

Minutes
NAAE Board of Directors Meeting
September 7-8, 2019

The NAAE Board of Directors conducted a board of directors meeting on September 7 and 8, 2019 in Lexington, Kentucky. Members of the board who were present for the meeting included: Jason Kemp (TN), President; Parker Bane (IL), President Elect; Chad Massar (MT), Region I Vice President; Todd Thomas (CO), Region II Vice President; Mary Hoffmann (MN), Region III Vice President; Deanna Thies (MO), Region IV Vice President; Stan Scurlock (FL), Region V Vice President; Sherisa Nailor (PA), Region VI Vice President; and Wm. Jay Jackman (KY), NAAE Executive Director. NAAE staff members Alissa Smith, Nancy Trivette, and Ellen Thompson were also present.

The minutes of the meeting are as follows:

Saturday, September 7, 2019

1. **Call to Order** – President Jason Kemp called the board meeting to order at 8:07 a.m. and welcomed everyone to the meeting.
2. **Reflections and Pledge** – President Elect Parker Bane led the board in reflections and the Pledge to the American Flag.
3. **Approval of Agenda** – Sherisa Nailor moved, Stan Scurlock seconded, to approve the agenda with flexibility. The motion carried.
4. **Approval of Minutes** – Sherisa Nailor moved, Mary Hoffmann seconded, to approve the minutes from the July 30, 2019 NAAE board of directors conference call meeting; the motion carried.
5. **Board and Staff Reports** – Jason Kemp asked each board member and staff member to present a brief report of their NAAE activities.
6. **Executive Director Report** – Jay Jackman presented a report including the following topics:
 - a) Staff Update – all NAAE staff positions are now filled;
 - b) Board Representation – NAAE will need to fill a position on the National FFA Awards and Recognition Task Force at the NAAE pre-convention board meeting and we are waiting to see what the FFA Foundation Board of Trustees is doing with its reorganization;
 - c) Board Leadership MOUs for president elect, regional vice president, and regional secretary – several MOUs have been received but many positions do NOT have candidates as of this date;

- d) Board Reports – staff is reinstating monthly meetings from which reports will be sent to the board members;
 - e) Leadership Handbook – Chad Massar moved, Stan Scurlock seconded, to approve the revised section four of the leadership handbook; the motion carried;
 - f) Distinguished Service Award – Todd Thomas moved, Mary Hoffmann seconded, to award the NAAE Distinguished Service Award to Dr. Steve Brown; the motion carried;
 - g) Committees – the committee applications on Survey Gizmo have been revised to ensure that, for each respective committee, the board committee chair, staff committee consultant, full committee chair, full committee secretary, and president elect will receive the applications as they are submitted. Regional vice presidents will also receive the applications for every committee from their respective regions. A Drop Box folder for each committee will be created to store the respective committee’s applications. Committee leadership will have access to their respective Drop Box folder. An email message will be sent to the entire NAAE membership in November to solicit committee members for 2020-21.
7. **Associate Executive Director Report** – Alissa Smith presented her report to the board on items including:
- a) the detailed membership report from 2018-19;
 - b) a discussion of the in-dues and upgrade professional liability insurance programs;
 - c) 2019 professional development programs; and
 - d) Agriculture Teacher Resource Guide Update.
8. **National FFA Foundation NAAE Grant Proposal** – Jay Jackman presented the FFA NAAE Grant Proposal from the National FFA Foundation. Sherisa Nailor moved, Stan Scurlock seconded, to accept the National FFA Foundation’s offer to establish a NAAE Grant Program and to authorize the NAAE executive director to finalize the legally binding contract for the grant program with the National FFA Foundation; the motion carried.
9. **NAAE Office Relocation** – Jay Jackman presented the rationale to relocate the NAAE office from the campus of the University of Kentucky College of Agriculture, Food and Environment to a location off-campus within Lexington, Kentucky. Stan Scurlock moved, Mary Hoffmann seconded, to authorize the NAAE executive director to proceed to seek a lease arrangement for office space for NAAE and to bring a detailed relocation proposal to the NAAE board of directors for final approval; the motion carried.

10. **NAAE Dues Increase Possibility** – Todd Thomas moved, Stan Scurlock seconded, for Jason Kemp to appoint an *ad hoc* committee of Parker Bane, Deanna Thies, and Jay Jackman to develop a dues increase proposal and rationale to be presented to the NAAE board of directors at the December 2019 pre-convention board meeting; the motion carried.

President Jason Kemp recessed the board meeting for lunch from 11:55 am until 12:23 pm.

11. **NAAE Executive Session** – Jason Kemp called a brief executive session with the NAAE executive director from 12:23 pm until 12:35 pm.
12. **CASE Report** – Nancy Trivette presented an update from the Curriculum for Agricultural Science Education initiative.
13. **National Teach Ag Campaign Report** – Ellen Thompson presented the National Teach Ag Campaign report, highlighted by National Teach Ag Day, the STAR program, and upcoming plans for the National FFA Convention and the NAAE Convention.
14. **Strategic Planning Committee Meeting** – Parker Bane, board committee chair, conducted the meeting with Rob Yates (MT), full committee secretary, joining by conference call.
15. **Public Policy Committee Meeting** – Mary Hoffmann, board committee chair, conducted the meeting with Linda Sattler (WI), full committee chair, joining by conference call.
16. **Professional Growth Committee Meeting** – Chad Massar, board committee chair, conducted the meeting with Roger King (WI), full committee chair, joining by conference call.
17. **Marketing Committee Meeting** – Sherisa Nailor, board committee chair, conducted the meeting with Kim Houser (WI), full committee chair, joining by conference call.
18. **Finance Committee Meeting** – Deanna Thies, board committee chair, conducted the meeting with Tara Berescik (NY), full committee chair, joining by conference call.
19. **Member Services Committee Meeting** – Stan Scurlock, board committee chair, conducted the meeting without Lauren Emerson (LA), full committee chair, who was unable to join by conference call.
20. **Policy and Bylaws Committee Meeting** – Todd Thomas, board committee chair, conducted the meeting without Brittany Kloer (IN), full committee chair, who was unable to join by conference call.
21. **New Board Committee Agenda and Report Form** – As a group, the directors developed a revised template to combine the board committee agenda and the board committee report form into one document per committee to be implemented at the next board meeting (winter/spring 2020).

