



EPSILON SIGMA PHI- ALPHA SIGMA WISCONSIN CHAPTER

Board of Directors Meeting - Minutes

Wisline

November 22, 2013

10:00 a.m. - 12:00 p.m.

- 1) Call to Order: Patrick Nehring, President 10:04 AM
- 2) Roll Call: Aerica Bjurstrom, Secretary
Present on the call were Marilyn Herman, Kay Schroeder, Paul Roback, Patrick Nehring, Mary Novak, Aerica Bjurstrom, Patrick Robinson, Peggy Compton, Maryann Schilling, Joan Wimme, Chris Kniep, and Linda Kustka.
- 3) Review and Adopt Agenda: Time and location incorrect on agenda, motion made to accept agenda with corrected time and location made by Herman/Schilling. Motion passed.
- 4) Review of August 20, 2013 meeting minutes motion Herman/Schroeder. Motion Passed.
- 5) Treasurer's Report: Melanie Miller- Since the last report of May 2013 - we made 2 payments to Patrick Nehring for the Galaxy conference totaling \$1476.84. A check was cut to Mary Mennes for the Caterer at the ESP Picnic for \$1414.00 and a check for \$27.09 to Peggy Compton for reimbursement of silent auction items for Galaxy Conference.

Deposits included \$1270 from the picnic registrations, \$400 in refunds from National ESP for the national conferences, \$2155 in new memberships and renewals, and a total of \$200 from last year's member renewals even after the end of May. New membership checks are coming in each day. A motion was made to put the report on file by Herman/Schilling. Motion passed.

- 6) Standing Committee Reports:
Please report on committee membership, chair-elect, and plans for 2013-2014.
 - a) Awards: Rene Mehlberg - The awards committee has not yet met, but will shortly in order to get ESP awards information out and online to all. Watch your email & the ESP website for updates. More committee members are welcomed!
 - b) Benefits Review: Dwayne Rohweder – no report.
 - c) Grants: Chris Kniep/Pattie Carroll – Next round of grants due February 1, announcements will be going out soon. Will be sending out announcement in December. It takes too long to get TERS and reports. The report is a requirement to get the grant, Chris is trying to find new ways to make sure people get their reports and TERS in sooner.

- d) Global Relations: MaryAnn Schilling – haven't met yet. Maryann will be starting in Waushara County December 2 and after she settles in there and will start working on getting the committee together. Hopes to have another international workshop in the next year.
 - e) Membership: Kristi Cutts – Peggy Compton reported for Kristi. Peggy is a member of membership committee, one Wisline and another in a few weeks. Fall membership drive includes new documents to register. It was sent out by Janice England at the Dean's office mid-November. Committee members have access to google docs so they know who to expect to register with payment. A member from each program area sent out a personal email to their program asking them to join ESP. The email highlighted how they benefitted from ESP and encouraged other program members to join. Board members send in membership please! Information was sent to new colleagues at orientation. Ellen had info at the 4-H program, Patrick at CNRD. Looking to get people to join so they can fill positions on committee.
 - f) Nominations: Just starting nominations, but there is a new member to the committee and the committee is full. The committee consists of current ESP president, past President, President-Elect, and three additional people. Will meet via Wisline in December. They will work to find a President-Elect, county director, state director and retiree for the three people who will be leaving the committee. The other officer whose term is up will be Treasurer. Peggy will ask Melanie to stay on another term. Nominees will take office at the JCEP meeting in March.
 - g) Retiree: Paul Roback - Committee met Sept 26. Consensus was that Paul will continue as chair of committee. Reviewed policy and procedures. Add activity and collaborate with membership committee. Would like to recruit life members. Reached out to 11 retirees who had stopped paying annual membership dues. Also 6 retirees who serve on the picnic committee and are not members. The committee also reached out to four recent retirees/members. Solicited a total of 21 retirees, and Paul has not made contact with Melanie yet to see if any of them have joined ESP. Role at JCEP conference. Due to conference moving around a lot, they did not think a separate track for retirees was going to be well attended at JCEP, so they will forgo that at this year's conference. They do hope to continue the Pre-Meeting retiree reception at JCEP. The committee is looking for newsletter ideas.
- 7) Board Member Reports:
- a) Historian: Linda Kustka – no report
 - b) Newsletter: Joan Wimme – Still waiting for standing committee reports. Moratorium report. Would like reports ASAP, they would like to get it out before Thanksgiving. They'd like pictures of any events committees have been working on. Winnebago Co not reimbursed for summer newsletter, there is a pending bill for that with the treasurer.
 - c) Administration Representative: Yvonne Horton – no report
 - d) Retiree Representation: Kay Buelke Schroeder & Marilyn Herman - The 4-H retirees get together once a year in October. Old SE district is hosting this year; Paul may want to attend the meeting to get retired 4-H people to solicit lifetime membership since the meeting will be in his area. Marilyn – Family Living tour/picnic, met last summer in Beaver Dam and the next meeting is July in Wisconsin Dells or LaCrosse. Will bring along lifetime membership info to solicit more membership.
 - e) County Representation: Barb Haynes & Mike Koles – no report
 - f) State Representation: Patrick Robinson & Tom Schmitz – Present, but no report/update
 - g) Past President: Peggy Compton
 - i) Peggy is on the National ESP Membership Committee – They approved an annual plan of work. Peggy will be presenting /hosting a webinar in January geared towards chapter treasurers and memberships in each chapter, it will focus on how to navigate protocols and

