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| Board Members | Present | Vice Chair Daniel Kahl, Treasurer Lionel “Bo” Beaulieu, Secretary Wilson Majee, Executive Director Tammy Baxter, Jerold Braatz, Sarah Hultine-Massengale, Tanner C. Knorr, Kathleen Lopez |
| | Regrets | Chair Stephen Jeanetta, Todd Johnson, Neil Linscheid, Jesse Taylor |
| | Absent | |
| CDS Members and Guests | | |
| Minutes Recorded By | | Secretary Wilson Majee |
| Meeting Called to Order | | By Vice Chair Daniel Kahl at 3:05 pm CDT- USA |

I. Opening Items

A. Meeting Call to Order

- By Vice Chair Daniel Kahl at 3:05 pm CDT- USA

B. Ratify September 9, 2025, Board Meeting Minutes

- Board Director Jerold Braatz advised to add \$ sign before 4,000 on page five of the minutes. The board agreed to make this amendment.
- Motion to ratify minutes with amendment
- Moved by Braatz
- Seconded by Lopez (non-voting), Kahl
- CARRIED

Meeting Summary:

The board meeting covered strategic planning discussions around editor transitions for the Local Development Society journal and established three-year goals focused on revenue, membership, and programming targets through 2028. The membership committee explored challenges in expanding international and institutional memberships while discussing revised membership goals and strategies for improvement. The board reviewed financial updates and approved various committee recommendations, including scholarship disbursements and conference planning initiatives, while also addressing concerns about membership decline and website infrastructure needs.

Key Takeaways

- Jerry to create a chart showing revenue projections for 2026-2028 based on the discussed parameters and share it with Dan before the next meeting.
- Dan to send the strategic goals slide to Jerry for the revenue projection work.
- Membership Committee to develop strategies to reach the goal of 400 sustained members by 2028.

- Membership Committee to finalize website recommendations document by the end of October.
- Tammy to release the call for proposals for the Savannah conference.
- Tammy, Neil, and Jerry to conduct the Savannah site visit on October 28-30.
- Tammy to finalize hotel contracts for the Savannah conference.
- Stewardship Committee to prepare scholarship applications for release in mid-November.
- Tanner to release the announcement for the last webinar of the year.
- Board to begin search for new editor for the Local Development and Society journal.
- Steve to get more details from Rhonda and Norm about the journal editor transition.

II. Reports and Updates

- A. Vice Chair Strategic Planning Discussion. Vice Chair Dan Kahl led a discussion on strategic planning.

Strategic Goals Review Meeting

The group reviewed the agenda. Dan proposed spending 20 minutes reviewing and refine strategic goals.

Journal Editor Succession Planning

The board discussed the upcoming retirement of Norm Walzer and Rhonda Phillips as co-editors of the Local Development Society journal within the next year. They explored options for finding new editors, including the possibility of one editor-in-chief or two co-editors, with a budget of \$4,000 per year for compensation. Tammy suggested considering Sophia Kotsiri, the managing editor, for the role. The board agreed to start the search for new editors at the beginning of the year, with Norm staying on until July to provide mentoring. They also discussed the need to publicize the search within the CDS membership and utilize the expertise of current editors like Craig Talmage and Norm Walzer for the transition.

Three-Year Strategic Goals Proposal

The board discussed three-year goals, focusing on revenue, membership, and programming. They discussed reaching revenue goals by 2028, with strategies including journals, conference income, and membership fees.

After discussion, the board agreed on a membership goal to reach 400 sustained members by the end of 2028, with a benchmark of 325 members in the next 18 months. They discussed strategies to increase membership, including targeting professors and administrators at institutions with community development programs, participating in conferences and practitioner gatherings, and improving the institutional membership process and website. The group also agreed it would be valuable to find the reasons for membership loss and to invest in building out membership benefits and resources over the next 6-12 months.

The board reviewed program goals and agreed on a target goal of engaging 1,200 unique individuals over three years through webinars, conferences, and other programs. The board clarified that the goal was not limited to CDS members and could include non-members who participate in their programs.

The board discussed revenue goals. Board Director Jerold Braatz agreeing to create a chart showing revenue projections for 2025-2028 based on various parameters to help the board establish a revenue goal at the next meeting.

Scholarship Fund and Financial Updates

The board approved the Treasurer's report and adopted the Stewardship Committee's recommendation for 2026 scholarship disbursements of \$6,000, with an unrestricted contingency of \$2,500 if needed. Bo presented the financial update, noting membership increased by \$6,000 compared to last year and total assets were down by about \$4,000. The board also discussed the endowment fund performance and potential future scholarship increases, with Bo suggesting they could come back to the board if more funds were needed for highly qualified candidates.

Treasurer Report: Financial Report as of August 31, 2025 – Voting Item

- Motion to Adopt Stewardship Committees' Recommendation of 2026 Scholarship Disbursements Totaling \$6,000.00 and \$2,500.00 in Contingency Funds from the Unrestricted Fund for Additional Scholarships or Conference Expenses
 - Moved by Majee
 - Seconded by Hultine Massengale
 - CARRIED

- Motion to Approve the Treasurer Report for period ending August 31, 2025
 - Moved by Majee
 - Seconded by Braatz
 - CARRIED

III. Committee Updates and Conference Planning

The meeting covered updates from various committees:

Governance Committee: reported holding meeting to review membership terms and conditions documents presented by the Membership Committee. Sent recommended revisions and comments to Membership Committee

Membership committee: reported progress on Vanguard issues and plans for student and international group engagement.

Programs Committee: shared updates on site selection for future conferences, with Wisconsin and Denver areas under consideration.

The Executive Director: provided details on conference planning, including a site visit to Savannah, Georgia, and the implementation of a new call for proposals system. The

executive director reported a decrease in membership and plans to consult with an IT expert on potential upgrades to the CDS website. The conversation ended with a motion to adjourn.

IV. Closing and Adjournment

Adjourned at 4:17 pm CDT. Motion to Adjourn

- Moved by Hultine Massengale
- Seconded by Majee
- CARRIED