

Michigan State University  
Community and Natural Resources Development Association (CNRDA)

Board Meeting

April 6, 2006, MSU Extension Office, Wexford County, in Cadillac, Michigan.

Minutes, approved

1. Call to Order at 10:10am by Chair Peterson and Role Call:
  - a. Members Present: Chair Georgia Peterson; Past Chair Darren Bagley; Secretary Kurt H. Schindler; Treasurer Diane Smith; Bonnie Wichtner-Zoia; and Kelly Getman-Dissette.
  - b. Members Absent: Vice-Chair Mary Robb; and Michelle Walk.
  - c. Others Present: none.
2. Minutes of the January 20, 2006 meeting – Schindler  
**Bagley moved, seconded by Smith to approve the January 20, 2006 minutes as corrected.** Motion passed
3. Treasurer's Report – Diane Smith.  
Report printed and distributed. Twenty five dues-paid members. \$1,360 dues collected and \$2,000 budgeted as dues income. Membership list may not be current. **Smith will send a complete membership list to board members.** Carryover from FY 2005 was \$4,331. Balance with funds from transition from former treasurer Ivan to Smith is still being reconciled. \$300 spent on travel scholarships (budget is \$600). Other budget line items do not have new charges.  
**Wichtner-Zoia moved, seconded by Bagley to approve the treasurer's report.**
4. Board retreat plans at WaWaSum  
Board retreat is at WaWaSum is June 27-28, 2006. Agenda should include: regular board meeting, recreate planning, strategic planning, canoe trip, plan 2007 retreat, planning for 2006 fall conference, board succession planning, post mortem on previous year.  
**Peterson will coordinate bringing food for the retreat (two lunches, a dinner, a breakfast, snacks. Smith will contact Tom Coon to attend, and if he cannot then invite both new associate directors. Schindler is to invite past board member Elaine Bush and Dave Ivan.**
5. Member retreat plans at Purdue – Peterson  
CNRDA planning committee spoke with a colleague, Bill Hoover, from Purdue Forestry and Natural Resources Department. Dates are noon Wednesday August ~~15~~ 16 to noon-ish Thursday, August ~~16~~ 17 when the corn is as high as an elephants eye. Itinerary is:  
Aug 15: Morning, leave MSU and travel to West Lafayette (4½ hour driving) and view pastoral sense.  
August 15 afternoon:  
1:30-2:30pm Meet with Sam Cordes, Co-Director for Regional Development. Meet with Christine Nolan, Economic and Community Development Specialist.

Breakout sessions (or en masse to both) one or two of Purdue's Discovery Parks.

Motel: hopefully Purdue Memorial Union.

Aug 15 evening: Downtown Lafayette tour. –most excellent local beer.

Aug 16 morning:

Breakfast with Purdue members of Center for Environment and Land Use Team: Discuss shared issues and interests.

Wright Forestry Center, brief tour of Martell Forest and possibly meet-n-greet and lunch.

Mid morning breakout to tour other natural resource or land use parks in the local area.

Aug 16 afternoon: Lunch. Drive back to MSU.

Use MSU motor pool mini-vans. **Smith will put a budget together for a guestimated 20 people .** Need to get a “save the date” email out to members (and others) with costs and reminder for people to get pre-approval for out-of-state travel.

6. Review of bylaw/constitution wording (briefly) – Bagley  
By-laws name change was approved, and done. Constitution says two directors are “at large”. Our by-laws say “AoE Co-Chairs.” **Consensus is this is not a contradiction, it is the by-laws being more specific than the constitution, not a contravening of the constitution.**

**Schindler moved, seconded by Bagley, that the board confirms the vote of the membership changed of the name of the organization from Community Resources and Development Association” to “Community and Natural Resources Development Association (CNRDA)”.** Motion passed.

