



2008
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

The Cooperative Extension Professionals' Organization

VISION STATEMENT:

Epsilon Sigma Phi leads the Extension System in promoting and supporting professionalism in Extension.

BENEFITS OF MEMBERSHIP

- Professional development opportunities
- Scholarships for individual Professional Development Opportunities including Advance Degrees
- Mini-Grants for Chapters
- Chapter and national recognition programs
- National platform to give scholarly presentations
- Partnerships with Joint Council of Extension Professionals and Cooperative State Research, Education and Extension System—USDA
- Involvement in legislative issues and activities
- *ESP Connection* newsletter
- Mentoring opportunities
- Chapter and national leadership opportunities
- Network of Extension professionals united across disciplines and program areas
- Chapter officer/member training support

Source: <http://www.espnational.org/>

Pi Chapter Annual Meeting

Tuesday, October 21, 2008

Expo Center, Duluth, MN

Call to Order

Appoint Timekeeper and Parliamentarian

Additions and Approval of Agenda

Welcome Guests

Minutes of 2007 Annual Meeting

Treasurer's Report

President's Report

Acceptance of Committee Reports printed in Annual Report

- Awards and Recognition
- Global / International
- History / Archives
- Legislative and Benefits
- Membership
- Newsletter
- Nominating Committee
- Professional Development
- Retirees
- Scholarship
- Fund Raising Committee

Old Business

New Business

- 2008-2009 Election of Officers
- Audit Report and Recommendations
- Proposed 2008- 2009 ESP Budget
- 2009 Annual Meeting date
- New Member Initiation
- Memorial Service
- Election Results and Installation
- Announcements

Adjourn

2007-2008 PI CHAPTER OFFICERS

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Pi Chapter 2007 Annual Meeting Minutes

Monday, October 8, 2007
Earle Brown Heritage Center, Brooklyn Center, MN

Members present:

A sign-in page was passed around with 50 members signing in.

Call to Order – President Glenice Johnson

President Glenice Johnson called the meeting to order at 10:39 a.m.

Appointment of Timekeeper and Parliamentarian

President Johnson asked Shirley Anderson-Porisch to serve as Parliamentarian in advance of the meeting and she agreed to serve in this role. Unanimous consensus was that we did not need a timekeeper. Sue Meyers and Sheila Craig agreed to review the minutes.

Additions and Approval of Agenda

The agenda is available in the Annual Meeting Report that is at the back table. It was pointed out that the date reflected should be October 8, not September as listed. Sue Meyers/Dorothy McCargo Freeman moved and seconded to approve the agenda with said date change. Motion carried.

President Glenice Johnson led us in the Extension Professionals' Creed.

Introduction of Guests

Welcome to Aimee Viniard-Weideman; stepping in for Jeanne Markell.

Minutes of 2006 Annual Meeting – Secretary Andrea Ruesch

The minutes start on page 6 of the Annual Report. Cindy Petersen/Chuck Schwartau moved and seconded to approve the minutes as presented. Motion carried.

Treasurer's Report – Treasurer Sheila Craig

The report starts on page 11 of the Annual Report

- The year ended with a higher balance than what we started; that was one our goals and a real positive thing.
- Membership report – when you include all of the classifications of members we have 44 members with dues collected at \$2,805
- Total income in checking account of \$4,612
- Total expenses in checking account of \$2,748.25
- Current balance in checking account of \$5,099.90 – this is the highest balance we've had
- Savings account balance is \$1,124.88
- MEWS Fund summary – principle
 - MEWS Fund summary – principle \$102,758.61
 - available to spend \$ 18,018.91
 - total fund balance \$120,777.52
 - awarded past year \$ 4,213.51
 - contributions past year \$ 380.00

2007 Annual Meeting Minutes

Nancy Hegland/Cindy Bigger moved and seconded that the Treasurer's Report be filed subject to audit.

Discussion with a question asked – based on the budget – were any adjustments made. Response was workshops and seminars are now part of the scholarship program with the MEWS Fund as its professional development.

Highlights of President's Report – President Glenice Johnson

Pages 12 and 13 of the Annual Report reflect the President's Report:

- Increase in membership – resulted in us getting a national award
- A Retiree Directory was completed thanks to Gwen Gmeinder; changes and updates are ongoing
- We now have a liaison between ESP and MAEE so that we keep in touch with what's going on at the board meetings
- Policies and procedures were updated – copies are available at the meeting and can also be sent electronically. We've really expanded this document so it becomes a mini handbook for committee chairs
- Dave Pace is working hard on updating the archives
- We've added two new associate members
- We've had a productive year!

