

**AAAE Board of Directors Meeting
La Mansion del Rio Hotel – San Antonio, TX
Friday May 27, 2005**

The meeting was convened at 8:20 p.m. by President Bill Camp. Members present: Bill Camp Jackie Deeds, Dennis Duncan, Tracy Hoover, Robert Martin, Gary Moore, Tim Murphy, Ed Osborne, James Smith and Greg Thompson.

The following agenda items were discussed:

Responsibilities of

- Past President – Nominations for officer positions for 2006 meeting; assist current president; seek nominations for the AAAE Fellow
- Tracy Hoover – oversee the following: AAAE Special Award; Outstanding Early Career Member
- Dennis Duncan – Send out call for nominations on the AAAE listserv; **send out awards information on the AAAE listserv January 1 – due date March 1**; collect items for the web master; collect reports from each region; and collect SIG minutes to be posted on the AAAE web site
- Greg Thompson – AAAE Life Member, Outstanding Agricultural Educator
- James Smith – Memorials
- Jackie Deeds – Id the distinguished lecturer; purchase plaque for retiring president
- Gary Moore – Collecting new/old artifacts; organizing testimonial videos and recording new ones. James Smith suggested adding streaming video coverage of testimonials to the AAAE web site
- Tim Murphy – manages the financial and legal components of AAAE (collect dues, conference registrations, and magazine subscriptions, pay bills, file tax forms with state and federal authorities); maintains membership records; maintains the JAE mailing list; provides labels for mailing the JAE.
- Regional Vice Presidents – provide reports of regional meetings at NAERC; Id conference sites for each region; get necessary plaques for each region

Discussed cost of future awards (plaques) – James Smith recommended that one person order all plaques. Bill Camp proposed that each vice president order their plaques at a maximum cost of \$80.00. James Smith volunteered to order and bring the plaques to NAERC 2006 if we provided him with the necessary information for each award, Board approved.

Tim Murphy recommended that AAAE develop a legal document that releases the Association and the Journal of any responsibility of works published by said author(s). Tim agreed to assist in drafting a document to be reviewed by the members of the Publications Ethics Committee. The Board approved this recommendation.

NAERC '05 - What Went Well?

- Program schedule with an open afternoon
- Last research paper session scheduled from 3:00 – 4:30 p.m. on Friday
- Two meeting times for the SIG's

- Ending on Friday evening
- Very organized
- Barrick seminar and pre-session workshop on the first day (Wednesday)

NAERC '05 – What should change for 2006

- Move registration to an earlier time on Wednesday
- Have the completed program available earlier
- Make more copies of the program (200)
- First day lunch break too short (between research workshop and SIG meetings)
- JAE Editing Managing Board should have met earlier
- Invite others (Extension & State staff) to bring greetings at the AAAE luncheon
- Have a general session
- Have a one hour meeting before the Friday (a.m.) research sessions
- Provide a continental breakfast on both Thursday and Friday. At this time introduce graduate students and guests; hold the poster sessions
- Make sure we have an AV coordinator for each session (Miss State for '06)
- Have blank name tags
- Have a printer, copier, scanner and computer available at registration
- Larger font on the name tags; use a chain instead of pins
- Id a headquarter office
- Secure office supplies (stapler, paper clips, tape, push pins, etc.)
- Secure signs for each meeting room
- Develop time cards that are easier to read (white card w/dark numbers)
- Encourage graduate students to attend the SIG's