

Minutes
NAAE Board of Directors Meeting
July 20-22, 2009

The NAAE Board of Directors conducted a board meeting on July 20-22, 2009 at the ACTE building in Alexandria, Virginia. Board members and others in attendance included: Sally Shomo (VA), President; Ray Nash (MS), President Elect; Hugh Mooney (CA), Region I Vice President; Kathy Conerly (LA), Region II Vice President; Craig McEnany (IA), Region III Vice President; Greg Curlin (IN), Region IV Vice President; Farrah Johnson (FL), Region V Vice President; Ken Couture (CT), Region VI Vice President; and Dr. Wm. Jay Jackman (KY), Executive Director. NAAE staff members present included Alissa Smith (KY), Associate Executive Director, and Julie Fritsch (KY), Communications/Marketing Coordinator. Also in attendance at one board session was NAAE summer intern Lucas Fuess (NY).

The minutes of the meeting are as follows:

Monday, July 20, 2009

1. **Call to Order** – President Sally Shomo called the board meeting to order at 8:45 a.m.
2. **Reflections and Pledge to the Flag** – Ray Nash presented reflections and led the group in the Pledge to the United States Flag.
3. **Approval of the Agenda** – It was requested that goals for the executive director and a Council strategic plan report be added to the agenda. Craig McEnany moved, Ray Nash seconded, to approve the agenda with flexibility. The motion carried.
4. **Approval of February 4-5, 2009 Board Meeting Minutes** – It was requested that the goals for the executive director as discussed in the executive session during the February 2009 board meeting be added to the minutes from that February 2009 board meeting. Greg Curlin moved, Kathy Conerly seconded, to approve the minutes from the February 4-5, 2009 NAAE board meeting. The motion carried.

Approval of April 9, 2009 Board Conference Call Minutes – Hugh Mooney moved, Ray Nash seconded, to approve the minutes from the April 9, 2009 NAAE board conference call. The motion carried.
5. **Board and Staff Reports** – Sally Shomo asked each board and staff member to present a brief report of their NAAE activities since the February 2009 NAAE board meeting.
6. **Executive Director Report** – Jay Jackman reported to the board on advocacy work going on in the profession, including: advocacy workshops in Oregon, Wisconsin, the National FFA Alumni State Leaders Conference, and the National Farm and

Ranch Business Management Education Association annual meeting; updating state advocacy leaders list; creation of state profiles on NAAE website; 2009 advocacy intern; the new Personal Ag Ed Advocacy Plan on the website; state legislative information on the NAAE Legislative Action Center; and the ACTE National Policy Seminar.

- 7. Professional Growth Committee Meeting** – Hugh Mooney, Board Professional Growth Committee Chair, conducted the Professional Growth Committee meeting. Cherie Hofmann, Indiana, Full Professional Growth Committee Chair, joined the meeting via conference call. (Refer to the committee report for the details of the committee meeting.)
- 8. Public Policy Committee Meeting** – Craig McEnany, Board Public Policy Committee Chair, conducted the Public Policy Committee meeting. Aaron Geiman, Maryland, Full Public Policy Committee Chair, joined the meeting via conference call. (Refer to the committee report for the details of the committee meeting.)
- 9. Associate Executive Director Report** – Alissa Smith reported on webinars held during the past year and those currently planned in the future months. This report will be continued later in the board meeting.

President Sally Shomo recessed the board meeting from 11:45 a.m. - 1:15 p.m. for a lunch break.

- 10. Introduction of Lucas Fuess, 2009 NAAE Advocacy Intern** – Lucas Fuess, the 2009 Advocacy Intern from New York, spoke briefly of his experiences this summer during his internship.
- 11. Marketing Committee Meeting** – Ken Couture, Board Marketing Committee Chair, conducted the Marketing Committee meeting. Chad Massar, Montana, Full Marketing Committee Chair, joined the meeting via conference call. (Refer to the committee report for the details of the committee meeting.)
- 12. Member Services Committee Meeting** – Farrah Johnson, Board Member Services Committee Chair, conducted the Member Services Committee meeting. Mark Williams, Illinois, Full Member Services Committee Chair, joined the meeting via conference call. (Refer to the committee report for the details of the committee meeting.)
- 13. Policy and Bylaws Committee Meeting** – Kathy Conerly, Board Policy and Bylaws Committee Chair, conducted the Policy and Bylaws Committee meeting. Pamela Berlekovic, Connecticut, Full Policy and Bylaws Committee Chair, joined the meeting via conference call. (Refer to the committee report for the details of the committee meeting.)

- 14. Associate Executive Director Report (continued)** – Alissa Smith presented the final 2008-09 NAAE membership report.
- 15. Strategic Planning Committee Meeting** – Ray Nash, Board Strategic Planning Committee Chair, conducted the Strategic Planning Committee meeting. Steve Russell, Washington, Full Strategic Planning Committee Chair, joined the meeting via conference call. (Refer to the committee report for the details of the committee meeting.)
- 16. Leadership Handbook Updates** – Ray Nash led the board through an updating of the NAAE Leadership Handbook. Major updates were as follows:
- 3.1.6 update committee names
 - 3.2.3 add National FFA Alumni, National FFA Foundation, National Farm and Ranch Business Management Education Association, and any other groups represented on the National Council of Agricultural Education
 - 3.2.4 update publication schedule for NAAE *News & Views* to six times per year
 - 3.2.23.1 update travel reimbursement information
 - 3.2.22.6 update staff vacation details
 - 4.3 update committee names
 - 4.8.2 update time commitments of NAAE officers
- 17. Finance Committee Meeting** – Greg Curlin, Board Finance Committee Chair, conducted the Finance Committee meeting. Naomi Knight, Maryland, Full Finance Committee Chair, joined the meeting via conference call. (Refer to the committee report for the details of the committee meeting.)
- 18. Communities of Practice Update** – Julie Fritsch, NAAE Communications/Marketing Coordinator, updated the board on Communities of Practice.
- 19. Council Strategic Planning Update** – Ray Nash, who represented NAAE during the Council’s strategic planning meeting, updated the board on the Council’s strategic plan.
- 20. Executive Session** – The board went into an executive session at 5:15 p.m.

