

# Epsilon Sigma Phi

## *Pi Chapter*

### 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	\$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	

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.

### **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 discus-

sion 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.

**Retirees – Gwen Gmeinder**

- The biggest goal for the year was the production of an extension retiree newsletter. This publication goes out via email and 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.

### **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.

#### **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 Schwartz  
 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.

*updated December 4, 2007 3:35 p.m.*