Acceptance of Committee Reports as printed in Annual Report – President-Elect Kay Stanek

A thank you was extended to President-Elect Kay Stanek for putting together this annual meeting agenda, packet and so many details.

Awards and Recognition – Cindy Bigger

- The nominations received this year were phenomenal – no one had to go seeking information and thank you to everyone for submitting such quality candidates and applications.
- We even had more than one nomination in a category and we are giving more awards this year than we have in the past

Global/International – Larry Zilliox

- Chair Zilliox is looking for short, little blips from members on your international experience – would like to include that in the newsletter as people find that interesting.
- Congratulations to Larry on being named the national president of the International 4-H Youth Exchange Alumni Association.

History/Archives – Dave Pace

- Anything that should be considered part of the organization's history should be shared with Dave. It's important that we get the information and keep it as accurate as possible.
- Board members know what is needed for the archives in addition to Dave.
- Recruiting members to assist with the files and archives – please let Dave know if you're interested.
- Discussion – concerns about what's being sent to archives and what's there. It was suggested that this committee should check into what we need to do to get ESP files to the University historical files. Another suggestion was that we check with members to see if they have some old files that should also be included. It was suggested that there be a blurb on this in our next newsletter.

2007 Annual Meeting Minutes

Legislative & Benefits – Jeanne Markell and Liz Templin

- A lot of people in the room are on federal benefits, but not everyone is. This update for those on federal benefits is on page 18.
- A hand-out was distributed in regards to a fund set up for Tim Besingi family. Tim was a Regional Extension Educator in Community Economics, who passed away as a result of an automobile accident in September. Many thanks to all those who have contributed.
- Premium Conversion – there is a bill in Congress and this bill would provide an average savings of \$820 a year for federal retirees, according to a government estimate. This is outlined on page 18 of the Annual Report.
- Repeal the government pension offset and windfall elimination provision – what this means is, “This bill reduces the combined Social Security and CSRS annuity for federal retirees based on their own earnings.” A list of sponsors and Congressional delegates is listed on page 18 of the Annual Report – please let Liz know who you are willing to contact people.
- Minnesota State Legislature is considering exempting part of CSRS Federal Annuity from state income taxes.
- Membership in NARFE is encouraged. NARFE - National Association of Retired Federal Employees. This is the organization that lobbies for your federal benefits – not ESP. Brochures are available and there was a discussion on the organization.

Membership – Kia Harries and Diane Damerow

- Pages 15 – 16 of the Annual Report outlines the activities of the committee.
- We have many new members and were recognized for that at the national level.
- If you haven’t paid your membership dues, please do that today.
- We hope to see a continued increase in membership!

Newsletter – Sara Croymans and Kathy Olson

- Thanks to Sara for taking the lead on the newsletter this past year and to Melissa Instenes for her hard work.
- A good goal would be to see if more life members will be using email only for the newsletter; we have a lot of members getting it both ways – email and paper copy.

Nominating Committee – Past President Janet Beyer

- We’re pleased to announce the following slate of candidates:
 - President-Elect Neil Broadwater
 - Secretary Chuck Schwartau
 - Director Toni Smith
 - Treasurer Sheila Craig/Jerry Tesmer
- Elections will take place during New Business

Professional Improvement – Neil Broadwater

- A year ago when we had the opportunity to have a professional day at Andover with MAEE, we had some ESP sponsored sessions including a panel and alumni association on travel and a roundtable discussion; we would’ve liked to have done something like that again this year – but due to the schedule of the conference we just decided there wasn’t anyway to include something this year.
- We’re looking forward to 2008 and the opportunity to provide some professional improvements.

2007 Annual Meeting Minutes

Retirees – Gwen Gmeinder

- The biggest goal for the year was the production of an extension retiree newsletter. This publication goes out via email and we have had two issues with another issue coming out in November. We are still seeking more email addresses – have 166 currently – please see Gwen to give her your contact information
- There was also a new retiree directory created. As with all first attempts, or recent attempts, we know that there are lots of changes to make to this. A new update will be put online; if you'd like a paper copy, please see Gwen after the meeting.

Scholarship – Roselyn Biermaier

- More of the MEWS fund are being used for ESP officers as they travel to national meetings to represent our chapter. One of the goals is we would like to rewrite the scholarship application to reflect a few more of the professional development opportunities available. We are starting to see a shift from graduate work funding requests to professional development requests.
- Encourage people to join ESP so they can apply for these ESP scholarships!

