

Minutes
NAAE Board of Directors Conference Call
April 12, 2010

The NAAE Board of Directors conducted a conference call on April 12, 2010. Members of the board who were present for the conference call included: Ray Nash (MS), President; Greg Curlin (IN), President Elect; Hugh Mooney (CA), Region I Vice President; Kevin Stacey (OK), Region II Vice President; Craig McEnany (IA), Region III Vice President; Charlie Sappington (IL), 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, Associate Executive Director, and Julie Fritsch, Communications/Marketing Coordinator. The minutes of the conference call are as follows:

- 1. Call to Order** – President Ray Nash called the conference call board meeting to order at 5:04 p.m.
- 2. Approval of Minutes of February 2010 NAAE Board Meeting** – Craig McEnany moved, Farrah Johnson seconded, to approve the minutes of the February 12-13, 2010 NAAE board of directors meeting. The motion carried.
- 3. Approval of 2010-11 NAAE Budget** – Jay Jackman presented the budget recommendation for 2010-11. It was agreed to include an expense line for the GMAC SmartEdge program.

Charlie Sappington moved, Craig McEnany seconded, to approve the 2010-11 NAAE Budget as revised during this conference call. The motion carried.

- 4. Position Descriptions** – Jay Jackman presented a position description for the new meeting planner position and a revised position description for the associate executive director position. It was agreed that supervisor references in the position descriptions would be revised to reflect more accurately that staff evaluations would be conducted by the executive director but that the associate executive director would provide day-to-day direction to other staff, including the meeting planner.
- 5. Staff Evaluation Form** – Jay Jackman presented a staff evaluation form to the board. The board agreed that the form would support staff evaluation as a tool to support staff and contribute to their professional growth.
- 6. Staff Activity Report** – Jay Jackman presented a bulleted staff activity report to the board. The board agreed that this format is acceptable and that this would be helpful to keep the board better informed of NAAE activities and initiatives on a monthly basis.
- 7. NAAE Authorities and Emergency Plan** – Jay Jackman presented a document to the board that lays out the authorities for NAAE business functions and provides an emergency plan should the executive director become incapacitated temporarily or permanently. It was agreed to add a section to the NAAE Leadership Handbook to state that such a plan exists in the unlikely event that it is needed.

- 8. Advocacy Agenda for the Agricultural Education Profession** – Jay Jackman presented an update to the board regarding the development of an advocacy agenda for the agricultural education profession. Work began on this agenda at the March 2010 Council board meeting and continued at the agricultural education strand break-out session at the 2010 ACTE National Policy Seminar.
- 9. CASE Model Updates** – Jay Jackman updated the board on recent developments with the Curriculum for Agriscience Education (CASE). Pending Council approval, NAAE is being asked by the CASE advisory committee to take on the management functions for the CASE project. NAAE is also leading an initiative to write and submit a multi-million dollar U.S. Department of Education I3 grant proposal to support the continued development and implementation of CASE.
- 10. 2010 NAAE Convention Update** – Jay Jackman reported that the Riviera Hotel and Casino is expected to go into reorganization bankruptcy. The Riviera is asking NAAE to execute the contract for 2013 with the addition of a clause that we have 30 days following the 2010 convention at the Riviera to cancel the 2013 contract in the event that we are not pleased with the services we receive during the 2010 convention.
- 11. 2010 Regional Meetings** – Board committee reports from February 2010 are posted to the NAAE website now. These reports will be the foundation for the committee meetings at the upcoming regional meetings. Jay Jackman and Alissa Smith will be reviewing the priority agenda items for the regional meeting committee meetings. As a change from the report in the February 2010 board minutes, Jay Jackman will be attending Region I rather than Ray Nash and a NAAE staff person may be attending Region IV rather than Jay Jackman.
- 12. National FFA Foundation Executive Director Search** – Ray Nash reported that the search for an executive director for the National FFA Foundation is on-going and that a new executive director should be named by April 30, 2010.
- 13. NAAE Summer Interns** – Jay Jackman reported that the advocacy interns for 2010 will be Jason Camp, Mississippi State University. Alissa Smith reported that the communications interns for 2010 will be Amanda Solomon and Renee Wangler, both from Michigan State University.
- 14. Teacher Position on the National FFA Board of Directors** – Jay Jackman reported that three NAAE nominees for the teacher position on the National FFA Board have been interviewed by the FFA board and that a recommendation has been passed on to the U. S. Department of Education. We are awaiting approval from the U. S. Department of Education on this appointment.
- 15. NAAE Board Blog Update for *News & Views*** – For the May/June 2010 *News & Views*, NAAE board members need to have their blog posts updated by April 25; Ray Nash and Jay Jackman need to have their pieces to Julie Fritsch by April 15.
- 16. Adjournment** – With no further business to be transacted during this conference call, Kevin Stacey moved, Greg Curlin seconded, to adjourn. President Ray Nash adjourned the call at 6:09 p.m.