

Minutes
NAAE Board of Directors Meeting
February 28 - March 1, 2015

The NAAE Board of Directors conducted a board of directors meeting on February 28 and March 1, 2015 at the Crowne Plaza Washington National Airport Hotel in Arlington, Virginia. Members of the board who were present for the meeting included: Charlie Sappington (IL), President; Terry Rieckman (SD), President Elect; Nick Nelson (OR), Region I Vice President; James Cannon (AR), Region II Vice President; Glenda Crook (WI), Region III Vice President; Scott Stone (MO), Region IV Vice President; Jason Kemp (TN), Region V Vice President; and Krista Pontius (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, February 28, 2015

- 1. Call to Order** – President Charlie Sappington called the board meeting to order at 8:10 a.m. Charlie welcomed all to the meeting.
- 2. Reflections and Pledge to the Flag** – President Elect Terry Rieckman presented reflections and led the group in the Pledge to the United States Flag.
- 3. Approval of the Agenda** – Scott Stone moved, James Cannon seconded, to approve the agenda with flexibility. The motion carried.
- 4. Approval of Minutes** – Scott Stone moved, Krista Pontius seconded, to approve the minutes from the November 18, 2014 NAAE Pre-convention Board of Directors Meeting, the November 19, 20, and 22, 2014 NAAE Convention Business Sessions, the November 22, 2014 NAAE Post-convention Board of Directors Meeting, and the January 14, 2015 NAAE Board Conference Call. The motion carried.
- 5. Board and Staff Reports** – Charlie Sappington asked each board and staff member to present a brief report of their NAAE activities since the 2014 NAAE Convention in Nashville.
- 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** – The report of the executive director, Jay Jackman, was worked in throughout the meeting, including a current report on the CASE Initiative.
- 8. Associate Executive Director's Report** – Alissa Smith, NAAE Associate Executive Director, presented a report on NAAE membership, 2015 NAAE awards, and professional development activities and initiatives.

9. **Strategic Planning Committee Meeting** – Terry Rieckman, Board Strategic Planning Committee Chair, conducted the Strategic Planning Committee meeting. Kyle Hearn, Florida, Full Strategic Planning Committee Chair, joined the meeting via conference call. (Refer to the committee report for the details of the committee meeting.)
10. **Policy and Bylaws Committee Meeting** – James Cannon, Board Policy and Bylaws Committee Chair, conducted the Policy and Bylaws Committee meeting. The chair of the full committee was not able to join the meeting via conference call. (Refer to the committee report for the details of the committee meeting.)
11. **Sponsorship Update** – Alissa Smith updated the directors on sponsorships as special projects of the National FFA Foundation.
12. **The Agricultural Education Magazine Discussion** – Jay Jackman presented the possibility of NAAE offering *The Agricultural Education Magazine*, on-line version only, to NAAE members as part of their membership benefits. Clearly, this is only an idea at this time. Such a change would have to be approved by the managing/editing board of the magazine and the NAAE board of directors. Nick Nelson moved, Glenda Crook seconded, to authorize the executive director to discuss with the managing/editing board of *The Agricultural Education Magazine* possibilities around the idea of NAAE offering the on-line version of the magazine to NAAE members. The motion carried.

President Charlie Sappington recessed the board meeting from 12:08 a.m. - 1:25 p.m. for a lunch break.

13. **Marketing Committee Meeting** – Krista Pontius, Board Marketing Committee Chair, conducted the Marketing Committee meeting. Sara Beth Fulton, Pennsylvania, Full Marketing Committee Chair, joined the meeting via conference call. (Refer to the committee report for the details of the committee meeting.)
14. **Member Services Committee Meeting** – Jason Kemp, Board Member Services Committee Chair, conducted the Member Services Committee meeting. Mary Hoffmann, Minnesota, Full Member Services Committee Chair, joined the meeting via conference call. (Refer to the committee report for the details of the committee meeting.)
15. **Committee Quorum Definition to Add to Committee Policies** – The directors discussed a definition for a quorum for committees when conducting official committee business. Terry Rieckman moved, Nick Nelson seconded, to add to the committee operating policies that a quorum for conducting committee business would be at least one committee member from each of the six NAAE regions or at least 50 percent of the committee membership. The motion carried.
16. **Professional Growth Committee Meeting** – Nick Nelson, Board Professional Growth Committee Chair, conducted the Professional Growth Committee meeting. The chair of the full committee was not able to join the meeting via conference call. (Refer to the committee report for the details of the committee meeting.)

- 17. Public Policy Committee Meeting** – Terry Rieckman, Board Public Policy Committee Chair, conducted the Public Policy Committee meeting. Linda Sattler, Wisconsin, Maryland, Full Public Policy Committee Secretary, joined the meeting via conference call. (Refer to the committee report for the details of the committee meeting.)
- 18. 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 Paul Larson as the presenter and the Agricultural Education Leadership Dinner with Dr. MeeCee Baker as the speaker.
- 19. National FFA Board Update** – Charlie Sappington reported that he and Terry Rieckman attended the National FFA board meeting in January as the NAAE stakeholders. There are now two, rather than three, NAAE stakeholders that are invited to FFA board meetings.
- 20. National FFA Alumni Update** – Jay Jackman discussed with the directors the proposal related to volunteerism that was presented to the NAAE board at the pre-convention board meeting in November 2014. It was agreed that NAAE will offer to assist in finding NAAE members who are interested in working on this initiative rather than having the NAAE board members work on the initiative.
- 21. Finance Committee Meeting** – Scott Stone, Board Finance Committee Chair, conducted the Finance Committee meeting. Zach Rada, Minnesota, Full Finance Committee Chair, joined the meeting via conference call. (Refer to the committee report for the details of the committee meeting.)
- 22. Executive Session** – The board went into executive session from 3:40 - 4:40 p.m. for the executive director's performance evaluation. The board took two specific actions during the executive session, as follows:
- 23. Board Directives following Executive Session** – Terry Rieckman moved, James Cannon seconded, to give the executive director the discretion to give pay increases to staff. The motion carried. James Cannon moved, James Kemp seconded, to offer a one year extension to the executive director's employment contract and to increase the base salary of the executive director by 2.5 percent for the 2015-16 contract year. The motion carried.

