

Epsilon Sigma Phi

Pi Chapter

Board Minutes

March 8, 2007, 10 a.m.

Documents emailed to Board Members in advance included: March 2007 meeting agenda, December 13, 2006 minutes, Treasurer's Report, Budget Update, and 2006 Officers and Committees list.

Members on the call: President Glenice Johnson, President Elect Kay Stanek, Secretary Andrea Ruesch, Treasurer Sheila Craig, Roselyn Biermaier, Cindy Bigger, Neil Broadwater, Gwen Gmeinder, Dave Pace, Liz Templin, and Larry Zilliox

Call to Order

President Glenice Johnson called the meeting to order at 10:06 a.m.

Approval of Agenda

Dave Pace/Kay Stanek moved and seconded to approve the agenda as proposed.

Minutes of December 13, 2006 Board Meeting

Correction - *The Source* magazine will be sent out three times per year (versus four times as stated in the minutes). A suggestion was made to include the date on the last page of the minutes so everyone knows it's the latest/correct version. Gwen Gmeinder/Cindy Bigger moved and seconded to approve the minutes with the said correction. Motion carried.

Treasurer's Report

Treasurer Sheila Craig referred everyone to the Treasurer's Report that was emailed out, dated March 8, 2007. Income since our last meeting totals \$670 and expenses of \$1,670. Treasurer Craig clarified the reissued check for ESP National flowers; the check was sent made out to a vendor and it ended up being a different vendor so the old check was destroyed and a new one issued to the correct vendor. The checking balance is \$5,174.36. Discussion. Our chapter has a credit at National of \$5 for a carry forward for a member transferring from Iowa to Minnesota. Dave Pace/Gwen Gmeinder moved and seconded to approve the Treasurer's Report subject to audit.

Treasurer Craig asked if there were any questions on the Budget Update. Our savings account shows a balance of \$1,120.32 and the MEWS Fund total at \$119,978.53.

President Glenice brought up a discussion in regards to the scholarships for JCEP. Previously Pi Chapter had supported JCEP in the amount of \$800 but we decreased that to \$300 as our finances were tight. The intention was to request JCEP Scholarships from the MEWS fund. The MEWS fund does not include this language for JCEP, only for National Meeting! Discussion. MEWS has a policy to not reimburse for meals. Sheila Craig/Dave Pace moved and seconded to suggest modification to the foundation for the MEWS fund to add the words "and JCEP" to the language of the policy (added to the National Meeting language). Discussion. Motion carried.

Committee Updates

Awards and Recognition – Cindy Bigger

Three award applications were submitted last week. Anyone who has been nominated in the past few years can be submitted to the national level so we can still follow-up with them. Thanks to all those who submitted information and put things together. Thanks Cindy for doing a great job!

Auction – Colleen Gengler

President Johnson reported that the committee will have documentation for our May meeting outlining a structure for how the Auction's work can be included in the Policies & Procedures document. Colleen has lined up committee members to work on the 2007 Auction.

Global Relations – Larry Zilliox

President Johnson reported that the theme this year at JCEP had an international twist. Kay Stanek will do follow-up work with Larry Zilliox on things learned. Everyone was encouraged to check out the global connections link on the national website, there are opportunities to connect with other states and programs. The link will also be published in the next newsletter.

History and Archives – Dave Pace

Mid April is the goal for heading to the archives so watch for more at the May meeting. The committee has a great outline of where they'd like to head.

Legislative – Liz Templin

The committee is happy to announce that Dean Durgan has funded the ESP retirement workshop. The committee does not have the absolutely final signature on the dotted line about the presenter so more to come on that. The workshop will be held Friday, May 18 at the Continuing Education Center on campus from 8 a.m. – 4:30 p.m. with a reception to follow after. The committee did a survey of people eligible to retire and it went out to 200 people on Federal benefits, 111 responded with almost all wanting to attend a workshop. Survey results showed that people were interested in all topics but didn't want to be there longer than a day. There is a strong probability that there will be funding for another workshop next year! Breakout at the end of the day will feature folks that have retired that are now in new careers, consulting, etc. and split them by capacity area (4-H, Ag, Family Development, etc.). Can you name some individuals for Liz that would fit each of those categories as presenters? Discussion. A list of names was generated. There was a suggestion to have teleconference capability as a way to reach an even larger audience. Keep feeding ideas and contact information to Liz. Reception for all retirees from 4:30 – 6:00 p.m. on May 18. State Specialists have volunteered to host people needing overnight housing. Dean will cover meals, registration, hand-outs, etc.

