hyatt Regency Bethesda and riding the metro.
- The group discussed the 2026 property, the metro, and the city of Bethesda.

Biennial Committee Plan of Work

The group discussed the plans of work associated with each committee and the need to update them for the coming year.

Transition to new Executive director and changes

Audit

MSP - Move - Zobrist - Second - Lyon - The JCEP board authorizes up to \$5,000 for an association audit of the last three years. The motion passed.

MSP - Move - Bridge - Second Zobrist - Once the RFPS are received and reviewed by the executive director they will be shared with the Oversight and Accountability committee.

Banking

Hawbaker discussed plans for banking for the association once the transition occurs.

MSP - Move - Wiesen - Second - Lyon - Recommend the following people be placed on the bank account - President; President-elect; Treasurer; Treasurer-Elect; Executive Director. The motion was withdrawn.

MSP - Move - Zobrist - Second - Wilson - Authorize Hawbaker to explore banking options by talking to current bank and seeing what options may work best for the group. The motion was withdrawn.

MSP - move - Griffiths - Second - Christiansen - Hawbaker will speak with Towne Bank and Land of Lincoln Credit Union and present a comparison and recommendation to the JCEP board of directors for a vote. The motion passed.

Video project; progress and plans

Alyssa Walden shared the video she is creating based on the interviews she did at the 2025 JCEP ELC.

https://www.canva.com/design/DAGkKztQ2fU/fm0wwBg8ulMIL1UBHJJT6g/watch?utm_content=DAGkKztQ2fU&utm_campaign=designshare&utm_medium=link2&utm_source=uniqueLinks&utm_id=hb43a516584

Summer webinar

Wiesen reported that she spoke with Doug Steele of APLU about increased partnership between JCEP and APLU.

Sponsorship of E3 Award

Durst put forth the idea that JCEP pursue a sponsor for the Excellence in Extension Engagement award. This is approximately a \$2000 expense.

Charge to the Board

Turned the gavel over to President Wiesen

- Wiesen shared with the group that she will be reaching out to the group on details for the 2025 - 2026 JCEP board year.
- She will reach out to the associations to ensure they get their association teams in place.
- The board meets on the fourth Thursday of the month at 2 pm ET currently.
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MSP - Move - Bridge - Second - Zobrist - to make the President of JCEP the ECOP representative.

President Phil Durst Closing Remarks

Thanked the group for the opportunity to serve and assured the group that Bernie will do a great job as president.

Next Meeting

April 24, 2025

Submit agenda items for next meeting by COB April 18, 2025 using this form <https://forms.gle/LDZst3PFKxBiKXob8>

Adjourn

The meeting adjourned at 2:17 pm ET.

2025 JCEP Board Meetings - 2:00 pm ET, 1:00 pm CT, 12:00 pm MDT, 11:00 am PT (unless listed differently)

~~January 22, 2024~~

~~February 27, 2025~~

~~March 27, 2025~~

~~April 10, 2025~~

April 24, 2025

May 22, 2025

June 26, 2025

July 24, 2025

August 28, 2025

September 25, 2025

October 23, 2025

November 27, 2025

December 25, 2025 (need to reschedule)

2025 JCEP and Association Conferences:

~~Feb., 19-20, 2025 - Extension Leadership Conference (ELC), DeSoto Hotel, Savannah, GA~~

~~April 7-9, 2025 - Public Issues Leadership Development Conference (PILD) - Arlington, VA~~

ANREP - No 2025 meeting indicated online - Next conference May 12-15, 2026 in Wilmington, NC

NACDEP - June 9 - 12, 2025, Charleston, WV

NACAA - June 29-July 2, 2025, Billings, MT

NEAFCS - October 20-23, 2025 - Grand Rapids, MI

ESP - October 6-10, 2025 - Ft. Worth, TX

NAE4-HYDP - October 28-30, 2025 - Atlanta, GA

NAEPSDP - November 4-6, 2025 - Pittsburgh, PA