Silent Auction – Colleen Gengler

- This committee is proposing a name change to Fund-Raising Committee as it will better encompass the work they do.
- The funds raised from the Dollar Auction last year went to the general ESP fund. There are 38 items on the auction this year – thanks for that huge number and please bid high.
- Many thanks to committee members Shirley Anderson-Porisch, Kathy Brandt, Janet Beyer, Bob Mugaas, and Colleen Gengler for all of their work with the policies of the committee.
- Silent Auction bidding will close at approximately 6:30 p.m.

Old Business

Retirees Directory and Communication – Gwen Gmeinder

- Nothing additional to report – covered as part of the committee report

Minnesota Extension Celebration, 2009 – Jeanne Markell

Aimee Viniard-Weideman reported on Jeanne's behalf as she was unable to join us.

- Managing the celebration out of Communications Office – meeting with the Dean's Leadership Team in October for overall parameters. We need to be clear on what we want to accomplish with the centennial. The vision is that it will be a celebration of our history and also our future.
- A committee is being put together that will work to gather ideas. Aimee is very interested in having a representative from MAEE, ESP, EFCC, etc., on this planning committee. Employees and retirees are more than welcome to submit ideas too. The committee will be coming together at the start of 2008 to start the planning for 2009. The committee will be looking for stories and photos – there will be real opportunities with our website to promote and publicize these. Go ahead and start collecting these items and pass items along with Aimee.
- Discussion. Suggestion to have at least one retiree on this committee too.

2007 Annual Meeting Minutes

New Business

2007 – 2008 Election of Officers – Past President Janet Beyer

The slate of candidates for Pi Chapter for 2007 – 2008:

President-Elect Neil Broadwater

Secretary Chuck Schwartau

Director Toni Smith

Treasurer Jerry Tesmer

President Johnson asked if there were any other nominations from the floor. Sue Meyers/Juanita Reed-Boniface moved and seconded to close nominations and cast a unanimous ballot for the slate of candidates. Motion carried. Congratulations everyone!

Audit Report and Recommendation – Phyllis Onstad and Janet Beyer

No discrepancies were found in the audit and a report is in your Annual Report packet. Thank you Sheila Craig for doing a fantastic job!

Proposed 2007 – 2008 ESP Budget – Treasurer Sheila Craig

- Page 10 in the Annual Report packet outlines the proposed budget for 2007 – 2008. This document was reviewed by the Board at their August meeting.
- We're hoping for a continued increase in membership numbers so there is a proposed increase in membership dues from \$2,400 to \$2,800
- Dues went up from \$60 to \$70 this year due to a national increase; change in income is what national reimburses for us – varies a bit by the travel and what they send to us.
- To U of MN Foundation to MEWS – greatly increased this from \$30 spent to proposed \$300. Auction funds go to MEWS this year so that's why there is a change in there. MEWS stands for Minnesota Extension Workers Scholarships; we use the interest from the MEWS fund to pay for the scholarships and for officers to attend professional development and national workshops.
- Summary - \$4,000 proposed income and expenses of \$3,650.
- Sheila Craig/Toni Smith moved and seconded to accept the budget as proposed. The motion carried.

Proposed By-Law changes – President Glenice Johnson

- The proposed changes were in the newsletter and we hope people have had the opportunity to review them in advance. Most of the proposed changes were a few wording changes, for example – removing the word Service from the University of Minnesota.
- We have previously moved to remove the International Committee and now we are asking to reinstate the committee and wanting to name the Fund-Raising Committee as a regular, standing committee; versus ad hoc
- Liz Templin/Larry Zilliox moved and seconded to accept all of the proposed By-Law changes. Motion carried.

National ESP meeting report – President Elect Kay Stanek and President Glenice Johnson

- President Elect Kay Stanek thanked all the members for allowing her the opportunity to attend the conference. It was an excellent scholarship opportunity with a mix of workshops, displays and poster sessions
- The 2008 meeting is in Indianapolis and it's a Galaxy conference for all of the national associations.
- The 2009 dates are set for September 13 – 16 in Fargo, ND
- A report will be in the next newsletter to share with all members. We're thrilled to report that Minnesota saw an increase in chapter membership and because of that, we were named a Chapter of Merit in the Gold category. President Johnson echoed Kay's comments that it's well worth attending. It was exciting to see the emphasis on building bridges to cultures and communities.

2007 Annual Meeting Minutes

Other Business

Liz Templin followed up on the hand-out that was distributed in regards to a Regional Extension Educator we lost, Tim Besingi. Five international airline tickets were donated to the family and they were so appreciative. Special recognition and thanks were shared with Tim Dolan for the 1.5 tickets that he donated to the family.

