2006
ANNUAL REPORT
OF
EPSILON SIGMA PHI
PI CHAPTER

The mission of Epsilon Sigma Phi is to foster the standard of excellence in the Extension system and to develop the Extension profession and professional.
Epsilon Sigma Phi

Why would you join Epsilon Sigma Phi?

Epsilon Sigma Phi (ESP) is a unique organization that promotes life long learning and a spirit of fellowship among present and past Extension employees. With recent changes in Extension, membership in ESP is more important than ever!

Being a member of ESP has many benefits and opportunities. You can:

- Stay up-to-date with state/federal legislation that affects Extension programs and benefits plus be part of the strategy to maintain a strong Extension Service.

- Stay up-to-date through professional publications that address timely needs and challenges of members.

- Participate in fund-raising events that grow the Minnesota Extension Worker’s Scholarship (MEWS) Fund.

- Apply for and receive a scholarship for professional development through the MEWS Fund.

- Participate in annual meetings, special programs, and a calling tree that facilitates ongoing member communication.

- Be recognized for your outstanding work and performance for the University of Minnesota Extension Service and Epsilon Sigma Phi.
Epsilon Sigma Phi – Pi Chapter Annual Meeting
Wednesday, September 27, 2006 – 4:45 p.m.
Extension Regional Center – Andover, MN
AGENDA

Call to Order – Janet Beyer
Appointment of Timekeeper and Parliamentarian
Additions, Approval of Agenda
Introduction of Guests

Minutes of 2005 Annual Meeting – Andrea Ruesch
Treasurer’s Report – Sheila Craig

Highlights of President’s Report – Janet Beyer
Acceptance of Committee Reports as printed in Annual Report -- Glenice Johnson
  Awards and Recognition – Cindy Bigger
  Global/International – Chuck Schwartau
  History/Archives – David Pace
  Legislative & Benefits– Jeanne Markell/Liz Templin
  Membership – Diane Damerow/Kia Harries
  Newsletter – Sara Croymans/Kathy Olson
  Nominating Committee – Cindy M. Petersen
  Professional Improvement – Neil Broadwater
  Retiree – Beth Russell
  Scholarship – Roselyn Biermaier
  Silent Auction – Colleen Gengler

Old Business
  Retirees Directory and Communication – Gwen Gmeinder
  Audit Report and Recommendation – Chuck Schwartau/Kathy Olson
  Proposed By-Law Changes – Janet Beyer
    MAEE & ESP Collaboration
    Associate Member Proposal

New Business
  2006-2007 Election of Officers – Cindy M. Petersen
  Proposed 2006-2007 ESP Budget – Sheila Craig
  National ESP meeting – Janet Beyer
  MN Extension Centennial Celebration – Jeanne Markell
  Other business

New Member Initiation – Membership Committee
Awards Presentations – Cindy Bigger
Memorial Service – Beth Russell

2006-2007 ESP Leadership Team Announcement/Installation – Cindy M. Petersen
Announcement of 2006-2007 ESP Committee Chairs – Glenice Johnson
Other announcements:  ESP Dollar Auction, NAEFCS National Meeting

Adjourn
2004-2005 PI CHAPTER OFFICERS

President: Janet Beyer
Regional Extension Educator, Community Youth Development
Extension Regional Center, Rochester
863 30th Avenue SE
Rochester, MN  55904-4915
(507) 536-6305  (888) 241-4536 Fax: (507) 280-2872
Email: beyer010@umn.edu

President-elect: Glenice Johnson
Regional Extension Educator, Family Resource Management
Extension Regional Center, Crookston
251 Owen Hall
2900 University Avenue
Crookston, MN 56716-5001
(218)281-8689  (888)241-0781 Fax: (218)281-8686
Email: johns436@umn.edu

Secretary: Andrea Ruesch
4-H Program Coordinator
University of Minnesota Extension, Jackson County
607 S Hwy 86
PO Box 309
Lakefield, MN  56150-0309
(507) 662-5293 Fax: (507) 662-5016
Email: ruesc001@umn.edu

Treasurer: Sheila Craig
Retired Extension Educator and Professor Emeritus U of MN Extension Service
RR 1 Box 161
Preston, MN  55965-9741
Home: (507) 765-2707 Work: (507) 765-3896 Fax: (507) 765-4512
Email scraig@co.fillmore.mn.us

