

Epsilon Sigma Phi

Pi Chapter

Annual Meeting Minutes

Wednesday, September 27, 2006

4:45 p.m.

Extension Regional Center – Andover, MN

There were 39 members present.

Members were presented with an Annual Report and asked to review the committee reports as they would be presented in written format only.

Call to Order – President Janet Beyer

President Janet Beyer called the meeting to order at 4:45 p.m.

Chuck Schwartau was appointed Timekeeper and Shirley Anderson-Porisch was appointed Parliamentarian
Cindy Petersen, Sue Meyers and Sheila Craig volunteered to be minute reviewers

Rosi Heins/Shirley Anderson-Porisch moved and seconded to approve the agenda as proposed. Motion carried.
Gwen Gmeinder, Extension Administration working with retirees and communication, was introduced as a guest and we're pleased to announce she joined ESP!

Minutes of 2005 Annual Meeting – Secretary Andrea Ruesch

The minutes are pages 6 – 8 in the Annual Report. Bruce Schwartau/Cindy Petersen moved and seconded to approve the 2005 Annual Meeting Minutes. Motion carried. A sign-up sheet was passed around for attendance.

Treasurer's Report – Treasurer Sheila Craig

The Treasurer's written report is page 10 in the Annual Report. Phyllis Onstad/Naomi Fruechte moved and seconded to approve Treasurer's Report. Motion carried.

Highlights of President's Report – President Janet Beyer

The President's Report is page 11 in the Annual Report. We have had much progress on our goals and we will continue to work on them. President Beyer expressed her appreciation for the support from the Board and members.

Acceptance of Committee Reports as printed in Annual Report – President Elect Glenice Johnson

President Elect Glenice Johnson pointed out the written committee reports as presented in the Annual Report. The reports were presented in printed format in the interest of time so there wouldn't need to be oral reports. Members were asked if there were any questions or clarifications needed. Sue Meyers/Sara Croymans moved and seconded to accept the Committee Reports as printed. Motion carried.

Old Business

Retirees Directory and Communication - Gwen Gmeinder – one of the goals this year was to work on retiree communication. A hand-out was distributed to summarize some of the work that has been happening since the beginning of the year. Increasing communication is the overall goal. In early July a survey was sent out; results are in the written report. We posed the following questions: how aware/informed are you about Extension today? How aware/informed would you like to be? From your perspective, are we achieving our mission today? There was a discussion on what mailing lists were used and a member shared that they had not received the mailing. Response was that staff will continue to follow-up and work on cleaning up all of the addresses. Staff are working on an e-communication newsletter and anticipate there being approximately three per year. Extension will also be sending out a magazine to retirees.

Audit Report and Recommendation – Chuck Schwartau and Kathy Olson

The Audit Report is page 13 in the Annual Report. Chuck Schwartau and Kathy Olson met with Treasurer Sheila Craig to review the accounts and everything corresponded nicely. Thanks to Sheila for keeping a great set of books! Chuck Schwartau/Juanita Reed Boniface moved and seconded to accept the audit report. Motion carried.

Proposed By-Law Changes – President Janet Beyer

A hand-out was distributed outlining proposed By-Law changes. President Beyer outlined the proposed changes.

Article IV Sections 1 - 7 – Sheila Craig/Naomi Fruechte moved and seconded to approve the proposed changes to Article IV Section 1 - 7.

Section 1 - “Qualifications: Full Annual Membership in this organization is open to all county, regional, and state Extension program and administrative professionals, who have served in Extension for three or more years and support the purpose of this organization. Full membership includes membership in both the state and national association.”

Section 2 – “Associate Annual Membership in this organization is open to all county, regional, and state Extension program and administrative professionals, who have served in Extension less than three years and includes membership in only the state association.”

Section 3 – “New Members: Potential members, who meet the qualifications set forth in Article IV, Sections 1 and 2, shall be invited to join the fraternity by the chair of the membership committee.”

Section 4 – “Life Members: Life membership shall be granted to all qualified members in good standing who have left Extension or at the time of retirement upon payment of dues specified by the executive committee.”

Section 5 – “Annual Members both Full and Associate: An annual member is one who maintains commitment to the overall purpose of ESP and pays annual dues as established by the Pi Chapter executive committee.”

Section 6 – “Life and Annual Members have full membership privileges including voting and holding office.”

Section 7 – “Retired members, who choose not to pay the lifetime membership dues, may pay a yearly \$30 membership fee to enjoy the full membership privileges of the state association.”

Discussion. Chuck Schwartau/Karen Schafer moved and seconded to amend Article IV Section 7 from \$30 to annual state dues. Vote on the amendment – motion carried. Vote on the main motion with amended change – motion carried.

Article IX Committees

Addition of Section 5 – “MAEE Liaison: The President-Elect will represent ESP on the MAEE Board to keep lines of communication open between the two organizations, plan the Annual conference, professional improvement opportunities, and other projects/programs as determined by both Executive Boards. Likewise, MAEE will appoint a representative to serve as a liaison to the ESP Board.” Discussion – voting rights? Intention is no and that’s why the wording of liaison was used. Tamie Bremseth/Rosi Heins moved and seconded to approve Article IX addition of Section 5. Juanita Reed Boniface/Bruce Schwartau moved and seconded to amend Article IX Section 5 from The President Elect will represent ESP on the MAEE Board to The President-Elect of ESP will serve as liaison to the MAEE Board Vote on the amendment – motion carried. Vote on the main motion with amended change – motion carried.