New member initiation – Membership Committee

Kia Harries was called on to conduct the new member initiation. Welcomed first were two Associate Members - Claudia Cody and Adeel Ahmed. Dick Senese joined us last year but we were unable to award a certificate at that time, so welcome Dick! Life members recognized are Jean Pitt and Glenice Johnson.

Awards presentation – Cindy Bigger

Thanks to everyone who nominated people and congratulations to the following:

- The Meritorious Service Award – Sandy Rand
- Diversity Team Award – MN Latino Financial Literacy program including Shirley Anderson-Porisch, Jan Gilman, Cindy Petersen and Phyllis Onstad who are ESP members and several other team members
- International Service Award – Tim Dolan
- ESP Early Career Award – Dick Senese
- Retiree Service Award – Dave Pace
- Administrative Leadership Award – Dorothy Freeman
- Mid-Career Award – Jody Horntvedt
- Visionary Leadership – Toni Smith
- Distinguished Service Award – Janet Beyer

Board members that have completed their service were recognized with a plaque: Cindy Bigger, Jeanne Markell, Kent Gustafson, Liz Templin, Diane Damerow, Janet Beyer, Colleen Gengler, and Andrea Ruesch.

Memorial Service – Gwen Gmeinder

A candle was lit and a moment of silence was held in remembrance of those we have lost this past year. A list of names were read including: Donald S. Petman, George Roadfeldt, Rosella Qualey, Rachel Barrett, Wilma Gary, Myrna Shearer, Wayne J. Hansen, Earl Fuller, Gerald McKay, and Lewis T. Hendricks. A beautiful document listing the biographies of those lost was distributed. An addition should be made to the sheet as George Saska passed away January 20, 2007.

2007 – 2008 ESP Leadership Team Announcement/Installation – Past President Janet Beyer

New Officers were installed with a ceremony including:

President — Kay Stanek

President Elect — Neil Broadwater

Secretary — Chuck Schwartau

Treasurers — Sheila Craig and Jerry Tesmer

Director — Toni Smith

Past President — Glenice Johnson

Sue Fisher was unable to attend

President Kay Stanek accepted the gavel and also gave a gift to now Past President Glenice Johnson. The meeting adjourned at 12:11 p.m.

**Epsilon Sigma Phi – Pi Chapter
Proposed Budget 2008-2009**

Balance in Checking 8-31-07 **\$5099.90**

Income:	Budget 07-08	Amt Rc'vd	Prpsd 08-09
Membership Dues	\$2800	\$3308.00	\$2800
Life Member Donations	300	450.00	300
Interest	0	0.00	0
Nat'l Reim: JCEP President's Workshop	300	300.00	300
Nat'l Reim: Voting Delegates Annual Meeting	300	200.00	200
Other Income	0	0.00	0
U of MN Foundation (MEWS)	300	235.00	300
General Fund Auction	0	0.00	0
Total Income	\$4000	4493.00	\$3900

Expenses:	Budget 07-08	Amt Spent	Prpsd 08-09
Dues	\$1600	\$1794.00	\$1600
To U of MN Foundation (MEWS)	300	235.00	300
Organizational Communication	300	158.33	300
JCEP President's Workshop	300	300.00	300
Voting Delegates Annual Meeting	300	200.00	200
Operating Expenses	100	76.98	100
Annual Mtg. - State	200	77.00	200
PILD Support	0	0.00	150
Committees:			
Scholarship	25	0.00	25
Professional Improvement	25	0.00	25
Awards	200	423.34	400
Silent Auction/Dollar Auction	100	459.96	100
Membership	100	0.00	100
History & Archives	25	0.00	25
Retired Extension Workers	25	0.00	25
Legislative Efforts	0	0.00	0
International	25	0.00	25
Retiree's Directory	0	0.00	0
Memorials	25	0.00	25
Transfer to Savings	0	500.00	0
Transfer to CD	0	5000.00	0
Undesignated	350	0.00	0
Total Expenses	\$4000	\$9224.61	\$3900

Balance in Checking 08/31/08 **\$368.29**

**Epsilon Sigma Phi – Pi Chapter
2007-2008 Treasurer’s Report
August 31, 2008**

Balance in Checking August 31, 2007 **\$5099.90**

Income

Membership Dues	\$3308.00
40 Annual Memberships @ \$70	\$2800.00
2 new Annual Membership @ \$77	\$ 154.00
2 Associate Membership @ \$37	\$ 74.00
1 Associate Membership @\$30	\$ 30.00
1 Life Membership @ \$250	\$ 250.00
Life Member Donations	\$ 450.00
Mileage Reimbursement Nat’l Meeting	\$ 200.00
Mileage Reimbursement for JCEP travel	\$ 300.00
MEWS	\$ 235.00