Past President: Cindy M. Petersen
Regional Extension Educator, Family Resource Management
Extension Regional Center, Hutchinson
980 2nd Avenue SE
Hutchinson, MN  55350-2608
(320) 234-0440  (888) 241-3207 Fax: (320) 234-0444
Email: peter210@umn.edu

Directors: Naomi Fruechte
Retired Extension Educator & Professor Emeritus U of MN Extension Service
18418 Simmenthal Road
Caledonia, MN  55921-9731
(507) 724-2524
Email: vnfruech@acegroup.cc

Kent Gustafson
Extension Educator, Tourism
120 BioAgEng
1390 Eckles Avenue
St. Paul, MN  55108-6005
(612) 625-8274 Fax: (612) 624-4264
Email: kgustaf@umn.edu
**2005-2006 Committees:**

**Auction & Fundraiser:** Colleen Gengler  
(507) 372-3907  (888) 241-4635  
Email: gengl003@umn.edu

**Member Services (Awards):** Cindy Bigger  
(218) 998-5793  (888) 241-0843  
Email: cbigger@umn.edu

**Global Relations (International):** Chuck Schwartau  
(507) 536-6301  (888)241-4536  
Email: cschwart@umn.edu

**History & Archives:** David Pace  
(651) 636-6207  
Email: pacevhde@comcast.net

**Public Issues (Legislative):** Jeanne Markell  
(612) 624-5360  Fax: (612) 625-6227  Email: marke002@umn.edu

**Pi Chapter Newsletter co-editors:** Sara Croymans  
(320) 589-1711  (888) 241-4532  
Email: croym001@umn.edu

**Membership Recruitment & Retention:** Diane Damerow  
(507) 373-1516  Email: ddamerow@charter.net

**Liz Templin**  
(763) 767-3880  Fax: (763) 767-3885  Email: templin@umn.edu

**Nominating:** Cindy Petersen  
(320) 234-0440  (888) 241-3207  Fax: (320) 234-0444  
Email: peter210@umn.edu

**Professional Development:** Neil Broadwater  
(507) 536-6000  (888) 241-4536  Fax: (507) 280-2872  
Email: broad007@umn.edu

**Retiree/Life Member:** Elizabeth Russell  
Home: (320) 269-8475  Email: erussell@charter.net

**Resource Development & Management (Scholarship):** Roselyn Biermaier  
(507) 337-2813  (888) 241-3261  Email: bierm005@umn.edu
President Cindy Petersen called the meeting to order at 4:21 pm. President Petersen appointed Rosi Heins as the timekeeper. Shirley Anderson-Porisch was appointed as the parliamentarian. Marian Anderson, Sara Croymans, and Toni Smith will review the minutes.

Rosi Heins moved to approve the agenda as printed and Bruce Schwartau seconded the motion. Motion carried.

The 2004 meeting minutes were reviewed by Nancy Hegland. Beth Russell moved to approve the minutes and Cindy Bigger seconded it. Motion carried.

Treasurer's report was reviewed by Sheila Craig. Naomi Fruechte moved to approve the treasurer's report. Liz Templin seconded the motion. Dorothy Freeman moved to amend the motion to include the amount from the savings account. Toni Smith seconded the amendment. The amendment and motion passed.

Highlights of the President's Report – Cindy Petersen reviewed the President’s report, which is printed on page 12 of the annual report. She highlighted the JCEP workshop held in Milwaukee. Cindy also reviewed the Pi Chapter goals for 2004-2005.

Committee reports

Awards and Recognition – The committee was charged to review the awards and recognition process with MAEE. We have very few awards in common, although we will be presenting an overall teamwork award this evening at the MAEE banquet. Cindy Bigger reported that we did have an increase in the number of award applications this year. The awards will be presented later in the meeting.

Global and International – Chuck Schwartau reviewed the printed report. He has been exploring working with other Universities regarding their international programs. Chuck has tried to find information from Michigan and Florida. He has connected with other departments at the University of Minnesota, however is finding limited opportunities. The University of Minnesota Office of Special Programs can help in setting up international trips, however many are on your own. Chuck shared some web sites that can be helpful to people interested in international work. They include: www.international.umn.edu or www.aiaee.org/pdf/Clearwater.pdf.

Legislative & Benefits - Jeanne Markell and Liz Templin were the committee chairs. Jeanne Markell and Chuck Cassey worked with the legislature and had a positive reception from them this year. We benefited from the success we have had in educational programming. All the budgets are being looked at on the federal level due to the recent disasters.