President Jason Kemp recessed the board meeting for the day at 4:43 p.m. President Kemp reconvened the meeting on Sunday, September 8, at 8:02 a.m.

22. **2019 National FFA Convention** – Alissa Smith presented to the board NAAE’s plans for the national FFA convention, including a new booth arrangement to showcase all of NAAE (including CASE and My Local Cooperative) with a teacher focus, the National Teach Ag Campaign booth with a student focus, Agriscience Learning Labs and other professional development teacher workshops, the National Agriscience Pre-service Teacher Program, and new opportunities for sponsor interaction.
23. **2019 NAAE Convention** – Alissa Smith presented the draft schedule for the upcoming NAAE convention. It was agreed that the Monday board of directors meeting would begin at 10:00 am, rather than 8:00 am. It was agreed that the Saturday post-convention board of directors meeting would end no later than 11:30 am to accommodate those who need to travel Saturday afternoon.
24. **NAAE Board Representative Reports – National FFA Foundation Board of Trustees** – Krista Pontius, one of two agriculture teachers who serve on the National FFA Foundation Board of Trustees, presented a report from the National FFA Foundation Board of Trustees. The National FFA Foundation is considering a reorganization, which would change the number of teachers on the board from two to one. Further, the Foundation may request that the teacher on the board be a current member of the NAAE board of directors. The NAAE directors authorized Jay Jackman to work on these details with Mark Poeschl of the National FFA Foundation.
25. **NAAE Board Representative Report – National FFA Alumni and Supporters** – Bill Davenport, the agriculture teacher who serves on the National FFA Alumni and Supporters Advisory Committee, presented a report from the National FFA Alumni and Supporters.
26. **NAAE Board Representative Report – The National Council for Agricultural Education** – Paul Larson, NAAE’s representative to The Council, presented an update on The Council.
27. **Strategic Planning Committee Report** – Parker Bane presented the Strategic Planning Committee report. Parker Bane moved, Stan Scurlock seconded, to adopt the Strategic Planning committee report; the motion carried. (The report is posted to the committee page on Communities of Practice.)
28. **Professional Growth Committee Report** – Chad Massar presented the Professional Growth Committee report. Chad Massar moved, Sherisa Nailor seconded, to adopt the Professional Growth committee report; the motion carried. (The report is posted to the committee page on Communities of Practice.)

29. **Public Policy Committee Report** – Mary Hoffmann presented the Public Policy Committee report. Mary Hoffmann moved, Sherisa Nailor seconded, to adopt the Public Policy committee report; the motion carried. (The report is posted to the committee page on Communities of Practice.)
30. **Marketing Committee Report** – Sherisa Nailor presented the Marketing Committee report. Sherisa Nailor moved, Mary Hoffmann seconded, to adopt the Marketing committee report; the motion carried. (The report is posted to the committee page on Communities of Practice.)
31. **Member Services Committee Report** – Stan Scurlock presented the Member Services Committee report. Stan Scurlock moved, Chad Massar seconded, to adopt the Member Services committee report; the motion carried. (The report is posted to the committee page on Communities of Practice.)
32. **Finance Committee Report** – Deanna Thies presented the Finance Committee report. Deanna Thies moved, Todd Thomas seconded, to adopt the Finance committee report; the motion carried. (The report is posted to the committee page on Communities of Practice.)
33. **Policy and Bylaws Committee Report** – Todd Thomas presented the Policy and Bylaws Committee report. Todd Thomas moved, Sherisa Nailor seconded, to adopt the Policy and Bylaws committee report; the motion carried. (The report is posted to the committee page on Communities of Practice.)
34. **Awards Dinner at NAAE Convention** – Chad Massar inquired about moving the awards dinner from Tuesday night to Wednesday night, but the board agreed to leave this event on Tuesday night. The conversation turned to inviting and recognizing the Teacher Mentor award recipients at the dinner. Chad Massar moved, Sherisa Nailor seconded, to invite the Teacher Mentor award recipients to the awards dinner. Stan Scurlock moved, Todd Thomas seconded, to amend the motion to add “beginning in 2020.” The amendment carried by a vote of four to three. Stan Scurlock moved, Todd Thomas seconded, to amend to add “and recognize;” the amendment carried. The motion as amended (to invite and recognize the Teacher Mentor award recipients to the awards dinner beginning in 2020) carried.
35. **Adjournment** – With no further business to be transacted during this meeting, Stan Scurlock moved, Todd Thomas seconded, to adjourn; the motion carried. President Jason Kemp adjourned the meeting at 10:27 a.m.