Total Income **\$4493.00**

Expenses

Dues	\$1794.00
To U of M Foundation (MEWS)	235.00
Organizational Communication	\$158.33
Presidents Workshop (JCEP)	\$300.00
Nat’l Mtg/Galaxy	\$200.00
Operating Expenses	\$76.98
Annual Mtg. – State	77.00
Committees:	
Scholarship	0.00
Professional Development	0.00
Awards	\$423.34
Silent Auction/Dollar Auction	\$459.96
Membership	0.00
Retired Extension Workers	0.00
Legislative Efforts	0.00
International	0.00
Retiree’s Directory	0.00
Memorials	0.00
Transfer to Savings	\$500.00
CD purchase	\$5,000.00

Total Expenses **\$9224.61**

Balance in Checking August 31, 2007 **\$368.29**

2007 – 2008 ESP President Report Kay Stanek, Pi Chapter President

The year in review...

The Pi Chapter executive board met four times during the year, one face-to-face meeting and three 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. Neil Broadwater and I attended the North Central / Western Regional workshop in San Diego in February. Chuck Schwartau and I were voting delegates at the National ESP meeting at Galaxy III September 15-19 in Indianapolis, IN.

The following chapter goals were set at our first board meeting:

Increase membership – We continue to welcome new Associate Members (*open to those with less than 3 years employment*), and additional administrators, educators and state specialists.

Continue to increase communication and involvement with retirees - Contact with retirees is improving using e-mail/calling tree, special events invitations, newsletters, Extension publications and an increased sharing of life events among members.

Continue to strengthen partnership with MAEE – Our ESP liaison (*President Elect*) participates in MAEE board meetings. This has provided both groups with current information on activities, and collaboration on planning for annual meetings in conjunction with Fall Conference.

Encourage greater knowledge of Nat'l Ass'n of Retired Federal Employees (NARFE) – Members continue to learn what it is doing for employees and retirees who still are under federal benefits plans.

Continue to review and update archives – This is an on-going process. David Pace and committee continue the movement of some materials to the University Archives, and existing files located in the Coffey Hall attic are labeled with ESP contact information to ensure they are not discarded.

Increase nominations and applications for state and national ESP awards - At the summer board meeting, the board developed a list of potential candidates for each of the award categories and volunteered to personally work with nominees on award application materials. Additional follow-up was done by e-mail.

Increase awareness of the Minnesota Extension Workers' Scholarship (MEWS) funds - Roselyn Biermaier continues to promote using the MEWS scholarship fund. This year there was increased use. \$4,106.28 was used by members to attend a variety of professional development conferences.

Increase committee participation – Each committee chair is encouraged to have at least one more member. Each committee is being asked to develop a committee goal to be sent to the Executive Board for inclusion in the 2009 organization goals.

Establish a website for the Pi Chapter – We are still exploring the possibility.

Increase visibility of ESP at annual conference – ESP will cooperate with MAEE for a combined awards program and boat trip at Fall Conference.

The executive board has been very productive this past year, and their hard work has resulted in many accomplishments. The officers, committee chairs, and directors have provided outstanding leadership and cooperation in these and many other efforts. All organizations rely on this type of teamwork, so please volunteer to serve on a committee, invite a colleague to join ESP, or serve in a leadership role. It truly is a great way to learn more about ESP and all that the organization has to offer.

It has been a privilege and pleasure to serve as your president this past year. Officers, committee chairs, directors, active and retired members – have made this an enjoyable and rewarding experience.

Thank you all for your support and enthusiasm. I look forward to Neil's leadership in the year ahead!

Epsilon Sigma Phi — Pi Chapter
2007-08 President-Elect Report, Neil Broadwater

There were several activities in which I was involved this past year as your President-Elect.

President Kay Stanek and I attended the Joint Council of Extension Professionals (JCEP) regional meeting in San Diego, Feb 20-22, 2008. This year, the first of a two-year experiment, JCEP's regional meetings were combined into two, with the Western and North Central Regions meeting in San Diego and the Northeast and Southern Regions meeting in Orlando. In this way, a number of presentations were given in which attendees from both regions could benefit. Eventually, each region had a breakout session for their individual meeting. I wish to thank the MEWS Foundation for supporting the cost of attending this conference.

Did you know that 2008 is ESP's 80th year? There are approximately 7000 members nationally. If you are interested in serving on a National Committee, nomination forms are due April 1. North Central Region's next opportunity to nominate an individual for 2nd Vice President is 2010 (that person moves to President-Elect and then to President). The 2009 ESP National conference is Sept 13-16 in Fargo, ND. For 2010, it will be in Jackson, WY Oct 11-15.