Liz Templin handed out a handout on the Federal benefits. She explained the Government Pension offset, which could affect your social security payments. Please contact your congress people, if this will affect you. She also encouraged members to explore the NARFE website regarding the NARFE operation offset, due to Hurricane Katrina. The article with information is dated 9/21/05.

Membership Report – Diane Damerow and Pat Stumme. Diane shared highlights from their report. Please talk with your colleagues about joining Epsilon Sigma Phi. We had 34 active members this past year and 30 signed up as of today.

Newsletter – Sara Croymans and Kathy Olson – We have two newsletters go out electronically each year. We also can send any updates as requested by the board members. If you are receiving the newsletter via mail and have access to email, it would be appreciated if you could receive it by email to reduce postage costs.

Nominating Committee – Shirley Barber shared the remaining officers for 2005-2006, which include President – Janet Beyer, Past President – Cindy Petersen, and Naomi Fruechte as Director. The officer candidates are President Elect- Glenice Johnson, Secretary – Andrea Ruesch, Director – Kent Gustafson, and Treasurer – Sheila Craig.

Professional Improvement – Rosie Heins indicated that we worked with MAEE to host the professional development opportunity with Chuck Lofy on October 12th and 13th. Epsilon Sigma Phi contributed $1000 to the cost of the speaker.
Scholarship - Roselyn Biermaier indicated that the committee is updating the scholarship guidelines. The new guidelines are printed in the annual report.

Silent Auction – We have the same number of auction items as in 2003. More people are joining together to do put together very nice auction offerings. The auction will conclude at 6:50 pm this evening.

The Committee reports were approved.

Old Business:

MAEE and ESP collaboration – Janet Beyer reported on the two organizations, their mission, and possibilities of working more closely together. It was decided that each organization would have a liaison to each others board to help increase communication and understanding of our missions.

Audit report – Kathy Olson and Janet Beyer reviewed the books with Sheila Craig. There had been several recommendations from last year and the changes were made. Chuck Schwartau moved to approve the audit report and Naomi Fruechte seconded the motion. Motion carried.

New Business:

Elections - Liz Templin moved to approve a unanimous ballot for the slate of officers. Rosi Heins seconded the motion. The motion passed.

Associate membership – The board discussed adding an associate membership category, which would allow for Extension workers with 1 to 3 years of service to join and pay $30 state dues. This would also make them eligible for MEWS scholarships if those change to only be available for ESP members. After 3 years of service, they would become full members of ESP and then pay $60, which would include both the state and national dues. We are looking at ways to reach early career employees. Toni Smith endorsed this change.

Proposed 2005-2006 budget – The proposed budget is listed on page 11 of the annual report. Sheila Craig reviewed the various line items. She highlighted the membership goal of 40 members and national meeting zero line item. Cindy Bigger moved to accept the budget and Kia Harries seconded to motion. Motion carried.

Global/International Chair – Chuck Schwartau moved that the board drop the Global/ International chairperson position. Marian Anderson seconded the motion. It will be added to a future board meeting agenda, as it will require a by-law change.

National ESP Development Campaign – Cindy Petersen highlight the development campaign by National ESP.

National ESP upcoming meeting – The dates are November 9-12 and will be held in Colorado Springs, Colorado. Janet Beyer and Sheila Craig will be the voting delegates from Pi chapter. Rod Hamer will represent MN as our distinguished service award recipient.

Awards Presentation:

Meritorious Support Staff Service Award – Melissa Instenes – Executive Administrative Assistant - Rochester Regional Center
You’ve got ESP/ Early Career award – Rebecca Meyer – REE, 4-H Youth Development – Cloquet Regional Center
Mid-Career Award – Tamie Bremseth - Area Program Leader 4-H Youth Development – Marshall Regional Center
Distinguished Service Award - Neil Broadwater – REE, Livestock – Rochester Regional Center
Visionary Leadership Award - Jeanne Markell, Associate Dean and Director, External Relations
Mentor Award - Janet Beyer- REE, Community Youth Development – Rochester Regional Center
Diversity/ Inclusion Award - Learning the Language of Money – Shirley Anderson-Porsich and Phyllis Onstad, REE’s – Family Development, Family Resource Management
Teamwork Award – Serve it up Safely – Roselyn Biermaier, Kathy Brandt, Deb Botzek-Linn, Jean Pitt, and LouAnn Jopp, REE’s- Food Safety
Retiree Awards – Nancy Lenhart, Joe Neubauer, and Dave Schwartz

