

# Epsilon Sigma Phi

## *Pi Chapter*

### Board Minutes

**2013 Epsilon Sigma Phi Minnesota Pi Chapter  
Annual Meeting  
Tuesday, October 8, 2013  
Duluth Entertainment Convention Center (DECC), Duluth, MN**

#### **I. Call to Order**

- a. President Holli Arp called the Minnesota Pi Chapter of Epsilon Sigma Phi to order at 6:42 pm.
- b. 31 annual members, 1 associate member, 1 life member and 0 guests were in attendance.

#### **II. Additions to the agenda**

- a. No additions to the agenda.
- b. Margo Herman moved to approved agenda. Gwen Gmeinder seconded; motion carried.
  - i. President Arp circulated archives sent from the National ESP office including a picture of our initial charter from 1927. The archives will be submitted to the Chapter History & Archives Chair for cataloging.

#### **III. Treasurer's Report/Audit Report**

- a. Sara Croymans, Chapter Treasurer Report included: For the fiscal year through 9/23/13 there was total income of \$4830 and total expenses of \$4225. The balance in the checking account was \$4221.18; savings account balance was \$3883.82, and CD balance was \$ 5459.48. An audit committee comprised of Colleen Gengler and Shirley Anderson-Porisch reviewed the accounts as kept by Treasurer Croymans for the year 2012-13. All accounts were found to be in order.

#### **IV. Proposed 2013-14 Budget**

- a. President Arp presented the Budget Overview for 2013/2014. Kia Harries moved to accept the proposed budget and Eli Sagor seconded the motion; motion carried.

#### **V. Secretary's Report –**

- a. Suzanne Driessen, Chapter Secretary directed members to the minutes from the October 8, 2012 in the Annual Meeting report. Marcia Woeste moved to accept the minutes as printed. Rosi Heins seconded the motion; motion carried.

## VI. Election of Officers

- a. Kia Harries introduced the slate of officer candidates including Kelly Kunkel for President-elect, Judith Conway for Secretary, and Colleen Gengler as Director Candidate for Retirees. Kia Harries moved to close nominations for President –elect, Secretary and Director and cast a unanimous ballot. Heidi Haugen seconds the motion; motion carried.
- b. Chuck Schwartau moves into the President’s role and Holli Arp to the Past-President’s role.

## VII. 2012-13 Committee Highlights

### a. *Awards and Recognition*

- a. Marcia Woeste suggested it is not too early to think about nominees for next year awards. You do not have to complete the form online; you can send names and a brief write up to Marcia to nominate your peers.
- b. These Minnesota Pi Chapter members received National award recognition for the North Central Region on September 18, 2013, Pittsburgh, Pennsylvania: 1) Distinguished Service: Toni Smith; 2) Mid Career, Suzanne Driessen; 3) Distinguished Team, *Educational Response to Families’ Financial Situation after a Natural Disaster*, Sara Croymans and team.

### b. *Scholarship*

- a. Rosi Heins spoke announced 9 people received scholarship this year. The amount for individual scholarships is \$500 per recipient. \$4500 will be available for scholarship next year.

### c. *Fundraising*

- a. Ellie McCann announced proceeds from the silent auction were \$484 with 16 donors and the dollar auction raised \$202 with 6 donors totaling \$686 for the ESP scholarship fund.

### d. *Retiree/Life Member*

- a. Gwen Gmeinder updated the contact list of retirees and had copies available for attendees.

### e. *Legislative*

- a. Margo Herman reported Minnesota had a good delegation at PILD (Public Issues Leadership Development Conference in Washington. The theme focused on ‘learning to share stories’.
- b. Other legislative issues effecting Extension work is the federal government shut down and the unresolved Farm Bill.

### f. *Professional Improvement*

- a. Chuck Schwartau had conversations with Extension’s Professional Improvement Director regarding joint opportunities in the upcoming year to work with the Minnesota Council of Extension Professionals (MNCEP). Eli Sagor will serve as ESP chapter chair in 2013-14.

### g. *Membership*

- a. Chair, Eric Vogel reported the organization has 43 current annual members.
- b. Membership Discussion – Small group discussion focused on two questions: 1) What does it mean to be a member of a fraternity organization? 2) What is honorary? Discussion cards were collected for the Board of Trustees’ consideration and discussion.

### **VIII. ESP Memoriam**

- a. Gwen Gmeinder, Retiree/Life Member Committee Chair, conducted a vigil remembering 13 Extension retirees who passed away this past year, including Norman H. Adams, Mary H. Bandow, Richard D. Herman, Charlotte W. Huckstead, J. William Mudge, Nancy J. Nelson, James L. Rabehl, J. David Radford, Lawrence R. Simonson, Gerald J. Sullivan, Harold B. Swanson, Richard C. Walter, and Charles E. Williams.

### **IX. Awards Presentation**

- a. Marcia Woeste, Awards and Recognition Chair presented the 2013 chapter awards:
  - ESP Friend Award: David Benson, Nobles County, Retired County Commissioner, Worthington
  - Early Career Service Award (first 10 years of service): Connie Burns
  - Mid-Career Service Award (10-20 years of service): Kelly Kunkel
  - Distinguished Service (20 or more years of service) : Deb Zak
  - Team Award: *Food Allergen Training for Food Service Employees*, Kathy Brandt, Suzanne Driessen, Katherine Waters

### **X. 2013-2014 Officer Installation**

- a. Kia Harries, Chapter Past-President conducted the installation of officers:
  - Past President – Holli Arp
  - President - Chuck Schwartau
  - President-elect – Kelly Kunkel
  - Treasurer – Sara Croymans
  - Secretary – Judith Conway
  - Director for Active Members – David Werner
  - Director for Retired Members – Colleen Gengler
  - Awards and Recognition – Marcia Woeste
  - Fundraising – Ellie McCann
  - Global Relations – Unfilled
  - History & Archives – Jodi Horntvedt
  - Legislative – Margo Herman
  - Membership – Connie Burns
  - Professional Improvement – Eli Sagor
  - Retiree/Life Member – Gwen Gmeinder
  - Scholarship – Rosi Heins
  - (Internal committees include: Nominating: Holli Arp; Audit (three members not on Executive Committee); Newsletter and Website Editor: Neil Broadwater).

### **XI. Meeting Adjournment**

- a. Holli Arp shared a few words thanking the membership for the opportunity to serve as President this past year. She turned the meeting over to the new President Chuck Schwartau
- b. President Schwartau invited members to submit abstracts for presentations. Deadline for submission
  - JCEP (Joint Council for Extension Professionals, (February 11-13, 2014, Memphis, Tennessee) is October 31, 2013

- PILD (Public Issues Leadership Development) (April 6-9, 2014, Alexandria, Virginia) is November 8, 2013.
- c. The meeting was adjourned by President Chuck Schwartau at 7:32 pm.

Minutes by Suzanne Driessen, Secretary  
Reviewed by Chuck Schwartau, Judith Conway