As President-Elect I was involved in our first ESP Board meeting which was face-to-face on campus in December, and participated in all conference calls of the Board during the year. It is also the responsibility of the President-Elect to serve as liaison to the MAEE Board, specifically to coordinate with them on planning for the Extension Annual Conference in Duluth. I attended meetings in Hutchinson in April and on the St. Paul Campus in September to work with MAEE on a schedule for our annual meeting and awards program. In between those two meetings I was involved in lot of discussion with MAEE and numerous e-mails with our ESP Board to work out a feasible, although not ideal, schedule for ESP members in Duluth. I have appreciated the attitude and professionalism given me from MAEE this past year as we worked together to help solve our respective organizations' issues for Annual Conference.

Your President-Elect is also responsible for putting together and printing the Pi Chapter Annual Report. Committee Chairs and Officers of the Board were contacted and they sent me their reports. I appreciate everyone's cooperation in getting those reports to me in a well organized manner and on-time.

I have enjoyed working with the Board members and Committee Chairs this past year. I have learned a lot about our Pi Chapter. A list of the 2007-08 Committee Chairs is on page 5 of this report. I thank all of them for their dedication and commitment to the ESP-Pi Chapter.

We still face the challenge of maintaining and improving membership numbers in the Pi Chapter. Let us reach out to all Extension personnel and let them know how they may benefit from our organization. But first, those of us who are presently members need to be sure we have a good understanding of its mission, the opportunities available, and value of belonging ourselves.

I look forward to the coming year and working with the officers and committee chairs and in serving the membership of ESP-Pi Chapter. Your input, thoughts and ideas will be appreciated.

2008 ESP Committee Reports

Awards Committee Report — Janet Beyer, Chair

In March, nominations were sent to the national level. They included Dorothy McCargo Freeman for the Administrative Leadership Award category and Janet Beyer as the Pi Chapter Distinguished Service Award nominee.

ESP is very grateful to all of those who took the time to put together nominations and submit the materials needed to support those nominations. We had submissions for numerous categories this year.

We are very happy to recognize the following individuals in 2008:

Distinguished Service Award: *Dorothy McCargo Freeman*

Continued Excellence Award: *Jeanne Markell*

Early Career Award: *Heidi Haugen*

Mid Career Award: *Kia Harries*

Retiree Service Award: *Sheila Craig*

Administrative Leadership Award: *Tamie Bremseth*

Visionary Leadership: *Deborah Zak*

New Members: _____

Retirees: _____

Audit Committee Report — Naomi Fruechte and Diane Damerow

To the membership of Epsilon Sigma Phi – Pi Chapter:

We have reviewed the deposits and checks of ESP-Pi Chapter dated October 1, 2007 through August 31, 2008 and have found an accurate record of income and expenses for the 2007-2008 year.

Signed: Naomi Fruechte and Diane Damerow

Dated: 9-30-08

Global Relations (International) Committee — Larry Zilliox, Chair

No report. Larry was out of country conducting global relations on behalf of a service organization.

2008 ESP Committee Reports

History and Archives Committee — David E. Pace, Chair

All officers and committee chairs are reminded that copies of their work (minutes/treasure reports/committee reports) for the year need to be in the Archives. If the annual meeting report contains all of this information that might be most of what is needed. We need to encourage all members to bring to the attention of the Archives Committee items which they feel might be candidates for the files.

The duties of the committee are pretty much spelled out. The purpose of this committee is to maintain and organize the ESP archive and history files held in the Coffey Hall attic. The committee chair will monitor timely submissions to the file by the Executive Board and Committee Chairs of Pi Chapter, following this file guide:

President: Annual Reports, Constitution & Bylaws Updates, Other appropriate information (i.e. MEWS Fund)

Secretary: Minutes, Appropriate Correspondence

Newsletter Editor: Newsletters

Membership Committee: Membership List, New Initiates, Life Time Members, Transfer Members

Scholarship Committee: Scholarship Winner List

Award Committee: List of State Award Recipients, Summary of Regional/National Nominee

Other Committees: Appropriate Materials

Newsletter Report — Kathleen Olson and Sara Croymans, Co-Chairs

We have shared the duties of Epsilon Sigma Phi 'A Slice of Pi' newsletter as co-editors for the fourth year. Two issues of the newsletter were developed this year – spring 2008 and fall 2008. Co-editors took leadership for organizing the newsletter and used email and conference call methods to consult on layout, content, process, and proofreading.