New Business

2006 – 2007 Election of Officers – Cindy Petersen

Two candidates for office were announced– Kay Stanek for President-Elect and Sue Fisher for position of Director (retirees).

Kay was introduced to the members and she gave a brief speech. She was a longtime Extension employee in Wisconsin and has been in Minnesota for six years. Kay was active with ESP in Wisconsin, including being a member of the International Committee. She currently is the Campus Regional Director at the Morris Regional Center.

President Janet Beyer asked if there were any nominations from the floor for President-Elect. Tamie Bremseth/Juanita Reed Boniface moved and seconded that nominations cease and a unanimous ballot for Kay Stanek as President-Elect be cast. Motion carried. Congratulations Kay!

Sue Fisher was unable to join us today. President Janet Beyer asked if there were any nominations from the floor for Director. Glenice Johnson/Dave Pace moved and seconded that nominations cease and a unanimous ballot for Sue Fisher as Director be cast. Motion carried. Congratulations Sue!

Proposed 2006-2007 ESP Budget – Treasurer Sheila Craig

Treasurer Sheila Craig directed members to the report on page 9 of the Annual Report. There are very few changes from last year's budget. We did reduce the amount expected from retired members. We've had very limited money for the MEWS fund through our fund, merely a transfer. The \$300 listed under the general fund auction is what we hope to get tonight, our projection for income. The major change under expenses is the fourth item under President's Workshop – it's another item that the Board is requesting to use scholarship dollars from the MEWS fund to send our representatives to that workshop. Sheila Craig/Phyllis Onstad moved and seconded to accept the proposed budget. Motion carried.

National ESP Meeting – President Janet Beyer

The National ESP Meeting will be held in Annapolis, MA. Jeanne Markell and Neil Broadwater will be representing us. Neil will be getting the Distinguished Service Award. Congratulations were extended to Neil along with a round of applause!

The call for proposals for the 2007 National Meeting is out. Those of you looking at scholarly activities, this is an opportunity. The call is open to active staff, retirees, etc. and there are poster or workshop sessions.

MN Extension Centennial Celebration – Jeanne Markell

In 2009 we'll be marking 100 years of Extension in Minnesota. Talk has started with the leadership team, things such as what we should plan for, budget, how big we make it, workload, etc. We ask that if you have any ideas, let us know! Are there any volunteers to be on planning committees? We need to tap the history and experiences of our retirees.

Other Business

The awards system was promoted as no one applied for awards on their own. We'll try to do a more planned effort for next year.

New Member Initiation – Membership Committee Diane Damerow and Kia Harries

There are four new members to welcome: Susan Hooper, David A. Nelson, Gwen Gmeinder, and Bev Durgan. We have 33 paid members as of today plus retired members. Welcome to our two new life members – Dick Kruger and Lucia Orcutt; we will get them their certificates and membership cards

Awards Presentations – Glenice Johnson filling in for Cindy Bigger

Congratulations to the following!

International Award – Wayne Schoper

Mentor Award – Cindy Petersen

Mid-Career Award – Bruce Schwartau

Administrative Leadership Award – Kay Stanek

25 year recipients – Cindy Bigger, Jan Gilman and Chuck Schwartau

Distinguished Service Award – Kathy Olson

Memorial Service – Marion Anderson filling in for Beth Russell

We recognized the work of Leonard Harkness and Richard Hanson and the spouses of Extension workers including Delos Barber, Richard Martinson, and Estelle Hanson.

2006-2007 ESP Leadership Team Announcement/Installation – Cindy Petersen

An installation ceremony was held for the 2006 – 2007 ESP Leadership Team

Glenice Johnson – President

Janet Beyer – Past President

Kay Stanek – President Elect

Andrea Ruesch – Secretary
Sheila Craig – Treasurer
Kent Gustafson and Sue Fisher – Directors

Announcement of 2006-2007 ESP Committee Chairs – President Glenice Johnson

The chairs are listed on page 12 of the Annual Report. We truly appreciate the number that agreed to serve another year!

For the Global Relations Committee, we voted at the last Annual meeting that we dissolve this committee, but we need a By-Law change to do this and we didn't propose one. Discussion.

Retiree/Life membership Committee – Ann Bosch was asked and we're looking for other volunteers; Gwen Gmeinder agreed to serve on the committee

Other Announcements: ESP Dollar Auction and NEAFCS Annual Meeting

Colleen Gengler shared that there are 21 items on the Auction including a walking pencil that was demonstrated. Treasurer Sheila Craig has change for those that need it, remember that you only need dollar bills to participate so gets lots of them! Thanks everyone for donating such great items!

NEAFCS Annual Meeting – Rosi Heins – this event will be held September 17 – 20, 2007 in St. Paul and we will be busy working on that in the coming year. We are looking for your support and will be contacting retirees to help out.

Other

President Glenice Johnson recognized the leadership and commitment of Past President Janet Beyer and thanked her for her work.

Please make sure you sign the attendance sheet and pay your dues.

Adjournment

Dave Pace/Kathy Olson moved and seconded to adjourn the meeting at 5:58 p.m. Motion carried.