Retiring Board members – Shirley Barber, Nancy Hegland, and Tom Hovde
Memorial Service – Beth Russell and Marian Anderson led us in a memorial service honoring those who have passed away in the past year. Those remembered include: Roland Abraham, Arnold Sandager, Athelene Scheid, Karen Zilliox (wife of Larry), David Noetzel, Duane Schrader and Bill Fenster

Installation of 2005-2006 Officers – Shirley Barber

President - Janet Beyer
Past President - Cindy Petersen
President Elect – Glenice Johnson
Secretary – Andrea Ruesch
Treasurer – Sheila Craig

Directors – Naomi Fruechte and Kent Gustafson

Cindy Petersen thanked the membership for their support during the past year. She turned the meeting over to the new President Janet Beyer. Janet presented Cindy with a gift certificate for a hand-woven basket.

Committee chairs for 2005-2006 include:

Auction – Colleen Gengler
Awards and Recognition – Cindy Bigger
Global Relations – May not be a need for a chairperson, as indicated by the current chair
History and Archives –
Legislative/Public Issues – Jeanne Markell
Membership – Diane Damerow
Newsletters – Sara Croymans and Kathy Olson
Nominating – Cindy Petersen
Professional Improvement –
Retiree/Life Members – Beth Russell
Scholarship – Roselyn Biermaier

Minnesota will co-host the NEAFCS national meeting September 15-20, 2007 with Wisconsin and Illinois. The conference will be held at the Radisson Riverfront in St Paul. MNEAFSC would appreciate any volunteers to help carryout this task.

Phyllis Onstad moved to adjourn the meeting and Kathy Olson seconded it. The motion carried and the meeting was adjourned.

Respectfully submitted,

Nancy J. Hegland
Secretary
Epsilon Sigma Phi – Pi Chapter  
Proposed Budget 2006-2007

Balance in Checking 9-30-05 $3374.36

<table>
<thead>
<tr>
<th>Income:</th>
<th>Budget 05-06</th>
<th>Amt Rc’vd</th>
<th>Prpsd 06-07</th>
</tr>
</thead>
<tbody>
<tr>
<td>Membership Dues</td>
<td>$2400.00</td>
<td>$2637.00</td>
<td>$2400</td>
</tr>
<tr>
<td>Life Member Donations</td>
<td>600.00</td>
<td>$265.00</td>
<td>300</td>
</tr>
<tr>
<td>Interest</td>
<td>0.00</td>
<td>0.00</td>
<td>0</td>
</tr>
<tr>
<td>Nat’l Reim Pres. Wkshp &amp; Vote Del</td>
<td>300.00</td>
<td>300.00</td>
<td>600</td>
</tr>
<tr>
<td>Other Income</td>
<td>0.00</td>
<td>0.00</td>
<td>0</td>
</tr>
<tr>
<td>U of MN Foundation (MEWS)</td>
<td>100.00</td>
<td>0.00</td>
<td>0</td>
</tr>
<tr>
<td>General Fund Auction</td>
<td>0.00</td>
<td>300.00</td>
<td></td>
</tr>
<tr>
<td><strong>Total Income</strong></td>
<td>$3400.00</td>
<td>$3502.00</td>
<td>$3600</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Expenses:</th>
<th>Budget 05-06</th>
<th>Amt Spent</th>
<th>Prpsd 06-07</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dues</td>
<td>$1200.00</td>
<td>1445.00</td>
<td>1200</td>
</tr>
<tr>
<td>To U of MN Foundation (MEWS)</td>
<td>100.00</td>
<td>0.00</td>
<td>0</td>
</tr>
<tr>
<td>Organizational Communication</td>
<td>300.00</td>
<td>202.44</td>
<td>300</td>
</tr>
<tr>
<td>President’s Workshop</td>
<td>800.00</td>
<td>995.15</td>
<td>300</td>
</tr>
<tr>
<td>Nat'l Mtg/Galaxy</td>
<td>0.00</td>
<td>300.00</td>
<td>300</td>
</tr>
<tr>
<td>Operating Expenses</td>
<td>150.00</td>
<td>67.40</td>
<td>100</td>
</tr>
<tr>
<td>Annual Mtg. - State</td>
<td>200.00</td>
<td>25.00</td>
<td>200</td>
</tr>
<tr>
<td>Committees:</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Scholarship</td>
<td>25.00</td>
<td>0.00</td>
<td>25</td>
</tr>
<tr>
<td>Professional Development</td>
<td>25.00</td>
<td>0.00</td>
<td>25</td>
</tr>
<tr>
<td>Awards</td>
<td>150.00</td>
<td>265.48</td>
<td>200</td>
</tr>
<tr>
<td>Silent Auction/Dollar Auction</td>
<td>200.00</td>
<td>34.04</td>
<td>200</td>
</tr>
<tr>
<td>Membership</td>
<td>100.00</td>
<td>0.00</td>
<td>100</td>
</tr>
<tr>
<td>History &amp; Archives</td>
<td>25.00</td>
<td>0.00</td>
<td>25</td>
</tr>
<tr>
<td>Retired Extension Workers</td>
<td>25.00</td>
<td>0.00</td>
<td>25</td>
</tr>
<tr>
<td>Legislative Efforts</td>
<td>0.00</td>
<td>0.00</td>
<td>0</td>
</tr>
<tr>
<td>International</td>
<td>25.00</td>
<td>0.00</td>
<td>25</td>
</tr>
<tr>
<td>Retiree's Directory</td>
<td>0.00</td>
<td>305.70</td>
<td>100</td>
</tr>
<tr>
<td>Memorials</td>
<td>25.00</td>
<td>0.00</td>
<td>25</td>
</tr>
<tr>
<td><strong>Total Expenses</strong></td>
<td>$3350.00</td>
<td>$3640.21</td>
<td>$3150</td>
</tr>
</tbody>
</table>

