

**Minutes**  
**NAAE Board of Directors Meeting**  
**March 11-12, 2017**

The NAAE Board of Directors conducted a board of directors meeting on March 11 and 12, 2017 at the Crowne Plaza Washington National Airport Hotel in Arlington, Virginia. Board members in attendance included: Scott Stone (MO), President; Nick Nelson (OR), President Elect; Chad Massar (MT), Region I Vice President; Hals Beard (LA), Region II Vice President; Glenda Crook (WI), Region III Vice President; Parker Bane (IL), Region IV Vice President; Jason Kemp (TN), Region V Vice President; and Sherisa Nailor (PA), Region VI Vice President; and Wm. Jay Jackman (KY), NAAE Executive Director. NAAE staff members Alissa Smith, Julie Fritsch, and Katie Wood were also present.

The minutes of the meeting are as follows:

**Saturday, March 11, 2017**

- 1. Call to Order** – President Scott Stone called the board meeting to order at 8:00 a.m. Scott welcomed all to the meeting.
- 2. Reflections and Pledge to the Flag** – President Elect Nick Nelson presented reflections and led the group in the Pledge to the United States Flag.
- 3. Approval of the Agenda** – Hals Beard moved, Glenda Crook seconded, to approve the agenda with flexibility. The motion carried.
- 4. Approval of Minutes** – Parker Bane moved, Sherisa Nailor seconded, to approve the minutes from the November 29, 2016 NAAE Pre-convention Board of Directors Meeting, the November 30/December 1/December 3, 2016 NAAE Convention Business Sessions, and the December 3, 2016 NAAE Post-convention Board of Directors Meeting. The motion carried.
- 5. Board and Staff Reports** – Scott Stone asked each board and staff member to present a brief report of their NAAE activities since the 2016 NAAE Convention in Las Vegas.
- 6. Board Training** – Jay Jackman led the board through board training to clarify the roles and responsibilities of the NAAE board of directors and the NAAE staff. All board members and staff completed and signed a Conflict of Interest Disclosure.
- 7. Executive Director's Report** – Jay Jackman led the directors in a discussion regarding the National Council for Agricultural Education (The Council) given Tony Small's retirement. Nick Nelson moved, Jason Kemp seconded, for the NAAE to continue the discussion with The Council regarding NAAE managing The Council's operations should the opportunity be presented. The motion carried.

Jay also informed the directors that Linda Berry has given her notice to retire from the University of Kentucky and NAAE effective June 1, 2017. Jay has already begun conversations with UK administrators regarding the continuation of this position. If UK

wishes to continue the 50/50 split, NAAE will honor that; however, if UK does not wish to continue this arrangement, NAAE will want to consider making this a full-time position.

In honor of Linda Berry's valued and dedicated service to NAAE, Parker Bane moved, Glenda Crook seconded, to honor Linda with the NAAE Distinguished Service Award at the 2017 NAAE Convention. The motion carried.

- 8. Strategic Planning Committee Meeting** – Nick Nelson, Board Strategic Planning Committee Chair, conducted the Strategic Planning Committee meeting. Stephanie Jolliff, Ohio, Full Strategic Planning Committee Chair, joined the meeting via conference call. (Refer to the committee report for the details of the committee meeting.)
- 9. Public Policy Committee Meeting** – Glenda Crook, Board Public Policy Committee Chair, conducted the Public Policy Committee meeting. Linda Sattler, Wisconsin, Full Public Policy Committee Chair, joined the meeting via conference call. (Refer to the committee report for the details of the committee meeting.)
- 10. Associate Executive Director's Report** – Alissa Smith, NAAE Associate Executive Director, presented a report on NAAE membership, 2017 NAAE awards, and professional development activities and initiatives.
- 11. Professional Growth Committee Meeting** – Chad Massar, Board Professional Growth Committee Chair, conducted the Professional Growth Committee meeting. Josh Dahlem, Louisiana, Full Professional Growth Committee, joined the meeting via conference call. (Refer to the committee report for the details of the committee meeting.)
- 12. Marketing Committee Meeting** – Sherisa Nailor, Board Marketing Committee Chair, conducted the Marketing Committee meeting. Todd Thomas, Colorado, Full Marketing Committee Chair, joined the meeting via conference call. (Refer to the committee report for the details of the committee meeting.)
- 13. Member Services Committee Meeting** – Jason Kemp, Board Member Services Committee Chair, conducted the Member Services Committee meeting. Jerrod Lundry, Oklahoma, Full Member Services Committee Chair, joined the meeting via conference call. (Refer to the committee report for the details of the committee meeting.)
- 14. Policy and Bylaws Committee Meeting** – Hals Beard, Board Policy and Bylaws Committee Chair, conducted the Policy and Bylaws Committee meeting. Bobbie Jo Donovan, South Dakota, Full Policy and Bylaws Committee Chair, joined the meeting via conference call. (Refer to the committee report for the details of the committee meeting.)
- 15. Finance Committee Meeting** – Parker Bane, Board Finance Committee Chair, conducted the Finance Committee meeting. Chris Beaver, Wisconsin, Full Finance Committee Chair, joined the meeting via conference call. (Refer to the committee report for the details of the committee meeting.)
- 16. CASE Report** – Jay Jackman presented an update on the CASE initiative.