Regional office support staff has provided expertise in the layout and design of the newsletter. 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. There is a continuous 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. We continue to place a notice in the newsletter to alert members to this.

Current numbers for mailing lists are:

39 of 40 receive newsletter via email only

1 of 40 receive newsletter via email and mail

0 of 40 receive newsletter via mail only

Life members:

87 of 146 receive newsletter via email only

1 of 146 receive newsletter via email and mail

62 of 146 receive newsletter via mail only

Note that there are more life members and less active members since last year and more are receiving by email from both groups. We need to keep reminding people that it will save the organization money if they receive their newsletter by email only.

2008 ESP Committee Reports

ESP Legislative Committee: Elizabeth Templin and Toni Smith, Co-Chairs

ESP MEMBERS: KEEP INFORMED ABOUT UNIVERSITY OF MINNESOTA EXTENSION AND LEGISLATIVE ISSUES

There are several easy things that you can do to keep abreast of the legislative issues that affect your professions' future, retirement benefits and overall fiscal health of the University.

1. **JOIN THE UNIVERSITY OF MINNESOTA LEGISLATIVE NETWORK:**
One of the first things you can do to stay informed about legislative issues is to register for the legislative network. When you complete the online form there is an opportunity to check Extension as your collegiate affiliation. Link: <http://www1.umn.edu/groots/index.php>
2. **ATTEND THE LEGISLATIVE BRIEFING:** Did you know you can attend President Bruininks' legislative briefing that includes a light dinner and overview of the request the University will be making to the Minnesota state legislature? If you are interested in receiving more details, you will automatically receive registration information through the legislative network. This event will be held the evening of January 28, 2009, at the McNamara Center.
3. **TALK TO THE LEGISLATORS IN YOUR AREA:** Don't underestimate the impact of talking about the value of Extension programs with your elected county commissioners, legislators, congressional representatives and senators!
4. **LEARN MORE ABOUT UNIVERSITY FEDERAL AND STATE RELATIONS:**
The University of Minnesota's central government relations prepares monthly updates on legislative issues affecting the University. This is an easy one-stop link for multiple types of legislative information: <http://www1.umn.edu/urelate/govrel/index.php>
5. **JOIN NARFE for \$33.00:** NARFE stands for National Association of Active and Retired Federal Employees. Why join NARFE? We still have many current and retired staff who are benefiting from federal pensions and health plans. NARFE assists employees, retirees and survivor annuitants by keeping them informed and actively involved in what is being done to defend against potential erosion or stagnation of future benefits. Read more about the benefits and current hot issues for federal employees at:
<http://www.narfe.org/departments/hq/guest/articles.cfm?ID=740>
6. **COMMUNICATE WITH EXTENSION GOVERNMENT RELATIONS STAFF:**
Did you know that Extension has a government relations unit? Contact one of the three Extension government relations staff to learn more about how Extension informs legislative stakeholders and works to retain and grow Extension funding. Sarah Greening, point person on federal linkages, greening@umn.edu; Toni Smith, point person on state and local linkages, tonis@umn.edu; or Gwen Gmeinder, point person on retiree linkages, g-gmei@umn.edu

2008 ESP Committee Reports

Membership Committee —Kia Harries, Chair

Pi chapter has 40 full active members, 3 Associate members and 149 life members for a combined chapter membership of 192. The Membership Committee asks that members encourage their co-workers to join and to support ESP. Membership recruitment went out to all Extension Staff in September 2007 via E-Weekly to encourage membership. Retirees also received membership information during the fall membership drive.

Pi Chapter has encouraged membership in a new category, Associate members. To be an Associate member, a staff member will have been employed by Extension for less than 3 years. This membership will be for Pi Chapter only, not a national member. (Currently National membership requires a member to have been employed by Extension for a minimum of three years.)

Associate members welcomed in 2007:

Adeel Ahmed
Antonio Alba
Ruth Neil

Since the 2007 Annual meeting the following person has joined ESP as a Life member:

Glenice Johnson

New members in 2007 were:

Becky Hagen-Jokela
Nathan Winter

Deaths since the 2007 Annual Meeting:

Julia Bartlett - 11/9/07
Arnold Herman Claasen - 1/15/08
Myral Zabel - 2/1/08
John Peterson - 7/20/08
Mae Kersting - 8/23/08
Gerald McKay - 8/20/07
Earl Fuller - 8/14/07
Wayne Hansen - 8/3/07
Wilma Gary - 6/28/07
Myrna Shearer - 7/15/07
Rachell Barrett - 2/19/07
George Roadfeldt - 2/11/07
Rosella Qualley - 2/18/07