President Charlie Sappington recessed the board meeting for the day at 5:15 p.m. on February 28, 2015.

Sunday, March 1, 2015

President Charlie Sappington called the board meeting back to order at 8:33 a.m. on March 1, 2015.

- 24. Regional Conferences** – Alissa Smith and Julie Fritsch led the discussion of the upcoming 2015 regional conferences to determine what the board members want to prepare for and conduct their regional meetings. The regional conferences pages on NAAE's Communities of Practice will be utilized again this year to disseminate regional conferences information;

Julie taught the board members how to update their own regional meeting pages. Charlie Sappington will attend the regional meetings in Region I and Region II. Terry Rieckman will attend the regional meetings in Region III and Region VI. NAAE staff will attend the regional meetings in Region I, Region IV, Region V, and Region VI. Staff may attend other regional meetings as workshop presenters.

- 25. Communications/Marketing Director's Report** – Julie Fritsch, NAAE Communications/Marketing Director, presented the communications/marketing report.
- 26. 2015 State Conferences** – Alissa Smith and Charlie Sappington updated the directors on their responsibilities at state agricultural education association conferences.
- 27. 2015 NAAE Convention Planning** – Alissa Smith presented the update on the 2015 NAAE Convention, which will be held at the New Orleans Hilton Riverside in New Orleans. More details on the 2015 convention will be provided at the summer board meeting. The schedule for the 2015 convention will be somewhat different given that ACTE is shifting their dates forward one day (Friday through Sunday rather than Thursday through Saturday). The board reviewed the results from the evaluation of the 2014 NAAE Convention.

Terry Rieckman moved, James Cannon seconded, to eliminate the host state social from the convention schedule beginning in 2015. The motion carried.

- 28. National Council for Agricultural Education Update** – Jason Davis (NC) joined the meeting by conference call and presented a report from the National Council for Agricultural Education, including updates on the following initiatives: AFNR standards update (scheduled to be released in March 2015), agricultural education program standards update (target release date of January 2016), SAE renewal, Teach Ag campaign (STAR states), CASE, Council strategic planning, ag ed data collection, 2016 Ag Ed Summit, and bylaws/committees/website updates.

President Charlie Sappington recessed the board meeting from 11:30 a.m. - 12:30 p.m. for a lunch break.

29. Board Committee Reports

- a. Strategic Planning Committee Report** – Terry Rieckman presented the Strategic Planning Committee report. Terry Rieckman moved, James Cannon seconded, to adopt the Strategic Planning Committee report. The motion carried.
- b. Professional Growth Committee Report** – Nick Nelson presented the Professional Growth Committee report. Nick Nelson moved, Terry Rieckman seconded, 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, Scott Stone seconded, to adopt the Public Policy Committee report. The motion carried.

- d. Marketing Committee Report** – Krista Pontius presented the Marketing Committee report. Krista Pontius moved, Glenda Crook seconded, to adopt the Marketing Committee report. The motion carried.
 - e. Member Services Committee Report** – Jason Kemp presented the Member Services Committee report. Daryl Behel moved, Terry Rieckman seconded, to adopt the Member Services Committee report. The motion carried.
 - f. Policy and Bylaws Committee Report** – James Cannon presented the Policy and Bylaws Committee report. James Cannon moved, Krista Pontius seconded, to adopt the Policy and Bylaws Committee report. The motion carried.
 - g. Finance Committee Report** – Scott Stone presented the Finance Committee report. Scott Stone moved, Jason Kemp seconded, to adopt the Finance Committee report. The motion carried.
- 30. 2015 Summer Board Meeting Planning** – The summer board meeting will be in Raleigh, North Carolina in conjunction with the National FFA Alumni Development Conference. Travel day is July 7. Meeting days are July 8 (full day) and July 9 (morning only). Travel home day is afternoon of July 9. Board members are welcome to stay for the National Alumni Development Conference. Nick Nelson and James Cannon indicated they would be able to stay for the alumni event.
- 31. National FFA Foundation Board of Trustees Update** – Parker Bane (IL) joined the meeting by conference call and presented a report from the National FFA Foundation Board of Trustees.
- 32. National Teach Ag Campaign Update** – Ellen Thompson (SD) joined the meeting by conference call and presented a report from the National Teach Ag Campaign.
- 33. Board Conference to Approve 2015-16 NAAE Budget** – It was agreed that the next board conference call to approve the 2015-16 NAAE Budget would be held on April 8, 2015 at 5:00 pm Eastern.
- 34. Adjournment** – With no further business to be transacted at this NAAE Board of Directors meeting, Terry Rieckman moved, Jason Kemp seconded, to adjourn. The motion carried. President Charlie Sappington declared the meeting adjourned at 2:02 p.m.