17. **Executive Session** – The board went into executive session from 3:53 p.m. until 5:35 p.m. for the executive director’s performance evaluation.
18. **Board Directives following Executive Session** – Nick Nelson moved, Hals Beard seconded, to provide a total three percent staff salary adjustment to staff positions including the executive director, associate executive director, communications/marketing director, communications program assistant, and meeting planner with the executive director having flexibility to apportion the funds across staff positions at his discretion. The motion carried.

*President Scott Stone recessed the board meeting for the day at 5:50 p.m. on March 11, 2017.*

### **Sunday, March 12, 2017**

*President Scott Stone called the board meeting back to order at 8:30 a.m. on March 12, 2017.*

19. **Regional Conferences** – Katie Wood and Alissa Smith led the discussion of the upcoming 2017 regional conferences to determine what the board members want to prepare for and conduct their regional meetings. Scott Stone will attend the regional meetings in Region II and Region IV. Nick Nelson will attend the regional meetings in Region I and Region III. NAAE staff will attend the regional meetings in Region V and Region VI.
20. **Communications/Marketing Director’s Report** – Julie Fritsch, NAAE Communications/Marketing Director, presented the communications/marketing report including teaching the directors how to use the new Communities of Practice app effectively.
21. **2016 NAAE Convention Evaluation / 2017 NAAE Convention Planning** – Alissa Smith and Katie Wood led the board through the evaluation of the 2016 NAAE Convention in Las Vegas and presented the update on the 2017 NAAE Convention in Nashville. Details on the 2017 convention will be provided at the summer board meeting. The schedule for 2017 will be similar to 2016 with the closing NAAE session at 8:00 a.m. on Saturday.
22. **Board Committee Reports**
  - a. **Strategic Planning Committee Report** – Nick Nelson presented the Strategic Planning Committee report. Nick Nelson moved, implied second, to adopt the Strategic Planning Committee report. The motion carried.
  - b. **Professional Growth Committee Report** – Chad Massar presented the Professional Growth Committee report. Chad Massar moved, implied second, to adopt the Professional Growth Committee report. The motion carried.
  - c. **Public Policy Committee Report** – Glenda Crook presented the Public Policy Committee report. Glenda Crook moved, implied second, to adopt the Public Policy Committee report. The motion carried.

- d. Marketing Committee Report** – Sherisa Nailor presented the Marketing Committee report. Sherisa Nailor moved, implied second, to adopt the Marketing Committee report. The motion carried.
  - e. Member Services Committee Report** – Jason Kemp presented the Member Services Committee report. Jason Kemp moved, implied second, to adopt the Member Services Committee report. The motion carried.
  - f. Policy and Bylaws Committee Report** – Hals Beard presented the Policy and Bylaws Committee report. Hals Beard moved, implied second, to adopt the Policy and Bylaws Committee report. The motion carried.
  - g. Finance Committee Report** – Parker Bane presented the Finance Committee report. Parker Bane moved, implied second, to adopt the Finance Committee report. The motion carried.
- 23. NAAE *Ad Hoc* Awards Committee** – Scott Stone appointed Krista Pontius, Pennsylvania, chairperson of an NAAE *Ad Hoc* Awards Committee to review and recommend changes for the NAAE awards applications for 2018.
- 24. National Teach Ag Campaign Update** – The board reviewed the report from Ellen Thompson, South Dakota, National Teach Ag Campaign Director.
- 25. National Council for Agricultural Education Update** – Scott Stone and Jay Jackman presented a report from the National Council for Agricultural Education, which was prepared by Deb Seibert, Pennsylvania, NAAE’s representative to The Council. The report included an update on the national SAE initiative.
- 26. National Agricultural Education Summit Update** – Scott Stone presented a report from the 2017 Summit.
- 27. 2017 Summer Board Meeting Planning** – The summer board meeting will be in Lexington, Kentucky. Travel day is September 8. Meeting days are September 9 (full day) and September 10 (morning only). Travel home day is afternoon of September 10.
- 28. National Policy Seminar Review** – Jay Jackman presented the update on the Ag Ed Strand of the ACTE National Policy Seminar. There will be one agricultural education break-out session with Mark Poeschl, CEO, National FFA Organization, as the presenter and the Agricultural Education Leadership luncheon with Jay Jackman as the speaker. The ag ed strand will be co-hosted by NAAE and the National FFA Foundation.
- 29. Board Conference Call to Approve 2017-18 NAAE Budget** – The directors scheduled a conference call for April 10, 2017 at 6:30 p.m. Eastern. The main purpose of this conference call meeting is to approve the 2017-18 NAAE budget.
- 30. Adjournment** – With no further business to be transacted at this NAAE Board of Directors meeting, President Scott Stone declared the meeting adjourned at 12:57 p.m.