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

2008 ESP Committee Reports

Nominating Committee — Glenice Johnson, Past President & Chair

- The following ESP members have agreed to have their names put into nomination for 2009:
 - President-Elect — Marcia Woeste
 - Director (2 year term) — Sue Fisher
- The elected members will join the current leadership team of:
 - President — Neil Broadwater
 - Secretary — Chuck Schwartau (continues second year of term)
 - Treasurer (appointed by the board) — Jerry Tesmer
 - Director: — Toni Smith (continues second year of term)
 - Past President — Kay Stanek
- Thank you to the retiring leadership team members:
 - Treasurer — Sheila Craig
 - Past-President — Glenice Johnson

Professional Development – Neil Broadwater

During the week of the past two Extension Annual Conferences, schedules have not provided ESP an opportunity to sponsor or co-sponsor professional development workshops. Three years ago when ESP/MAEE conducted a professional day at Andover, the ESP Professional Improvement committee sponsored two sessions and a luncheon roundtable discussion. The day worked out well for both organizations. The committee looks forward to the opportunity in the future to provide some professional improvement sessions when schedule permits.

Retiree/Life Member Committee — Gwen Gmeinder, Chair

In 2008, the overall goal was to continue to connect retirees with Extension, share information on Extension's programs, people and impacts across Minnesota. One important way we do this is the electronic newsletter, *Extension Update*, which is specifically designed and written for Extension retirees. This publication, sent out three times a year, includes an update from the Dean, a recap of noteworthy Extension events, awards and accomplishments received by Extension staff and retirees, updates on retiree activities, and highlights from recent media stories on Extension. The on-line readership has increased to 170 retirees, in addition to being posted on the Extension employee website for all employees to read and learn of retiree activities.

Additional accomplishments for the year included the annual retiree spring reception held on June 19 at the Minnesota History Center. Fifty-five Extension retirees and staff came together for a lovely afternoon which began with the option to tour the MN 150 exhibit and ended with a short program and reception with Dean Bev Durgan. ESP has now created a condolence card that is sent to the family of a retiree who passes away. This summer, the Extension Dean has also begun sending a condolence card to the families.

2008 ESP Committee Reports

Scholarship Committee Report — Roselyn Biermaier, Chair

The ESP Pi Chapter Scholarship Committee members are Pat Borich, Naomi Fruechete, Phyllis Onstad and Roselyn Biermaier, chair. Below are the guidelines that have been developed over the years. We encourage members and life members to apply.

The scholarship application identifies when and what amount of MEWS funds were received in the past by that individual. Based on that information, the scholarship committee will make a decision based on the application pool. Preference will be given to individuals who have not received the scholarship more than 3 times in the last 5 years for the same professional activity opportunity.

******Support funding for 2 – 3 delegates or official representatives to events such as trainings offered by other organizations, professional conferences, National Extension annual meetings including ESP and time spent with other organizations.*

The amount of money given out will be equal to or less than 90% of the interest accrued in the previous fiscal year. Available balance now is approximately \$18,000. Scholarships amounting to \$4,106.28 were awarded since our last annual meeting.

The MEWS funds will be awarded for the opportunities based on these priorities:

- Tuition, Registration Fees, Resource Materials
- Transportation expenses
- Housing/Lodging expenses
- MEWS funds should not provide funds for food

A motion was made at the September 1, 2005 board meeting “that the ESP board directs the scholarship committee to set aside designated funds for the two voting delegates for the ESP national meeting and for the President and President-elect to attend the JCEP Workshop from the MEWS funds. This includes registration, lodging, and travel. This sum is minus the national reimbursement. This is to be effective for the national meeting 2005. The voting delegates can not request the \$200 national reimbursement, if they did not fulfill their duties as a national delegate. Other Pi chapter attendees are encouraged to request scholarship funds for attending the meeting.”

Fund Raising Committee — Shirley Anderson-Porisch, Chair

2007-2008 committee members include Shirley Anderson-Porisch (Chair), Colleen Gengler, and Toni Smith.

The Committee chose not to have a silent auction or dollar auction in 2008 based on Board discussion and recommendation. As an alternate ESP fundraiser, beverage Litecubes were sold during social hour on Monday, October 20, 2008 on the Vista Fleet Boat Tour at Extension Fall Program Conference in Duluth.

In 2007, at Extension Fall Program Conference in Minneapolis, ESP donated \$687.00 to the Minnesota Extension Workers Scholarship (MEWS) Fund raised through the sale of 40 items donated to the ESP silent auction.