Balance in checking 8-31-06 $3236.15
Epsilon Sigma Phi – Pi Chapter
2005-2006 Treasurer’s Report
August 31, 2006

Balance in Checking 9-30-05 $3374.36

Income
Membership Dues $2637.00
37 Annual Memberships @ $60 $2220.00
1 new Annual Membership @67 $ 67.00
2 Life Memberships @$175 $ 350.00
Life Member Donations $ 265.00
Mileage Reimbursement Nat’l Meeting $ 300.00
Mileage Reimbursement for JCEP travel $ 300.00
Total Income $3502.00

Expenses
Dues $1445.00
To U of M Foundation (MEWS) 0.00
Organizational Communication $202.44
Presidents Workshop (JCEP) $995.15
Nat’l Mtg/Galaxy $300.00
Operating Expenses $67.40
Annual Mtg. – State $25.00
Committees:
Scholarship 0.00
Professional Development 0.00
Awards $265.48
Silent Auction/Dollar Auction $34.04
Membership 0.00
Retired Extension Workers 0.00
Legislative Efforts 0.00
International 0.00
Retiree’s Directory $305.70
Memorials 0.00
Total Expenses $3640.21

Balance in Checking August 31, 2006 $3236.15

Savings Account – Balance 9/30/05 = $1,111.10 + $5.94 Interest
Balance 8/31/06 = $1117.04

MEWS Fund – August 31, 2006
Principal $106,247.86
Available to spend $ 13,730.67
Total Fund Balance $119,978.53
Awarded over past year $4,713.73
The year in review...
The Pi Chapter executive board met four times during the year, two face-to-face meetings and two conference calls; committee members conducted their work either via conference call or email; and two newsletters were sent one in the spring and another this fall. Glenice Johnson and I attended the North Central Regional workshop in St. Louis, Missouri in March. Jean Markell attended the PILD conference in April representing both ESP and the Extension organization. Jeanne Markell and Neil Broadwater will be voting delegates at the National ESP meeting November 14 -17 in Annapolis, Maryland.

The board met in December 2005 and set these chapter goals for the year:

Increase membership—no surprise to anyone our membership numbers have dropped due to less people in the organization. The membership committee continues to work on increasing the number of state faculty and administrators in Pi Chapter. We are also proposing an associate membership to introduce ESP to those not eligible for full membership hoping they will continue on as members when they have met the requirements.

Review and update scholarship policies—the board voted on the committee recommendations and these are now filed with the appropriate channels at the University.

Explore ways to more fully involve and communicate with retirees in the Pi Chapter—Neil Broadwater sent out a survey to retirees via email and received feedback that was then used to plan this annual conference. The committee is also working with Extension administration to update the retirees directory and make it available electronically and to coordinate communication with retirees including exploring ways to promote the ESP group meetings that happen around the state and nation.

Strengthening the partnership with MAEE—this was a trial year of having a liaison to and from MAEE. It seemed to work out well to keep the lines of communication open and therefore some by-laws changes have been proposed for the membership to vote on at the annual meeting.

