Epsilon Sigma Phi
Pi Chapter

Board Minutes

Wednesday, February 26, 2014
125 Coffey Hall, St. Paul Campus (and Via Conference Call)

Roll Call: Present: Chuck Schwartau, Rosi Heins, Gwen Gmeinder, Marcia Woeste, Dave Werner
Via Conference Call: Judith Conway, Sara Croymans, Eric Vogel, Margo Herman, Jody Hornvedt
Arriving later: Ellie McCann, Holli Arp
Absent: Collen Gengler, Eli Sagor, Connie Burns, others?

A. Welcome - Call to order by President
1. Meeting called to order at 10:12 am.
2. Review of the agenda. End time designated prior to 2:00 pm
3. No additions to the agenda
4. Approval of board meeting minutes. Action: Motion to minutes by , seconded by . Motion carried.

B. Treasurer’s report – Sara Croymans
Since the last report dated 9/5/13 & shared at the Annual meeting in October:

Income includes:
- $2580 (from 36 annual members + 2 associate members)
- $30 life member donation
- $250 MEWS donations
- $202 general fund auction

Expenses include:
- $1450 dues to National (34 annual members x $40 + 2 new members x $45; associate members are not National members)
- $250 transferred to the MEWS fund
- $1255.50 JCEP expenses:
  - $600 to Holli (9/23/13 - ideally should have been included on last year's budget - but books were already closed when received)
  - $655.50 to Chuck (2/5/14; will also be receiving $$ from national + Chuck has some additional expenses. $300 comes from national. However, additional expenses. ($750 has already been spent for this year. Possible additional PIILD conference expense for this year. Need to look at this for future.)
- $46.19 Awards expenses
- $5.00 transfer to savings to keep account active

Notes:
- May want to split out JCEP Annual Meeting & JCEP President's Workshop on future budget ....
FYI: We (Leadership and Civic Engagement) use StrengthsFinder 2.0 and Strengths-based Leadership in our programming) - Jody Horntvedt; Use in UMECYD for Leadership Cohort - Margo Herman/Eric Vogel

- Have dues to deposit (& to pay to National) for additional member - Jane Johnson
- Encouraging Rosi Heins & Cindy Petersen to become Life members - cost is $200 ... but if they pay life dues in a year they have already paid annual dues ($40) they can apply the $40 towards the $200 life member cost.
- 990N completed this year on February 26, 2014. (Normally, date to complete is February 15, 2014)

C. Old Business

- JCEP Update-- Strengths Finder workshop was offered as a tool and team building for participants. Significant discussion about membership challenges (national trends reviewed) and it is an issue everywhere.
- 2001 - 2013 we received $8600 from national - reimbursement was filled out by delegate, Chuck. President-elect should be encouraged to attend.
- PILD update- Kelly has to cancel her participation this year so we are looking for another board member to attend. Gwen will be there. Anyone else? Judith will be in Washington for another purpose and will be on the Hill. PILD scheduled for April 6-9, 2014 in Alexandria, VA.
- Galaxy update
- MnCEP

D. Professional Development - Ying Iverson

- Ying shared an overview document regarding professional development for Extension. (see document attached). Model being looked at to move professional/staff development closer to audience. Model being looked at to move new Extension Educators through a learning cohort. For 2015, exploring concept of mentorship for new Extension Educators.

E. Committee Reports

- Scholarship:
  Rosi Heins- applications are down from usual to date. Connie Burns has applied and been accepted for a $500 scholarship.

- Awards and Recognition:
  Marcia Woeste- applications for Early Career, Mid Career, Team, DSA have been submitted to national. David Benson, Nobles County, received friend of ESP award. Holli will write a press release to share locally as well as possibly with AMC for their newsletter.

- Fundraising:
  Ellie McCann--No update.

- Global Relations:
  Unfilled

- History & Archives:
  Jody Horntvedt
  Committee members include: Dave Werner, Bruce Schwartau, Kent Gustafson, others? (possible to invite Dave Pace??)
  Refer to report emailed to everyone on 2-25-14. See notes attached.
  ARCHIVED MATERIALS -- Eric noted the past membership materials included cards listing past members. Hit and miss on archived materials. Seven boxes of archived materials located in basement of Coffey Hall. University library also has reported some ESP archived materials. Encouraging discussion with them. (Gwen). Committee will be exploring where to house a “general” and “internal” housing of materials. Committee will explore organization of materials (Kia Harries could be included in this conversation as some things happened a few years ago."
  100th year anniversary of Smith-Lever. Is there a connection with what we want to do.
• **Legislative:**
  Margo Herman—Five year Farm Bill passed after two years of bi-partisan negotiating. Bill addresses SNAP and has a significant impact on Extension Center for Family Development with SNAP-Ed. Dave Werner shared challenges in MN: Money comes to DHS and dispersed to Extension. Still waiting to know amount MN will receive & how much DHS will pass onto Extension. Anticipating 10 percent decrease each year over the 5 years but still waiting to see.

• **Membership:**
  Eric Vogel provided the update. Connie Burns needs to step down as chair when she leaves Extension end of June. New chair needed. Member update: 34 annual members. 2 new members. 1 transferred from WI. 3 associate members.

• **Professional Improvement:**
  Eli Sagor sent a report ahead of time. He is putting together professional development opportunity for his organization. Looking for ESP input to see if we are interested in using the same format?

• **Retiree/Life Member:**
  Gwen Gmeinder
  Members - Shirley Anderson Porisch

F. **New Business**

• **Newsletter/Membership Memo’s** — Newsletter not since last national meeting. Editor needed—Neil Broadwater will be done July 1. Timing and number of memos/editions: Originally memos planned for about 4 times per year via e-mail. Newsletter just two editions via hard copy (about 30) and e-mail. 2/26 committee decision to have three newsletters per year. Possible articles - leadership conference (Chuck); archived materials (Jody); Friend of ESP award; membership update; summary of scholarship and personal story; retirees/new and deceased both ESP (color code name) and non-members.

• **National information:** National award nominations due March 1
  - Early career
  - Mid-career
  - Continuing Excellence
  - Friend of Extension
  - Visionary Leadership
  - Administrative Leadership
  - Team Program
    - Diversity (team and individual)
  - Extension Professional of the Year
  - National Conference

• **IMPORTANT DATES - See agenda**
  - NATIONAL CONFERENCE DATES -National conference; Indianapolis, October 6 – 9 (same dates as our Fall Program Conference); Chuck mentioned he talked with Neil Broadwater. He declined. Still looking for any interested individual.

G. **Other:**


  **Goal 1** - Membership - Eric Vogel is looking for another chair for membership and will not be moving forward the goals under membership. Further discussion needs to be made on ESP membership benefits and defining what it means (i.e. creating an elevator speech; short video clips (available are national video clips or creating Minnesota’s own). Hundreds of potential members are out there!

  **Goal 2** - Fundraising - Team member includes: Marcia Woeste
Goal 3 - Scholarship - add “report back to membership use of scholarship”
Goal 4 - Professional Improvement - no additions
Goal 5 - Awards and Recognition - no additions
Goal 5 - Retirees - keep as recorded - Side note - “getting retirees to respond back to organization on what is going on with them.”
Goal 6 - ESP Board Priorities - Possibly adding item on ESP value marketing

Gwen made motion to accept goals as written and stated. Seconded by Marcia Woeste. Motion carried.

**H. Proposed Dates for upcoming meetings via doodle poll.** Chuck will propose.

Meeting Adjourned

Respectfully submitted by Judith A. Conway, Secretary
Reviewed by