

Minutes
NAAE Board of Directors Meeting
February 10-11, 2024

The NAAE Board of Directors conducted a board of directors meeting on February 10-11, 2024 in Lexington, KY at the NAAE Office. Board members in attendance included: Eric Tilleman (MT), President; Bill Newsom (TN), President-Elect; Kyle Stapleton (ID), Region I Vice President; Cameron Dale (OK), Region II Vice President; Paul Aarsvold (MN), Region III Vice President; Jeff Voris (MO), Region IV Vice President; Nelson McCracken (GA), Region V Vice President; Aaron Geiman (MD), Region VI Vice President; and Alissa Smith (KY), NAAE Chief Executive Officer. Deanna Schnuck (MO), Past President joined remotely by Zoom.

The minutes of the meeting are as follows:

1. **Call to Order** – President Eric Tilleman called the board meeting to order at 8:13 a.m. on Saturday, February 10, 2024. Eric welcomed all to the meeting.
2. **Reflection and Pledge** – President-Elect Bill Newsom provided a reflection to the group and led the group in the Pledge of Allegiance to the Flag of the United States of America.
3. **Review and Adjust Agenda** – Nelson McCracken moved, Cameron Dale seconded, to approve the agenda with flexibility. Motion carried.
4. **Approval of Minutes** – Kyle Stapleton moved, Paul Aarsvold seconded, to approve the minutes from the October 12, 2023 virtual meeting, the November 29-30 and December 1, 2023 convention business session meeting, the December 21, 2023 virtual meeting, and the January 11, 2024 virtual meeting. The motion carried.
5. **NAAE Board and Staff Updates** – Eric Tilleman invited each director and staff person to present an update on their activities since the last board meeting in January.
6. **NAAE Board Member Orientation** – Alissa Smith led the board through board training to clarify the roles and responsibilities of the NAAE board of directors and the NAAE staff. NAAE staff and board also signed their annual Conflict of Interest Policy and Disclosure Statement.
7. **NAAE CEO Report** – Alissa Smith shared an update concerning staff and internal operations including an update on the impact of NAAE programs.

8. **NAAE Membership Report** – Alissa Smith provided an update on membership as of February 9, 2024 and unprocessed rosters.

President Eric Tilleman recessed the board meeting for lunch.

9. **NAAE Board Committee Meetings**

- **Finance** –The Finance Board Committee was called to order by Chair Eric Tilleman at 1:30 p.m. Jay Jackman, Chief Financial Officer, joined the meeting to present the current financial update including going over the most recent financial compilations from October 31, 2023, the Ag Ed Relief Fund Report, and the plan for the audit in March. Jay also shared that the hotel bill from 2023 NAAE Convention is holding up the processing of the rest of the year financial compilations. The NAAE Board of Directors targeted this year as the year for the Financial Review Membership Committee to review the dues structure as it relates back to the original dues increase motion from 2021. Jeff Voris moved, Kyle Stapleton seconded, to approve the Ag Ed Relief Fund application for Alan Green. The motion carried. With no further business, the Chair adjourned the meeting at 1:47 p.m.
- **Policy & Bylaws** – The Policy & Bylaws Board Committee was called to order by Chair Deanna Schnuck at 1:47 p.m. Alissa Smith shared about the need for a look at the NAAE Bylaws to make sure we are operating within our own Bylaws and policies. Alissa shared that Beyond the Gavel would be a potential company to use for consultation. Eric Tilleman moved, Kyle Stapleton seconded, to hire Beyond the Gavel for consultation of the NAAE Bylaws. The motion carried. Aaron Geiman moved, Jeff Voris seconded, to adjourn. The motion carried. The Policy & Bylaws Board Committee was adjourned at 1:56 p.m.
- **Strategic Planning** – The Strategic Planning Board Committee was called to order by Chair Bill Newsom at 1:56 p.m. Alissa Smith presented the 2023 NAAE Annual Report. The NAAE Board reviewed the annual report. With no further business, the meeting was adjourned by the Chair at 1:58 p.m.