Update policies and procedures—A final update on these will be brought to the next board meeting, so the results of the annual meeting vote on by-law changes can be included. Basically it is just updating the policies and procedures to reflect all the recent by-law changes.

Review and update archives—The board is working with Dave Pace to update the files and keep the archives current.

Provide minutes and an Executive Summary of all Board meetings to the membership—This has happened via email, but due to financial constraints we haven’t been able to send these out to those who don’t have email.

Maintain a healthy and fiscally managed treasury—this has been a challenge due to the make-up of our membership. We have a limited budget to work with, but with Sheila Craig’s watchfulness, we are still in the “black.”

The executive board has been busy this past year, but as in any organization we need everyone to pitch in and help. Please volunteer serve on a committee or if you are asked to contact a colleague to join ESP, or serve in a leadership role please don’t hesitate to accept the opportunity. It truly is a great way to learn more about ESP and all that the organization has to offer.

It has been my pleasure to serve as your president this past year. The committee chairs, officers and directors provided a wealth of knowledge and made my role as president much easier. I thank them all for their support and I look forward to the year ahead!
Epsilon Sigma Phi — Pi Chapter
2006 President Elect Report—Glenice Johnson

This has been a year of observation, orientation, and participation in preparation for next year’s responsibilities as president. It was an opportunity to become better acquainted with current and retired Extension colleagues across the spectrum of capacity areas and administrative positions, as we met for board meetings in person or via conference call.

Attending the JCEP (Joint Council of Extension Professionals) North Central Regional Leadership Workshop, held in St. Louis, MO this spring was an excellent way to “learn the ropes”. The conference theme of “Extension’s Changing Climate” was very timely and applicable for Minnesota, given the extensive changes in recent years. The ESP session was a full day of in-depth training, including national updates, plans of work, professional and leadership development opportunities, helpful resources (website, handbook, newsletter), membership recruitment and retention, and member services. A general ECOP presentation gave a concise picture of national Extension history, current status, and potential new partnerships and “location” of Extension within USDA.

The challenge of maintaining membership continues to be a concern, both in Minnesota and nationally, as Extension services reorganize, down-size, and streamline their operations. The possibility of an associate membership for newer employees will hopefully attract more members, earlier in their career. Continued collaboration with MAEE will strengthen both entities, as we work cooperatively to enhance professionalism.

I look forward to the coming year and working with my fellow officers and committee chairs—a special “thank you” to so many of you who “re-enlisted” for another year of chairmanship!

Committee Chairs for 2006-2007:
Auction Colleen Gengler
Awards & Recognition Cindy Bigger
Global Relations (past chair, Chuck Schwartau, ?? need for this committee)
History & Archives David Pace
Legislative/Public Issues Jeanne Markell
Membership Diane Damerow & Kia Harries
Newsletter (co-editors) Sara Croymans & Kathy Olson
Nominating Janet Beyer
Professional Improvement Neil Broadwater
Retiree/Life Members Beth Russell
Scholarship Roselyn Biermaier

National Website http://espnational.org
2005 ESP Committee Reports

Audit Committee — Kathleen Olson & Chuck Schwartau

Kathleen Olson and Chuck Schwartau met with Sheila Craig on September 11, 2006, to review the ESP accounts of the past fiscal year.
We found the accounts in full agreement between the treasurer's books and the bank statements.
We do have two recommendations for the future:
   We suggest the billing for printing newsletters and other office services rendered by county or regional offices be run through the appropriate county or University accounting system to have a clear paper trail of all transactions.
   Some payments are authorized by e-mails which carry dates, and sometimes by handwritten memo from the President. All such memos should be dated to keep clear paper trails.
We commend the treasurer for clear and accurate accounting of the ESP funds. Her assembly of the records made the audit easy and without question about funds received or expended.

Auction Committee — Colleen Gengler

The on-going objective for this committee is raising funds for the Minnesota Extension Worker’s Scholarship (MEWS) Fund via an auction. We are doing the auction every other year. In October 2005, a silent auction was conducted with 28 items bringing $760 into the MEWS Fund. The University of MN Foundation is the holder of the fund. The other unofficial function this committee does in the “off year” is a dollar auction to support Pi Chapter general operating expenses. That function will be carried out at the 2006 MAEE/ESP Conference.

Awards Committee Report—Cindy Bigger

In May, Neil Broadwater’s application to represent Minnesota as our DSA at the national meeting was submitted and accepted. Due to a number of miscalculations on the part of your awards chair, the first deadline for submitting other nominees was missed. This will be remedied in 2007.

