

**Epsilon Sigma Phi – Pi Chapter
Executive Board Meeting
May 23, 2006
10:00 a.m.**

Members present: President Janet Beyer, President Elect Glenice Johnson (via phone), Secretary Andrea Ruesch (via phone), Treasurer Sheila Craig, Cindy Bigger (via phone), Kent Gustafson, Naomi Fruechte, Cindy Peterson, Neil Broadwater

Call to Order – President Janet Beyer

President Beyer called the meeting to order at 10:05 a.m.

Time Keeper appointed – Naomi Fruechte

Approval of the Agenda

Cindy Bigger/Glenice Johnson moved and seconded to approve the agenda. Motion carried.

Secretary's Report

Sheila Craig/Kent Gustafson moved and seconded to approve the minutes. Motion carried.

Treasurer's Report

Treasurer Sheila Craig distributed written reports.

2005 – 2006 Treasurer's report May 15 – in and out income and expenses; we had another annual member and a new member join; the new member is actually a renewal so will need to reimburse them \$7; income \$427 expenses – money paid out since our last meeting total \$1,204.67 ending balance \$3,266.15

Whole Year Budget – income is still needed; we're reporting a positive number – took in more money than we budgeted; if there are () around it, means we haven't taken in as much as we thought we would. We're \$102 ahead of what we estimated; due to \$300 other income; we are one member over where we were last year

We will not have as much carryover as we had last year.

Discussion/questions. Anticipated cost of Annual Meeting? Awards – purchased plaques for outgoing officers. We do a Silent Auction every other year for the MEWS fund. Should we consider additional auctions (MEWS, Dollar, etc.) for operating budget expenses? Think about the timing/schedule for the Annual Meeting.

At the next meeting Sheila will have a proposed budget for next year.

Updates – President Janet Beyer

Report from Dave Pace – working with Sue Meyers on the archives and he'd like a little input from us. The archives are set up as a file for every year currently. They suggested that maybe pull the member list from all the separate year files and have one membership file. We could do the same with Annual Reports, etc. Discussion.

Cindy Bigger/Sheila Craig moved and seconded that the ESP files be filed by categories versus by years. A history file needs to be started and this will be added to the goal list. Discussion. Motion carried.

Diane Damerow – will be working with Kia Harries on membership. Are there any ideas on how to push and really involve membership? Capacity Areas and Regional Directors were highlighted as groups to work on. Tie in with scholarship, professional development, etc? Scholarships are available only to ESP members.

There was a discussion on Associate Membership for those in Extension for 0 – 3 years. Cindy Peterson/Kent Gustafson moved and seconded that Associate Members (in Extension for 0 – 3 years) would only pay the state membership fee and be eligible for scholarship. Discussion. Motion carried. As this is a change to our By-Laws, it must be published at least 10 days in advance to follow By-Laws.

Discussion. Do we have a list from HR of people who are 1 – 3 years in, how would we potentially contact them? We need to know who we're trying to recruit. Or we could do it by Regional Center and counties. Who can be included in membership?

We need to make updates to the membership brochure/recruitment piece. We will include this in the Annual Meeting packet. Any other changes to this? We need to make an effort to contact those retirees that are not life members. Could we consider having them pay a small fee to keep connected?

Sheila Craig/Cindy Bigger moved and seconded that there be \$30 state membership annual dues for non-lifetime retired members. Discussion. Motion carried. This will need to be presented as a By-Law change.

Jeanne Markell and Gwen Gmeinder

Neil Broadwater – survey sent out last fall to retirees with e-mail addresses. Not a scientific survey, but a feedback survey. We have not had too many people attending the Annual Conference. Neil provided a quick analysis of the feedback – approximately 30 responses. Some retirees are meeting, some have presentations and some are just gatherings. Most retirees feel a sense of disconnect with Extension. Would like to get an update on what's going on with Extension and how it's going. They want the connection and that feeling of belonging, information on benefits, social time to reconnect with colleagues, and connect with new staff, and they want to feel welcome, want updates, and they want to know if their friends are coming.

Response by Jeanne and Gwen – we have an opportunity to revisit the organization, our commitment to retirees and consider a broader category of supporters – alumni, supporters, etc. as part of our Government and Constituent Relations reorganization. We have the luxury of building a friends base that will help us with our federal, state and local legislative advocacy. Do we want to create a development association? It's really a good time to join up with ESP on this. Gwen has agreed to take a leadership role to help make this happen. We are a can do team – “We get things done.” Considerations could include a regular newsletter from administration to retirees, something more specific on our website, better job with listserv and database, etc. What about an electronic database? We have for 8 – 10 years have done a spring retiree gathering. Are there more opportunities to partner with ESP for the fall event? We don't have a lot of financial resources, but we are making a commitment to put some staff energies, and some resources, toward it. What should be the rational partnership/role for ESP to keep and for us to not takeover? We can collaborate, create and have a win-win situation.