10. **Regional Conference Planning** – Alissa Smith shared a plan for marketing and brand placement for the 2024 NAAE Regional Leadership Conferences.

11. **NAAE National #TeachAg Day** – Alissa Smith shared the plans for the 2024 National #TeachAg Day Celebration. The NAAE Board plans to have their summer/fall meeting immediately following National #TeachAg Day this year in order to participate in the activities.

12. **NAAE Board Committee Meetings Cont.**

- **Advocacy in Agricultural Education**
Jeff Voris, Board Chair for the Advocacy in Agricultural Education Committee,

conducted the meeting. Mary Handrich, Wisconsin, Advocacy in Agricultural Education Membership Committee Chair, joined the meeting via Zoom. (Refer to the committee report for the details of the committee meeting.)

- **Member Experience**

Cameron Dale, Board Chair for Member Experience Committee, conducted the meeting. Erica Whitmore, Washington, Member Experience Membership Committee Chair, joined the meeting via Zoom. (Refer to the committee report for the details of the committee meeting.)

- **Professional Development**

Aaron Geiman, Board Chair for the Professional Development Committee, conducted the meeting. Emily Sewell, Oklahoma, Professional Development Membership Committee Secretary, joined the meeting via Zoom. (Refer to the committee report for the details of the committee meeting.)

- **Teacher Recruitment, Retention, and Recognition**

Nelson McCracken, Board Chair for the Teacher Recruitment, Retention, and Recognition Committee conducted the meeting. Annette Weeks, Washington, Teacher Recruitment, Retention, and Recognition Membership Committee Chair, joined the meeting via Zoom. (Refer to the committee report for the details of the committee meeting.)

13. **Executive Session** – Kyle Stapleton moved, Aaron Geiman seconded, for the NAAE Board of Directors to go into executive session. The board went into executive session from 4:18 p.m. until 4:53 p.m. for the chief executive officer’s annual performance evaluation. Kyle Stapleton moved, Paul Aarsvold seconded, for the NAAE Board of Directors to close executive session.

President Eric Tilleman recessed the board meeting at 4:53 p.m. until Sunday morning.

Sunday, February 11, 2024

President Eric Tilleman reconvened the meeting on Sunday, February 11, at 8:16 a.m.

14. **Board Directives following Executive Session** – Jeff Voris moved, Kyle Stapleton seconded, to provide a five percent salary adjustment effective April 1, 2024 to the Chief Executive Officer. Motion carried.

15. **Committee Reports** – Kyle Stapleton moved, Paul Aarsvold seconded, to approve the committee reports as presented. Motion carried.

16. **NAAE Convention Planning** – Alissa presented the 2024 NAAE Convention schedule and noted the addition of the Committee Training on Wednesday and the recognition of Committee Chairs and Secretaries as part of the schedule.

17. NAAE Representative on Ag Ed Board Reports –

- a. **National FFA Foundation Board of Trustees** – Cameron Dale updated the board that they have not had a meeting yet and will provide an update at the next meeting.
 - b. **National Council for Agricultural Education** – Jeff Voris updated the board on the latest related to the Council and reported that our new NAAE post-secondary representative Heather Eberlin was on the last call.
 - c. **Ag Ed Summit Report** – Aaron Geiman and Kyle Stapelton updated the board on the summit and shared their notes from the two days of meetings.
 - d. **National FFA Board of Directors** – Deanna Schnuck updated the board on what has occurred since our last meeting and informed us there would be a meeting in late February.
 - e. **National FFA Alumni** – Shari Graffunder shared her notes from the National FFA Alumni meeting she attended in January.
18. **New Business** – Jeff Voris moved, Paul Aarsvold seconded, to increase the meal per diem to the federal rate effective for all travel as of February 8, 2024.
19. **Adjournment** – With no further business to be transacted at this NAAE Board of Directors meeting, Bill Newsom moved, Cameron Dale seconded to adjourn; the motion carried. President Eric Tilleman declared the meeting adjourned at 10:02 a.m.