After the successful Awards program in 2005, it was thought that 2006 would produce the same result when in fact did not. Thanks to the tenacity of several of our board members and our President, awards nominations and documentation did come in and an awards program will be held in 2006.

We are very happy to recognize the following individuals in 2006:

Distinguished Service Award: _______________________________________________

Mid Career Award: _______________________________________________________

25 year Tenure Recipients: _______________________________________________

International Award Recipient: ___________________________________________

Administrative Leadership Award: _________________________________________

New Members: ___________________________________________________________

Retirees: _______________________________________________________________

You didn’t think I would tell you ahead of time did you?!!

Congratulations to all the Award Winners in 2006…you are most deserving and ESP is ESPECially proud of you!
**Global Relations (International) Report** — Chuck Schwartau

The Global Relations committee activity this year was minimal. Contacts were made with the international offices in the University of Minnesota to get a better idea of what assistance and opportunities exist through those offices. The finding was those offices focus on campus-based faculty and degree-seeking students who want or need the international experience.

Contacts with other states found most of their work has been on sharing with current clientele the advantages of thinking about global impacts of what they do and making them more aware of how activities in other parts of the world affect them. What happens to markets for products and the prices as well as availability of inputs is also affected by international activity. This has been the focus of global programming in several states.

In the area of personal, global experiences, it still depends heavily on personal interest and initiative. The national ESP website lists several organizations that welcome Extension staff participation, but it has to be done at your own initiative, and seldom by invitation or by official University participation.

We have had a small handful of Minnesota Extension Educators who have embarked on international programs themselves this year. Among them are Wayne Schoper and Tim Dolan who took a personal agricultural study tour in Brazil. I am also aware of a group of family relations educators who will be taking part in a Mexican study tour as part of a program partnership in family education curriculum development.

The rewards are great when you locate opportunities and take advantage of them. Keep watching and looking. Then when one catches your eye, work toward approval to participate, even if it has to be on your own time. You won't regret the experience.

**History and Archives Committee** — David E. Pace

We have reviewed the file folders and note books to learn just what method or format has been used over the years to preserve select information. As one can imagine a wide variety of methods has been used including but not limited to: by year and by categories, IE Membership lists or minutes. Some of which is confusing.

The board has determined the format and way of placing new information in the files and has asked the officers and committee chairs to provide copies to the History and Archives Committee.

Shelia Craig and I (with other volunteers - here's your chance) will begin to place the current information in the files this coming year.

Some years and categories are missing...If you are aware of ESP Historical Information...other than what........... is filed in Coffey Hall, please let me know.

**Legislative (Public Issues) Committee Report** — Jeanne Markell

Dr. Bev Durgan’s first legislative session as Dean and Director for Extension was successful on a number of accounts: 1) Legislators gave a positive reception during our state capitol visits and other meetings, with more interest expressed on what Extension is "doing" than on "how" it is being done; 2) Funding for the University of Minnesota’s capital request, while not the complete ask, was significant. This helped Extension as a major outreach unit of the university; 3) Extension’s legislative advocacy efforts progressed with the inclusion of more staff and volunteers than ever before, including a successful Extension Day at the Capitol.

In every even numbered year, the legislative focus is on bonding and some supplemental programmatic requests for state agencies and the university. Extension staff and supporters joined hundreds of other U of M friends in asking the state to invest in higher education’s infrastructure for a better future in the state. Extension Day at the Capitol was an opportunity for Extension advisory members and program participants to join Extension regional directors “on the Hill”. The evaluations from this event provided strong encouragement to continue that activity for 2007.

At the federal level the conversations continue about the inevitable challenges to formula funding for Extension (Smith-Lever) and Experiment Station (Hatch) federal funds. Our Minnesota efforts in Washington included several rounds of meetings with congressional delegates and staff by Extension administration. In April, a group of nine staff and citizen advisory committee members participated in a national Public Issues
Leadership Development meeting and again made visits to the Hill. We are in the process of finalizing both our state and federal 2007 strategic plans for advocacy at this time.

Once again, we look forward to strong positive working partnerships with U of M Office of Government Relations for both our state and federal legislative efforts. ESP members and retirees will have important roles in both.

Membership Committee — Diane Damerow and Kia Harries, Co-Chair

Pi chapter has 38 active members and 159 life members for a combined chapter membership of 197. With significant changes within the University of Minnesota Extension Service the active membership has once again been affected. The Membership Committee asks that members encourage their co-workers to join and to support ESP.