Gwen – we want to have more information on where retirees are. We do have a reception set up in May – the Dean has a reception for all retirees in the database. The Reception will be held Wednesday, June 14, Radisson Hotel. The Dean provides an update on what's happening in Extension, plus there's a social time and question/answer with the Dean. E-mail would help us be timelier. ESP has an e-mail list to share. Melissa Instenes is coordinating our list. Usual reception attendees are from the Twin Cities and 20 – 30 years retired. ESP has co-sponsored this in the past. This year's agenda includes a presentation by the Dean and question and answer with Dale Blyth from Center for 4-H Youth Development.

Discussion. Could we consider moving this reception to the fall for the professional development day with MAEE and ESP? Response – that's how it started.

Development Program for St. Paul Campus – we used to have departments/colleges with this and we had annual events around this and had a purpose to gather. The St. Paul Institute is now gone.

Breakout sessions – can choose to attend certain things, learning opportunities, etc. We need to show that we care about them, not just solicit for funds or contact legislators for helping us. Discussion.

Naomi Fruechte/Cindy Peterson moved and seconded that one - two ESP members join Jeanne Markell and Gwen Gmeinder to design plans for retirees and Friends of Extension issues. 2009 is Centennial Celebration of Extension and planning for the event will be started. Discussion. Motion carried. Neil Broadwater and Sheila Craig will represent ESP on this committee. Gwen Gmeinder will take the lead on getting the committee started.

Promo/touch base on the June 14 event. Promotions for ESP membership, Gwen will share the list of people who are invited, coming, etc.

Jeanne Markell – Legislative

Check out E-Weekly this week and website. Federal legislation is looking pretty good, the House is supposed to vote this week. The President's budget moves away from base funding to competitive funding for Experiment Stations. Due to diligent lobbying, we've averted that. Formula funding will be staying, FNEP will see a 10% increase. We're actually looking pretty good on the House side. State legislature at the 11th hour saw Representative Dean Urdahl plugged some rider language that has implications for Experiment Stations on an apple patent.

Cindy Bigger – Awards

Do we have people that fit the award categories? Cindy will send out the form to the ESP Board and please send them back to Cindy so she can recruit the people. She will send it out in June, due back end of August/early September. Last year we filled quite a few of the categories. Cindy is working with MAEE so we don't have so many awards overlap. We are tied to a national organization and cannot change. Cindy has a conference call on Friday of this week to review things with MAEE. We missed a deadline for competitive events. Cindy talked with Linda Cook at the National Office about missing the deadline and we can submit for next year.

Rosalyn Biermaier – Scholarship

Scholarships were covered in the last newsletter. We had four applications this last quarter. Two Educators went to Brazil on a marketing trip – Wayne Schoper and Tim Dolan. We sent President Janet Beyer and President Elect Glenice Johnson to JCEP. Keep encouraging members to apply for the awards. We will run scholarships at least twice a year. We're really pleased with the applications and expecting an increase due to new promotion documentation. We have around \$16,000 budgeted annually. Our committee recommends to the Scholarship Committee to review the dollar amount for the JCEP workshop and suggest increasing it for two ESP Officers.

Dollar Auction

This would be the off year for the MEWS Fund Dollar Auction. Kent Gustafson/Glenice Johnson moved and seconded to hold a Dollar Auction at the 2006 Annual Conference with funds to go toward the General Operating Expense of ESP Pi Chapter. Motion carried. Cindy Bigger will follow-up with Toby Spanier and Colleen Gengler.

Nominating Committee – Cindy Peterson

We're seeking nominations for a President-Elect. We're hoping Sheila Craig will carry on as Treasurer. We will need nominations for a Director as Naomi Fruechte's term is up and it should be a retiree as we rotate with current and retiree.

Annual Meeting

We're pleased that the dates for the Annual Meeting have been announced so far in advance. Any ideas for break-outs, let Neil know.

Retiree Directory – Melissa, Marian and Sheila are working on it. They're working with Administration on getting updated lists/databases. There will be continued notices in the newsletter on how we're doing.

Policies and Procedures – Janet Beyer

We need to get documents updated as we've made changes to our By-Laws and they're not included in this document. Committee Chairs serve a two-year term and rotate them. The goal is to rotate Committee Chairs periodically. .

President Beyer will put together proposed changes send out a draft to everyone and we'll vote in August. Points to consider at this time: newsletter – two newsletters per year; not four; Secretary's Report – minutes and Executive Summary sent after each meeting; scholarship – when to distribute and advertise them and who's eligible; specific ESP Professional Improvement funds used for what?; 18 month notice for Professional Improvement contributions requests from other organizations; National Public Policy Workshop – equally funding people attending; Regional President's Workshop; Retiree Directory – working with Extension Administration; and Memorials – Retiree Committee's responsibility

Progress on Goals

Due to meeting time constraints, it was reported that we are moving ahead on all of our goals.

National ESP Meeting – November 14 – 17 at Annapolis, Maryland

We pay for two voting delegates to attend from the MEWS fund.

Fee for Annual Meeting – does this deter people? Discussion.

2009 Extension Centennial – new news to us today; next year's Board – start looking at how ESP wants to be involved

Naomi Fruechte/Cindy Bigger moved and seconded to adjourn at 12:44 p.m.

Next Meeting – August 8—conference call 10-11:30 a.m.