President Sally Shomo recessed the board meeting for the day at the end of the executive session.

Tuesday, July 21, 2009

- 21. Scholarship Approvals** – Ken Couture moved, Hugh Mooney seconded, to approve the list of upper division scholarship recipients as presented. The motion carried.

- 22. Board Appointments** – NAAE needs to fill two appointments to ag ed related boards, including one teacher position on the National FFA Organization board and the postsecondary instructor position on the National Council for Agricultural Education. Board members are to bring 20 copies of letters of interest and resumes from each interested person to the 2009 NAAE pre-convention board meeting.
- 23. ACTE Meet and Greet** – The NAAE board and staff hosted the ACTE staff for coffee and donuts as a gesture of appreciate to the ACTE staff for their assistance with the NAAE convention, National Policy Seminar, and other initiatives throughout the year.
- 24. Teach Ag Campaign** – Julie Fritsch, NAAE Communications/Marketing Coordinator, updated the board on the National Teach Ag Campaign, a National Council for Agricultural Education initiative, led by NAAE.
- 25. Program of Activities Update** – The NAAE board updated the NAAE Program of Activities. Each board member updated the section pertaining to his/her respective committee assignment.

President Sally Shomo recessed the board meeting from 11:45 a.m. - 1:20 p.m. for a lunch break.

- 26. 2009 NAAE Convention Planning** – Alissa Smith lead the board in a discussion of the 2009 NAAE Convention. Items discussed included the following: professional development workshops; board travel arrangements (book flights now); host state is planning for the host state social; there will be no off-site professional development tours; we will have a spouse program similar to previous years.

2009 NAAE Award Recipients Approval – The board reviewed the lists of 2009 award winners. Hugh Mooney moved, Craig McEnany seconded, to approve the award winners as presented. The motion carried.

27. Committee Reports

- a. Professional Growth Committee Report** – Hugh Mooney presented the Professional Growth Committee report and then moved to adopt the Professional Growth Committee report as presented; Craig McEnany seconded. The motion carried.
- b. Public Policy Committee Report** – Craig McEnany presented the Public Policy Committee report and then moved to adopt the Public Policy Committee report as presented; Hugh Mooney seconded. The motion carried.

- c. **Marketing Committee Report** – Ken Couture presented the Marketing Committee report and then moved to adopt the Marketing Committee report as presented; Ray Nash seconded. The motion carried.
 - d. **Member Services Committee Report** – Farrah Johnson presented the Member Services Committee report and then moved to adopt the Member Services Committee report as presented; Kathy Conerly seconded. The motion carried.
 - e. **Policy and Bylaws Committee Report** – Kathy Conerly presented the Policy and Bylaws Committee report and then moved to adopt the Policy and Bylaws Committee report as presented; Ray Nash seconded. The motion carried.
 - f. **Strategic Planning Committee Report** – Ray Nash presented the Strategic Planning Committee report and then moved to adopt the Strategic Planning Committee report as presented; Kathy Conerly seconded. The motion carried.
 - g. **Finance Committee Report** – Greg Curlin presented the Finance Committee report and then moved to adopt the Finance Committee report as presented; Ken Couture seconded. The motion carried.
28. **Preparation for Capitol Hill Visits** – Jay Jackman reviewed with the board the key messages for this year’s Capitol Hill visits.
29. **Website Update** – Julie Fritsch provided an update to the board on plans for an update of the NAAE website.
30. **2009 National FFA Convention** – The board members asked for the following numbers of sleeping rooms at the Hyatt: Sally Shomo, 7; Ray Nash, 7; Hugh Mooney, 0; Kathy Conerly, 3; Craig McEnany, 2; Greg Curlin, 5; Farrah Johnson, 0; Ken Couture, 0; and NAAE student workers, 3. Room rate at the Hyatt will be \$213.44 all inclusive. We will also have three staff rooms at the Westin. Alissa Smith handed out the sleeping room reservation forms and announced that these completed forms are due directly to Ellen Williams at the National FFA Organization. Alissa Smith also reported that board members need to provide their FFA chapter number to her no later than September 1, 2009 so she can ensure that board members get their discounts on FFA convention registration fees for staying in the FFA convention housing block.
31. **National FFA Update** – Sally Shomo read a letter from Dr. Larry Case updating the profession on FFA’s progress toward hiring a new COO and the reorganization of the National FFA Foundation.
32. **National FFA Foundation Board of Trustees Update** – Sally Shomo and Ray Nash updated the board on discussion around the reorganization of the National FFA Foundation Board of Trustees.

33. National FFA Foundation Board of Trustees Structure – Craig McEnany moved, Kathy Conerly seconded, that the NAAE go on record in support of separate COO positions for the National FFA Organization and the National FFA Foundation. The motion carried unanimously by show of hands. Sally Shomo will write and send a letter accordingly to Dr. Larry Case.

34. Adjournment – With no further business to be transacted at this NAAE Board of Directors meeting, Sally Shomo declared the meeting adjourned at 4:15 p.m.

Wednesday, July 22, 2009

The NAAE board members scheduled their own Capitol Hill visits for Wednesday, July 22. Each board member traveled to Capitol Hill on his/her own to complete these responsibilities.