In December 2005 and in February 2006 a letter was sent to all potential members encouraging them to join ESP.

Since our last Annual meeting the following have joined ESP as Life members:
Richard Krueger  Lucia Orcutt

Membership forms for 2005 were included in the September ESP newsletter. Names of colleagues who met the new three-year eligibility guidelines were received from the Personnel office and a letter was sent to them encouraging them to join ESP.

New member in 2006:
Wayne Schoper

Deaths Since October 2005 Meeting:
Leonard Harkness  10/27/05
Delos Barber  (husband of Shirley Barber)  12/29/05
Richard Martenson  (husband of Diana Martenson)  1/27/06
Estelle Hanson  (wife of Wayne Hanson)  2/3/06
Richard Hanson  5/06

*Note: all of these people are in the ESP booklet

Newsletter Report — Kathleen Olson and Sara Croymans

Kathleen Olson and Sara Croymans have shared the duties of Epsilon Sigma Phi ‘A Slice of Pi’ newsletter as co-editors for the second year. Two issues of the newsletter were developed this year – spring 2006 and fall 2006. Co-editors took leadership for organizing the newsletter and used email and conference call methods to consult on layout, content, process, and proofreading. Technology has also been maximized to save dollars by promoting sending the newsletter via email to members (and to encourage members to receive an email copy only) if they have email access. This is anticipated to expand in future years as more life members have ‘access to email.” Melissa Instenes, support staff in the Rochester Regional Center has served as the mailing list manager/administrator for mailings and email distribution lists. We continue to make an effort to secure correct mailing addresses and email addresses for members to make sure that members who have access to email are using that option to save mailing costs. This was done by placing a notice in the newsletter. A meeting with Melissa Instenes was held to compare mailing lists of current members with the treasurer during the summer.

Current numbers for mailing lists are:
Current members:
55 of 77 receive newsletter via email only
21 of 77 receive newsletter via email and mail
1 of 77 receive newsletter via mail only

Life members:
47 of 149 receive newsletter via email only
11 of 149 receive newsletter via email and mail
91 of 149 receive newsletter via mail only

The good news is we have more members to send newsletters to, but the number we are mailing is also more. The number of those receiving their newsletter by both email and postal mail has actually increased, so we need to keep reminding people that it will save the organization money if they receive their newsletter by email only.
Nominating Committee — Cindy Petersen

The following Epsilon Sigma Phi members have agreed to have their names put into nomination for:

President-elect: Kay Stanek
Director (2 year term): Sue Fischer
The elected members will join the current leadership team of:
President: Glenice Johnson
Secretary: Andrea Ruesch
Treasurer (Appointed by Board): Sheila Craig
Director: Kent Gustafson
Past President: Janet Beyer

Thank you to the retiring leadership team members:
Director: Naomi Fruechte
Past President: Cindy M. Petersen

Professional Improvement Committee — Neil Broadwater

Based on the fact so few Extension retirees attended the Annual ESP/MAEE conference last year, I sent out a survey last fall to those retirees for which we had e-mail addresses. Over 30 responses were received. Based on this unscientific survey, I summarized the results as follows:

- Most retirees feel a real disconnect with present day Extension Service
- Most respondents would like to get up to date information on what’s happening in Extension and how it’s going
- Most want as much up to date information on benefits as possible.
- Most want social time to reconnect with former friends, colleagues and present staff they know.
- If they are to be invited to Annual Conference, they want to feel welcomed, to be given more time for socializing with others, and to be given updates on what is going on. They want to know their friends are coming so they will then want to come.

This information was sent to your ESP President who shared it with the Board. The information was also shared with Jeannie Markell, Associate Dean. The survey results were used to help plan the 2006 ESP Annual meeting including the ESP luncheon activity, professional improvement breakout sessions and break time to allow socializing with other retirees and present employees of the Extension Service. The professional improvement concurrent sessions were planned in cooperation with MAEE.

ESP Scholarship Committee—Roselyn Biermaier

Since our last annual meeting $4713.73 has been awarded for ESP Scholarships. This is a slight increase over last year. More of the funds did go for ESP conferences.

With the new promotion and documentation policy the committee is hoping to have more applicants in the coming years. This may also increase our membership since the scholarships are awarded to Pi chapter members of ESP.

Committee members are Pat Borich, Naomi Fruechte, Phyllis Onstad and Roselyn Biermaier