

<b>Board Members</b>	<b>Present</b>	Bo Beaulieu, Lisa Gilchrist, Stephen Jeanetta, Daniel Kahl, Neil Linscheid, Sarah Hultine Massengale, Margaret Stout, Zachary Wood <b>Executive Director (ED):</b> Tammy Baxter
	<b>Regrets</b>	Mark Brennan, James Calvin
	<b>Absent</b>	
<b>CDS Members and Guests</b>		
<b>Meeting Called to Order</b>		By Chair Margaret Stout at 2:06 pm ET- USA

## I. Opening Items

- A. Meeting Call to Order
  - By Chair Margaret Stout at 2:06 pm ET- USA
- B. Ratify Board Meeting Minutes: May 13, 2024
  - Margaret requested a friendly amendment to note the discussion with CCDA about including a webinar in the partnership
  - Moved by Linscheid
  - Seconded by Beaulieu
  - CARRIED

## II. Reports and Updates and Presentation

- A. Chair
  1. POG Section 4 Academic Journals
    - The board reviewed inconsistencies in the Community Development Journal's internal policies regarding membership requirements for the editorial team and editorial board. After discussion, the board decided to remove the requirement for editorial board members to be CDS members, while maintaining the requirement for the paid editorial team.
    - The board decided to refer the journal policies, including potential financial implications of membership requirements, to the finance committee for further review and recommendations.
- B. Vice Chair of Programs
  1. 2024 Annual Conference Planning Update
    - We have a program but may still have room for a few more breakout sessions. Chair Stout to reach out to CCDA to see if they are interested in presenting at a breakout session; the plenary sessions are all confirmed
    - We confirmed one new sponsor, the Public Policy Center at the University of Nebraska-Omaha; UNO is also going to be doing a plenary session; sponsorship is at roughly \$24,000
    - We have about 110 attendees registered for the conference; the early bird pricing will be extended an additional week with the goal of getting closer to 175 attendees; if around 175 is not reached, we will end up giving back some money to the hotel

- Vice Chair of Programs Jeanetta and Executive Director Baxter advised that the 2025 CDS Annual Conference proposal was taken off of the agenda because the update hasn't been provided as yet; it was advised to send it into an electronic vote, if needed

**C. Committee & Working Group Updates**

**1. Nominations Committee Update**

- Nominations Committee Chair Linscheid advised the Board that the nominations committee, which is Neil Linscheid, Cornel Hart, Jane Leonard, and Josh Newton; the committee got some work done quickly and the nominations turned out to be excellent
- Chair Stout was thanked for initiating a new policy to help us understand what happens if a current board member is nominated for an officer role
- The Board was presented with the list of nominees that have been forwarded from the Nominations Committee to the Board
- Board Director and Nominations Committee Chair Linscheid made the Motion for the Board to Approve the 2024 Board Elections Nominations Slate to initiate the voting process
- Moved by Stout
- Seconded by Jeanetta
- CARRIED with 6 votes to approve and 2 abstentions from Board Members who are on the nomination slate
- There was a brief discussion from Treasurer Beaulieu and Nominations Chair Linscheid that Nominations Committee Member Josh Newton is a nominee and did abstain from any voting that pertained to the One Year Term Board Director position
- It was also noted that the Nominations Committee will provide a test run of the election until tomorrow morning; then Executive Director Baxter will send the voting invitations to all CDS Members with an active annual membership; the election start time will be June 11 and 6pm CT and will end in 30 days on July 10 at 6pm.

**2. Membership Committee (MC) Update**

- The MC created a membership survey that the Board reviewed two meetings ago. It is ready to be distributed and Tammy is working on a timeline to send it to the membership; the survey will be open for a while with reminders sent; a quick synopsis of preliminary feedback will be shared at the conference with a notice that there's one more chance for members to fill out the survey if they have not yet.
- Survey results will be compiled after our conference to share with the board at the August Board meeting and then discuss the idea of sharing it with the membership through a webinar.
- The student group is working incredibly hard and are going to be meeting at the conference.

- The new member orientation committee has been meeting and have some preliminary plans and an agenda to lead the new member orientation at the conference.
- Chair Stout thanked Board Director Kahl and Executive Director Baxter for working to send out the recruitment message that went out to academic programs.

**D. Treasurer Report**

**1. Financial Report as of April 30, 2024 – Voting Item**

- Treasurer Beaulieu pointed out from the report that the Managing Editor of the journal was late in providing several invoices so this is why the publication expenses are high for April
- Last month the scholarship awardees were approved and Executive Director Baxter process and sent all those payments out
- Membership numbers are better compared to last year and the bank account balances are in a healthy position
- The Fidelity Endowment Fund account managed by FL Putnam decreased by about \$8,000 but it is now increasing
- Treasurer Beaulieu shared a presentation that provided graphs which shows the organization will generate about \$34,000 with a net revenue of about \$11,300; it shows optimistic financial health.
- September will be the final payment of \$500 for legal fees
- Motion to Approve the Treasurer Report for period ending April 30, 2024
- Moved by Jeanetta
- Seconded by Wood
- CARRIED

**E. Executive Director**

**1. Monthly Strategic Planning Summary**

- Executive Director Baxter advised it has been the busiest month of work for the CDS
- The target of 250 CDS Members has been met at the end of May; this success is from work by the Executive Director, Membership Committee and Stewardship Committee

**III. Closing and Adjournment**

**A. Other Brief Updates/Proposals**

- Chair Stout recommended to put a video together that captures the highlights from the 2024 Conference; this can be used for marketing efforts
- Chair Stout requested to cancel the July 9<sup>th</sup> Board meeting in the Zoom calendar since the Board meeting will be on July 14<sup>th</sup> at the CDS Conference
- Chair Stout also mentioned she will be sending out the Annual Business Meeting draft presentation so that the Board can work on it collectively



- Chair Stout requested to move the closing agenda item for the Executive Director’s contract addendum discussion to a brief Executive Committee Session after adjourning this meeting
  
- B. Motion to Adjourn  
Adjourned at 3:21pm EST  
Moved by Kahl  
Seconded by Hultine-Massengale  
CARRIED