

Minutes
NAAE Board of Directors Meeting
March 5 and 6, 2011

The NAAE Board of Directors conducted a board meeting on March 5 and 6, 2011 at the ACTE Building in Alexandria, Virginia. Board members in attendance included: Greg Curlin (IN), President; Ken Couture (CT), President Elect; Erica Whitmore (WA), Region I Vice President; Kevin Stacy (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; Mike Harrington (MD), Region VI Vice President; and Dr. Jay Jackman (KY), Executive Director. NAAE staff members present included Alissa Smith, Associate Executive Director, Julie Fritsch, Communications/Marketing Coordinator, and Miranda Chaplin, Meeting Planner.

The minutes of the meeting are as follows:

Saturday, March 5, 2011

- 1. Call to Order** – President Greg Curlin called the board meeting to order at 8:25 a.m.
- 2. Reflections and Pledge to the Flag** – Ken Couture presented reflections and led the group in the Pledge to the United States Flag.
- 3. Approval of the Agenda** – Craig McEnany moved, Farrah Johnson seconded, to approve the agenda with flexibility. The motion carried.
- 4. Approval of Minutes** – Farrah Johnson moved, Charlie Sappington seconded, to approve the minutes from the 2010 NAAE Convention including the following sets of minutes: November 30, 2010 Pre-convention Board Meeting; December 1 and 4, 2010 NAAE Convention Business Meeting; and December 4, 2010 Post-convention Board Meeting. The motion carried.
- 5. Board Training** – Jay Jackman led the board through two hours of board training to clarify the roles and responsibilities of the NAAE board of directors and the NAAE staff.
- 6. Board Reports** – Greg Curlin asked each board member to present a brief report of their NAAE activities since the 2010 NAAE Convention in Las Vegas.
- 7. Public Policy Committee Meeting** – Craig McEnany, Board Public Policy Committee Chair, conducted the Public Policy Committee meeting. Terry Hughes, New York, Full Public Policy Committee Chair, joined the meeting via conference call. (Refer to the committee report for the details of the committee meeting.)

- 8. Marketing Committee Meeting** – Mike Harrington, Board Marketing Committee Chair, conducted the Marketing Committee meeting. Deb Seibert, Pennsylvania, Full Marketing Committee Chair, joined the meeting via conference call. (Refer to the committee report for the details of the committee meeting.)
- 9. Center for Excellence in Education National Lab Skills Initiative Report** – Charles Farmer met with the board and presented a report on the Center for Excellence in Education National Lab Skills Initiative.
- 10. Staff Reports** – Greg Curlin asked each staff member to present a brief report of their NAAE activities since the 2010 NAAE Convention in Las Vegas.

President Greg Curlin recessed the board meeting from 12:00 - 1:30 p.m. for a lunch break.

- 11. Executive Session** – The board went into executive session from 1:30 – 1:45 p.m.
- 12. Policy and Bylaws Committee Meeting** – Kevin Stacey, Board Policy and Bylaws Committee Chair, conducted the Policy and Bylaws Committee meeting. Clayton Spencer, Alabama, Full Policy and Bylaws Committee Chair, joined the meeting via conference call. (Refer to the committee report for the details of the committee meeting.)
- 13. Executive Session** – The board went into executive session from 1:50 – 2:15 p.m.
- 14. Professional Growth Committee Meeting** – Erica Whitmore, Board Professional Growth Committee Chair, conducted the Professional Growth Committee meeting. Heather Obert, Illinois, Full Professional Growth Committee Chair, was unable to join the meeting via conference call. (Refer to the committee report for the details of the committee meeting.)
- 15. Strategic Planning Committee Meeting** – Ken Couture, Board Strategic Planning Committee Chair, conducted the Strategic Planning Committee meeting. David Kruse, Wisconsin, Full Strategic Planning Committee Chair, joined the meeting via conference call. (Refer to the committee report for the details of the committee meeting.)
- 16. Member Services Committee Meeting** – Farrah Johnson, Board Member Services Committee Chair, conducted the Member Services Committee meeting. Tamera Whitcomb, Washington, Full Member Services Committee Chair, joined the meeting via conference call. (Refer to the committee report for the details of the committee meeting.)
- 17. Finance Committee Meeting** – Charlie Sappington, Board Finance Committee Chair, conducted the Finance Committee meeting. Pete Neigebauer, Minnesota,

Full Finance Committee Chair, joined the meeting via conference call. (Refer to the committee report for the details of the committee meeting.)

