

# Epsilon Sigma Phi

## *Pi Chapter*

### Board Minutes

Tuesday, December 04, 2012

Phone conference, 10:00 – 11:14 AM

**Roll Call:** Holli Arp, Gwen Gmeinder, Kia Harries, Rosemary Heins, Tom Hovde, Ellie McCann, Chuck Schwartau, David Werner, Eric Vogel

#### **1. Holli Arp, President**

- a. Meeting called to order at 10:02 AM
- b. Review of the agenda
- c. No additions to the agenda
- d. Gwen Gmeinder will take minutes for Suzanne Driessen today

#### **2. Secretary's Report**

- a. July 30, 2012 minutes sent via email prior to this meeting
- b. *Action:* Motion to accept minutes by Gwen Gmeinder, second by Kia Harries. Motion carried

#### **3. Treasurer's report – Sara Croymans-via email report sent prior to meeting**

- a. Signature cards were updated and sent to the bank with new names of Sara Croymans and Suzanne Driessen; names removed from the account were Jerry Tesmer, Chuck Schwartau and Sheila Craig
- b. Received membership dues (\$4050) from: 1 associate (\$30); 36 Annual (\$70); 6 Life (\$250)
- c. Will pay National dues by the 2/1/13 deadline
- d. As of 11/29/12: Checking account balance is \$ 7,563.71
- e. An audit committee needs to be appointed for the 2011-12 year
- f. *Action:* Board suggested asking two ESP members that live close to the area; Shirley Anderson-Porish is one name that came up. Holli Arp to follow up
- g. IRS report in process, due in February
- h. *Action:* Motion to accept Treasurer's Report made by Rosi Heins; second by Chuck Schwartau. Motion carried

#### **4. Old Business**

- a. 2012 annual meeting review: business meeting moved along; want to increase attendance by retirees, could ESP host a social gathering for retirees prior to annual meeting; is it possible to find a consistent time for ESP annual meeting in the Fall Program agenda.

- a. Duane Bakke, Fillmore County Commissioner, received the “Friend of ESP Award;” it was presented by LuAnn Hiniker at an AMC meeting and Bakke was very appreciative of award.
- b. MNCEP update: Kia Harries reported on lunch meeting during Fall Program conference; overarching goal is finding ways to work with other associations, no budget this is a liaison role. Have had 2 representatives, Kia and Gwen Gmeinder, need to fill spot now open by Gwen. Let Kia and Holli know if someone would like to take on the representative role for 2013. ESP had role of chair of MNCEP last year, it is rotated to others for upcoming years.

## 5. Committee Reports

- a. **Awards & Recognition** – Marcia Woeste - no report at this time
- b. **Fundraising** – Ellie McCann
  - i. Silent auction fundraiser at Extension annual conference for 2012 raised \$360.00 with 12 donors
- c. **Scholarships** – Rosi Heins
  - i. MEWS scholarship funds awarded so far in this fiscal year have been to Connie Burns, Phyllis Onstad (retiree), Shirley Anderson-Porisch (retiree), and Sara Croymans. Each received \$500 awards to attend and/or present for professional development.
  - ii. Funds currently are available to fund at least another four recipients in the current fiscal year.
  - iii. Question raised on what are parameters for scholarship? Scholarship covers continuing education, professional conferences, and sending voting delegates to the National meeting. Application for funds needs to include money from other sources.
- d. **Membership** – Eric Vogel
  - i. Updates: 36 current regular member; 51 last year; reminders to be sent to the ten who did not re-new membership; 6 new life members and 141 current life members
- e. **Professional Improvement** – Toni Smith – no report at this time
- f. **Retirees** – Gwen Gmeinder
  - i. Retiree newsletter was sent out last week; always looking for further article ideas and more email addresses for Extension retirees
- g. **Legislative** – Jeanne Markell - no report at this time

## 6. New Business

- a. **JCEP - PILD (Public Issues Leadership Development conference)**
  - i. Ellie interested in going to PILD this year
- b. **Chapter Goals**
  - i. Growing the membership is a key area
  - ii. Reference made to Tamie Bremseth’s email of November 6 as a good example of “selling” membership to others by describing the benefits of joining an organization.
  - iii. What would the benefits of ESP include and what makes ESP unique from other associations? Access to scholarships is one benefit.
  - iv. Action: set-up a subgroup of ESP to help define membership benefits: Eric Vogel to be on committee, any other interested board member should contact Eric or Holli.
  - v. Holli will start to form the goals by drafting and putting on Google Docs to share with Board members.

- vi. Do we want to continue the Global Relations Committee in its current form? Very hard to continue this for MN chapter, really need institutional support and money to fund the research. Suggestion made that Renee Pardello has an international perspective and she would bring a good connection with ESP; Dave Werner to follow up with Renee on this.
  - vii. Other goals discussed: need a personal connection to promote ESP. Is there someone in each Center to be a promotional spokesperson? Do new hires get timely info on joining ESP? In the first three years of employment one can join as an associate member and have the benefit of networking and access MEWS. Do we invite new hires from past three years to join ESP? It is not just a Membership Committee issue, who can work on this with Eric?
  - viii. Fund raising is a continuing goal
  - ix. Professional Improvement: Meeting at Arboretum in Fall of 2011 was very successful, and so was the recent Sept 25 webinar put together by Toni Smith and Chuck. Should we have more webinars? Do we take advantage of Extension retirees who can come back and be on a panel to share their recent experiences. Suggest working with Extension HR on webinar in 2013.
- c. **2013 Conference call/meeting dates:**
- i. Wednesday, January 30 (10 – 2 Coffey Hall)
  - ii. Wednesday, March 29 (9-11 am conference call)
  - iii. Wednesday, May 15 (9-11 am conference call)
  - iv. Wednesday, July 31, (10-2 Coffey Hall)

11:15 AM: Meeting Adjourned

Respectfully submitted by Gwen Gmeinder,  
Secretary for this meeting

Reviewed by Holli Arp, President