

Community Development Society

Board of Directors

March 16, 2010

1:00 p.m. CST

(90 minutes)

TO DIAL INTO THE CALL, DIAL 1-213-406-8520 AND ENTER MEETING ID: 6817795#

Connie, Norm, Linda, Mary, Lori, Sharon, Esther, Mark, Brent, Anne, Steve, Christine

I. Call to Order: Norm Walzer

II. Approval of Agenda: Norm Walzer

III. Approval of the Minutes: October 30, 2010: Mary Emery, Secretary

IV. Connie moved, Brent seconded, motion passed

V. Treasurer's Report: Linda Sunde, Treasurer

End of the year financial report and cash flow information and February balance and income statement were introduced and discussed. For cash flow the report included the first two months actual and the rest projected. Not much else to say at this point. We transmitted funds in January to the endowment. An additional \$820 has been collected and will be transferred March 1. We had some additional cash come in from Taylor and Francis. We ended with a bit more cash than we thought. It appears more prudent to count it in the year it is transferred as they don't transfer to us until several months into the new year. She pointed out that the December 31 report has the budgeted numbers in it so we can compare planned with actual. The other report does not have the budgeted amounts as we are making changes. December-February Financials were also discussed. Brent moved and Mark seconded a motion to approve the report.

T&F Contract Amendment (action required)

We are amending this to add a 5th journal and payment options for all electronic journals. Linda, Anne, Rhonda and Lori have reviewed it. We will start with issue number 3 of this year, so we will ask them to make that change. A question was raised about how the electronic access works and will people get a message that the electronic journal is ready was raised. They should send an announcement. We need to make sure that we have the most up-to-date email address for members. Also important, if entities get an only the journal, are they members or individuals? We had a lengthy conversation about a journal-only membership may be a violation of our contract. Institutional membership right now is connected to a position not a person. Discussion also included the concern about institutional membership being misconstrued instead of understood to an individual membership owned by the institution instead of the individual.

Change in #18 to change volume. Linda moved approval of the amended contract, Brent seconded; motion passed.

a. 2011 Budget Amendment (action required)

AOM contract will change. Office supplies number is off, journal amount is higher. Other items also changed. Is there an issues and opportunities committee? Does that go to the communications committee? Technology costs have not been clearly labeled. There is audio visual fee for the conference. NING - why is it audio visual for the conference? Just want to be sure that we are budgeting correctly and in the right place. Do we create a new line item for the conference? Put all the conference proceedings up there. We pay for technology all over

the place. Technology costs need to be in that budget line. We have to get a handle on it. Can we pass it the way it is and come back to it? The budget projects a slight increase in the revenue and shows less than \$4000 left for the year. We need to watch very carefully for any unbridled spending. Any expenses need to be included a head of time. We need to make sure any expenditures are approved before disbursement is made. We didn't have the information and didn't budget for it.

b. Sharon moves accept the budget as amended, Christina seconded. Linda needs to have a couple of people meet with her to go over the technology items. Anne will work with Linda on it and Norm will help out as well.

VI. VP Operations Report: Sharon Gulick

a. 2012 Site Discussions and Memo

Cincinnati we have gone with University of Cincinnati campus area. Room price and F&B is great. Sharon will review and send on to the executive committee. Probably ready to move on the contract. There is a potential problem and some resistance in Xavier; she will work with them on the MOU. Probably ready to announce theme but don't want to take away from Boise.

2013/14 Arkansas is interested; new president of state association and Sharon will follow up. She is less confident about it now. Convention center in Denver contacted her for 2014 and she had bids for several hotels in the area. They are clamoring. Need to talk with Bo about it. Side note – NACDEP is interested in 2014 conference as a possible joint conference. Perhaps at Missouri. NACDEP is making a lot of money on their conference.

b. POG Update

We are the point she is working on board of directors section. There is a discussion in the bylaws, and we felt there should be something in the POG. She is taking that information and putting it in POG language. We also need something on committees and skill sets needed. Those are the two things pending in the POG discussion. We also need to put some information in on grants. We should have it ready for the Boise conference.

VII. CDS Business Office Report: Lori Landry

Lori submitted a report. Any questions? She is continuing to work on the conference, involved in the conference calls with Brent and RSS and sending out updates through the various technologies and social media. Office has updated the website particularly in regard to board orientation. Worked a little on Cincinnati. Membership number as of 14th 368 members, 283 individual. Still about 99 who didn't renew. Webinar series brought in a little over \$700 (Sept through Nov). Future plans out of our office – work on promotion of conference, monthly Vanguard and 2012 conference. Need to get the new membership brochure and dues notice out, so people can renew online. Norm will do a cover letter. She will have some new powerpoints for the orientation. She will check with RSS on attendance.