- 18. Executive Director Contract Renewal** – Charlie Sappington moved, Kevin Stacy seconded, to offer to renew Jay Jackman’s employment contract for an additional year. The motion carried.
- 19. Staff Salary Adjustment** – Kevin Stacy moved, Farrah Johnson seconded, as of July 1, 2011, to raise Jay Jackman’s base salary three percent and to encourage Jay Jackman to raise salaries of other full-time NAAE employees by a minimum of three percent. The motion carried.
- 20. Additional Board Reports** – Ken Couture and Greg Curlin presented board reports of their activities since the 2010 NAAE Convention in Las Vegas.

President Greg Curlin recessed the board meeting for the day at 5:00 p.m.

Sunday, March 6, 2011

President Greg Curlin called the board meeting back to order at 8:55 a.m.

- 21. Membership Update** – Alissa Smith presented the membership update.
- 22. Communications/Marketing Update** – Julie Fritsch presented the communications/marketing update, which included a report on the four workshops that were videotaped at the 2010 NAAE Convention and 2011 summer promotions for Communities of Practice.
- 23. Quality and Growth Initiatives Update** – Jay Jackman presented a report on the advocacy initiative and CASE. Julie Fritsch presented a report on the National Teach Ag Campaign.
- 24. 2010 NAAE Convention Evaluation** – Miranda Chaplin and Alissa Smith led the board discussion of the evaluation of the 2010 NAAE Convention in Las Vegas.
- 25. 2011 NAAE Convention Planning** – Miranda Chaplin and Alissa Smith led the board discussion of the 2011 NAAE Convention planning. It was agreed that the Organizational Members and Business Partners reception will be moved to 4:00-6:00 p.m. and overlap with the last set of professional development workshops on Friday. Punch cards and door prizes will be added to the Friday afternoon reception.
- 26. 2011 NAAE Regional Meetings** – The board/staff participation for the 2011 NAAE Regional Meetings will be as follows:

Region I – Jay Jackman or staff

Region II – Jay Jackman or staff
Region III – Greg Curlin
Region IV – Jay Jackman or staff
Region V – Ken Couture
Region VI – Greg Curlin

- 27. Strategic Planning Committee Report** – Ken Couture presented the Strategic Planning Committee report. Ken Couture moved, Farrah Johnson seconded, to adopt the Strategic Planning committee report. The motion carried.
- 28. Professional Growth Committee Report** – Erica Whitmore presented the Professional Growth Committee report. Erica Whitmore moved, Charlie Sappington seconded, to adopt the Professional Growth committee report. The motion carried.
- 29. Public Policy Committee Report** – Craig McEnany presented the Public Policy Committee report. Craig McEnany moved, Ken Couture seconded, to adopt the Public Policy committee report. The motion carried.
- 30. Marketing Committee Report** – Mike Harrington presented the Marketing Committee report. Kevin Stacy moved, Erica Whitmore seconded, to adopt the Marketing committee report. The motion carried.
- 31. Member Services Committee Report** – Farrah Johnson presented the Member Services Committee report. Farrah Johnson moved, Charlie Sappington seconded, to adopt the Member Services committee report. The motion carried.
- 32. Policy and Bylaws Committee Report** – Kevin Stacey presented the Policy and Bylaws Committee report. Kevin Stacey moved, Mike Harrington seconded, to adopt the Policy and Bylaws committee report. The motion carried.
- 33. Finance Committee Report** – Charlie Sappington presented the Finance Committee report. Farrah Johnson moved, Mike Harrington seconded, to adopt the Finance committee report. The motion carried.
- 34. Regional Meeting Committee Agendas** – Ken Couture requested that board committee chairs submit to him items for regional committee agendas by March 18. Ken will assemble the items and send to Jay Jackman for editing. Committee agenda items will be provided for all regional meetings.
- 35. Summer Board Meeting** – The summer NAAE board meeting will be held in conjunction with the National FFA Alumni Development Conference in Little Rock, Arkansas. Jay Jackman will secure the schedule from Frank Saldana and suggest a schedule for the NAAE board sessions.

- 36. ACTE NPS Update** – Jay Jackman updated the board on the Ag Ed Strand of the ACTE National Policy Seminar, which follows the NAAE board meeting.
- 37. CASE MOU Support** – Greg Curlin presented the Memorandum of Understanding between NAAE and The National Council for Agricultural Education regarding CASE administration and management. Craig McEnany moved, Farrah Johnson seconded, to support the MOU. The motion carried.
- 38. NAAE Board Conference Call** – It was agreed that a NAAE board conference call would be held on April 12, 2011, at 6:00 p.m. Eastern, to review and approve the NAAE budget for 2011-12.
- 39. Adjournment** – With no further business to be transacted at this NAAE Board of Directors meeting, Craig McEnany moved, Ken Couture seconded, to adjourn. The motion carried. Greg Curlin declared the meeting adjourned at 2:56 p.m.