7. Awards committee information  
Committee is Smith, Bagley, Schindler (but Schindler does not vote very well). Discussion: awards application is a nice easy form. **Smith will send the form to Bagely to put it on the web.** Will need to advertise the awards with membership and AoE list serves. Deadline for award nominations will be around end of August/beginning of September.
8. Updates on:
  - a. MCEA retreat  
June 5-6, 2006 at Kettunen Center. Bagley will attend both days. Smith and Kurt will attend June 5. Peterson (and maybe Robb) will attend June 6.
  - b. Last MCEA meeting  
On-line reviews of staff does not include Tom Coon and regional directors. Input form should have the option to be anonymous. **Consensus is to ask to keep the on-line evaluations up year round. Then when an event happens to phrase, critique it can be entered at the time. Items get lost when entry is limited in time (do not have time at that moment, or do not remember event from six months ago.)**

Important to have a number of PREF explanations on its use on a web site. Need help on how to explain this to clients. **Consensus is to have PREF form for multiple programs at once, rather than a form and check for each program. Idea is to turn in PREF once a quarter or each six months worth of programs all at once – as time time county office is doing sales tax.**

For other items in the report see MCEA meeting minutes for March 10, 2006.

PHP health insurance is not available for Extension employees out-state. Used to be that out-state employees could opt for PPO at the same cost as PHP. Now PPO is a higher cost, without PHP available. One effort is to expand PHP coverage in the state. There will be areas of the state that PHP will not expand to, the market is not large enough. Need to go back to PPO option at the same cost where PHP is not available. Should communicate such concerns to Amy Irish Brown who is on the benefits committee.

Discussion on Mentoring new Extension employees. MSUE has a more basic problem with simple processing new employees. Related horror stories with processing new employees into payroll, benefits, assigning email taking as much as 2½ months.

- c. Fall conference plans  
Association meetings will be in the evening 5:30-9pm, October 11, 2006. (Fall conference is October 10-12, 2006 at the Amway Grand in Grand Rapids) At lunch on October 11, 2006 is the Extension wide awards lunch where each association presents two of its awardees. **Wichtner-Zoia will seek a speaker on multi-cultural aspects of natural resource and development for the CNRDA dinner.** Need to have ideas and offers for the MCEA on-line auction items (best to offer personal services such as a canoe trip, fly fishing lessons, home made items.
- d. Affiliations with National Associations  
We are affiliated with ANREP and (we think NACDEP). The affiliations should be included in our marketing tools (web page, brochure, etc.). Already have a dues structure for reduced dues if a member also joins one of the two national associations. **Consensus is to promote this at the fall conference.**
- e. Professional improvement funding (PILD & national conventions)  
The MSUE Director's has \$1,000 for CNRDA to use to provide scholarships to send delegates to national organization meetings. **Consensus is to notify members that the national conferences exists, and that funding is available and.**
- f. Master Degree requirement  
Why now? Can not afford to pay masters degree salary now. Cost of degree compared to increased pay does not make economic sense. Need to totally grandfather existing employees. They were hired with the degree they need. Should be able to retain mobility and horizontally and vertically in the organization. **Consensus is this concern should be brought to MCEA.**

- g. Bulletin development process  
Bulletin system takes a long time. Do not know who bulletin system is accountable to. The process to submitting, editing, can take up to a year. To be a bulletin must have two reviewers (peer review), has very good copy reading/proofreading. A year to develop a bulletin simply is too long. As a result many AoEs and others have developed work-around to get material out without using bulletin office. Hard to find bulletins that are published (poor indexing). Maybe this might be an issue for the new associate director.
  
- 9. Other  
Who is / how are we contacting new people in Extension to offer them their first year membership to CNRDA. Still a problem identifying who new employees are. **Smith will construct a list of new people, Peterson will draft a letter to send to new employees with CNRDA topic area affiliation with a first year complementary membership and copy of the brochure.** Ask Joe Lessard to send out notice of new employees.
  
- 10. **Adjourn at 12:45pm.**

Respectfully submitted:

Kurt H. Schindler  
Secretary