VIII. Committee Reports Action Items

a. Program Committee - 2011 Conference Planning Update: Brent Hales

Over 350 abstracts submitted; 20 of those posters and several pre-conference workshops, so we have to be able to handle all those that have come in. Abstracts will be sent out to program committee in next day or so for review. We are utilizing CDS program committee and RSS research interest groups that they can group into sessions. We can handle 380 slots. Plan to accept every paper they can. Significantly cut back on the number of meals. Brent met with the board of directors for rural sociology. We are putting together a terrific conference. Idaho rural partners will be meeting in same space with some overlap. We are counting on 550 attendees based on the number of abstracts and past participation and number of submittals. Put together a preliminary menu for the exec committees to review.

The only meal that is specific to CDS is the awards, and it is coming in under cost using a different catering menu. Between all the food costs and 20% and tax, we will come in under \$30,000. They hope to raise the money for Basque night. Last year we had about 150 abstracts. We are right on par with where we are and we are moving to Boise which is less expensive. Significant reduction in international participation – 40 presentations – a little less than last year. CDS board 8-10 on Thursday and mobile learning workshops - some are all day so the board will not be able to do them, but some half days that the board can do. Airline tickets are going up rapidly. Board meeting is Wednesday afternoon and Sunday afternoon for the new board. The spot for Sunday afternoon is reserved if you need it. People need to book the ticket, so we need to make a decision. Conference runs Thursday to Sunday; the board is in a day early. Expectation to start meetings at 3 on Wednesday the 27th. Wednesday habitat for humanity work day; not sure it will happen because of the cost and no one has stepped up to run it. Invite new board members to come in on Wednesday. Turn it over Thursday morning to the new board, but they are not official until the board meeting. No votes taken so just planning – no action can be taken. Schedule a conference call soon after for reflection.

- b. Finance Committee – 2012 Distributions Recommendations: Linda Sunde
Endowment report – earnings
Chart at the end of the report described how the distributions were calculated. Committee recommends \$8000 for 2012; 2 \$500 scholarships, \$1500 to annual conference, \$500 diversity; two Nette Nelson scholarships of \$1000, two other awards – Nicholas and Bradshaw awards. Double what we give out in 2011. Piece still missing – recommendation to approve this but still need criteria the fund disbursements. We hope awards will generate more interest and more giving in these funds. Additional criteria will be presented at the next board meeting. The market is down right now; will we be going into Boise with a lower fund or hold off to May to see what happens with the market. Christine moved that we accept the recommendations; Brent seconded. Motion passed. FYI we have applications for this year and the group is making a decision on who to fund. We don't have any criteria for choosing among applicants. We have to take a look at that for all of these.

IX. Old Business

- a. CDS/AOM Contract Renewal (action required)
Draft was sent out a couple of days ago. Compared with the matrix and there are some minor changes that need to happen. Differences in updating the language. Motion to approve the contract subject to some minor word changes made by the executive committee. Connie seconded. Motion passed
- b. Moline Meeting Outcomes: Mary Emery
Quick summary. Lot of energy in the conversation. There is some confusion about changing the name of the M&M committee to member recruitment. There are some issues; the committee will send recommendations.
- c. Negotiations with NACDEP: Mary Emery/Sharon Gulick
Interest in working together, possible joint conferences, yearly webinar schedule set in July, and access to the journal. Discussion on the amount. In most states there is a group of NACDEP members. What kind of price do we want to put on it? At Illinois, people have access to the journal via electronic library. Sharon, Norm and Mary will put a recommendation to the board to get resolution. If they just get the journal, no voting, no discounts. Would they get Vanguard?
- d. Board Orientation Program: Norm Walzer/Lori Landry Still trying to get this done in March. Lori has sent out a doodle.

X. New Business

- a. 2011-2012 Election Process: in process electronic ballots have gone out.

XI. Consent Agenda/Committee Reports

- a. Awards and Recognition Committee: Gisele Hamm

We need more nominations for awards; we need to extend the deadline to March 31.

- b. Communications/Publications Committee: Anne Silvis

- c. International Committee: Esther Farmer

- d. Issues & Opportunities Committee: Tim Collins

- e. Membership & Marketing Committee: Chris Marko/Christina Vasquez-Case

1. Update on Membership and Renewal Notices

- f. Nominations Committee: Stephen Gasteyer

- g. Webinar Committee: Connie Loden

Connie needs to resign as co-chair of the committee; this is something along the normal lines of my job and it takes a huge amount of time to keep it running. It is not in the regular part of my job and outside normal job duties so it becomes needing to balance my time with those who pay my salary. James Wilcox will be a co-chair and he is a board candidate. We would be better served to have another co-chair, but she will stay on the committee. She has done a great job. She has not had any luck finding another co-chair.

We may have to recruit a co-chair from outside the committee. Norm will send out a call to members to recruit a new co-chair.

Brent moved we accepted the consent agenda, Connie seconded; motion passed.

XII. Adjourn

Next Board of Directors Conference Call, May 18, 2011 at 1:00 CDT.