Life Members/Retirees – Gwen Gmeinder

A retiree electronic newsletter has been in the plans for some months and we're excited to report we're just about there! We have a template and sections and are just waiting for the final approval which we anticipate we'll get sometime next week. There are 50+ people on the distribution list. The goal is to send out updates three times per year plus three times with *The Source* for a total of six contacts plus the Dean's Reception. We need to set the date for the Dean's Reception yet – May or June date. Suggestion to host the Dean's Reception the same day at the Retiree Workshop, May 18. Discussion. Liz Templin and Gwen will do the follow-up. Keep the ideas coming!

Directory Update – Gwen Gmeinder

Gwen has a final copy in her hand and is taking it to the printer later on today and hopefully mailed out next week. There are 342 names in the directory! How many extra hard copies would be good to have made (in addition to the 342 retirees)? Suggestion was 50 additional copies. Suggestion that the directory be a PDF and sent electronically to active members or put on the website portal under Dean and Director's and an email announcing that's it posted on that site. Congrats on a job well done, Gwen!

Membership – Diane Damerow and Kia Harries

Diane and Kia were unable to join us. President Johnson has documents with updated lists from them and will email those out.

Newsletter – Kathy Olson and Sara Croymans

Kathy and Sara couldn't join us today due to other commitments. We also have the Spring newsletter listed under New Business and will discuss it then.

Professional Improvement – Neil Broadwater

A lot of work had been done on the survey. Neil will continue to work with MAEE on workshop ideas for the Summit gathering. It was shared that MAEE has requested Monday, October 8 of the Summit dates (October 8 – 10) for their business and activities, more to come on that.

Scholarship – Roselyn Biermaier

The committee has not received many scholarship applications. We had a request from a Capacity Area Leader for a PILD scholarship for a staff member that is also an ESP member. A regular application was forwarded to them. Any assistance in recruiting folks that want to do professional development are most welcome! Quarterly deadline dates – April 1, July 1, October 1, and January 1. Can apply post event.

Old Business

JCEP Conference Report – Kay Stanek and Glenice Johnson

Kay Stanek and Glenice Johnson shared the following comments/report. The conference theme was global relations or internationalizing the Extension system. We should try to have our local committees as closely tied to national committees as we can. There is still time to apply to be a member of a national committee. The 2008 conference will be held in conjunction with the western conference as we've gone from four JCEP sites to two, we'd be in with the west. ESP no longer has the word or descriptor of honorary. There was a conversation about tenure requirements for membership and other states expressed an interest in our associate membership format. ESP now has the responsibility for the educational programming at JCEP each year. We will apply for a Chapter of Merit Award and President Johnson will submit an application on behalf of Pi. National dues will be going up \$10. Life membership dues are going from \$150 to \$200 starting September 1. We should really alert folks of this. There are links to chapter websites from the national site and we don't have one. Should we consider that at some point? We can put this on a future agenda. There was a lot of internationalizing Extension in terms of perspectives on local programs. "You can't be a world class organization if you're not out in the world." Kay and Glenice expressed their thanks and how they really appreciated the opportunity to attend this conference.

PILD Conference Update

President Johnson reported that two people are attending the PILD conference – Jeanne Markell and Claudia Cody.

Liaison position with MAEE – Kay Stanek

At this time we haven't received the name of who will be the representative from MAEE TO ESP. Kay Stanek will request that it be placed on the next MAEE agenda.

Review goals and establish timeline

President Johnson went through the list of our goals and the consensus is that we're doing very well on our goals. Quick highlights include – we have seen a real increase in membership – approximately 20% and we've heard about some more, the Retiree Directory and newsletter are approaching publication, events such as the Retiree Workshop are being sponsored, and we're working on strengthening our partnership with MAEE. Discussion. Consensus was to concentrate on policies and procedures at our May meeting.

Global Relations motion from 2005 Annual Meeting (By-Laws)

Sheila Craig/Liz Templin moved and seconded that the Board recommends that the motion to dissolve the Global Relations Committee be rescinded at the 2007 Annual Meeting. Discussion. Motion carried.

New Business

Second signature on checking/savings accounts – Treasurer Sheila Craig

We have had a second person who could sign checks for the Pi Chapter, not two signatures on every check. The current second signer is no longer a member of the Pi Chapter. Discussion. Kay Stanek/Roselyn Biermaier moved and seconded ESP Secretary be the second signature on the accounts. Motion carried.

Spring Newsletter

President Johnson reviewed the list of topics from the Spring 2006 newsletter to help us shape our 2007 Spring newsletter. Sara Croymans is putting together the newsletter and we set a deadline of April 10. President Johnson will send out an email reminder. Board members committed to topics they will write articles about.

Next Board Meeting

Discussion. Andrea Ruesch/Roselyn Biermaier moved and seconded that the May Board meeting be changed to May 17 from 1 – 4 p.m. so that members can also attend the May 18 Retiree Workshop if desired. Motion carried.

The meeting adjourned at 11:42 a.m. by unanimous decision.

March 28, 2007