procedures for membership. Presidents and Presidents-Elect will be invited to attend as well. Second webinar will be held in spring and will focus on navigating the national website from a recruitment standpoint. Peggy will probably also contributing to national connection newsletter.

- h) President: Patrick Nehring – Patrick put together a poster focusing on locations of scholarship funding for the JCEP conference last year. Information is also available on the state ESP website.
- i) President-elect: Mary Novak –
 - i) Memorial list – no report/no news on members
- j) Wisconsin JCEP: Patrick Nehring, Peggy Compton, and Mary Novak
Patrick – is secretary of conference committee, also secretary of JCEP board. Mary attended the August 14 meeting in Stevens Point. The meeting is designed to bring exiting and new board members together. Treasury for JCEP is looking good due to the larger attendance when it was held in Madison in 2010 plus a greater attendance in 2013. There is about \$33,000 in the treasury. Purchase more services by the Pyle Center for planning such as folder stuffing for the annual conference. There was discussion about holding department meetings with JCEP meeting. There was a lot of expression regarding the topic, 2014 will hold department meetings at the JCEP conference. The 2014 Conference will be held at the Radisson in La Crosse with the same format as 2013. There was discussion as to hold the retiree reception prior to the annual meeting. Motion made to host light refreshments before annual meeting at 2014 JCEP made by Compton/Schroeder. Motion passed.
- k) Galaxy Conference: Patrick Nehring, Peggy Compton, and Mary Novak as representatives of ESP. Mary attended council meeting as a delegate. By-laws changed regarding election process how the VP gets on the board. The other change was to conduct elections via electronic ballot. Elections are being moved to late spring/early summer prior to National meeting. Membership has increased; current membership is 2,365 annual members and 3,241 life members. Peggy and Patrick rounded up materials for auction basket. Jerry Apps attended the pre-conference on writing your story, which was supported/funded by the National ESP grant fund. Peggy – attended first meeting of membership recruitment and retention committee. Major reason to go was to meet the group since the rest will be via calls and emails. Peggy did receive an ESP scholarship to attend the conference.

8) Unfinished/On-going Business (48:00)

ESP Room at the Pyle Center: Linda Kustka - Jenny Erickson, Sauk County CRD Educator and a volunteer from retiree committee have agreed to be on the ESP Room Committee. There is now a group of four, however three of the four are/were 4-H Youth Development. If there are any concerns that the program representation is not broad enough, Linda would accept some suggestions of people from other programs. They would like art that represents the history of Cooperative Extension and program areas. They also suggested a person from the area who is not a Co-op Extension, but maybe an interior designer. Peggy did suggest JoAnn Hinz and Linda said JoAnn was already asked and has declined due to other commitments.

9) New Business

- a) Need two ESP Board Member or Committee Chair to represent ESP at PILD – April 6-9, 2014, Alexandria, VA: nominations are Mary Ann Schilling, Barb Haynes, and Peggy Compton. Barb will go for sure and either Peggy or Mary Ann will go, one in 2014 and one in 2015. The Dean's office needs to know by December 1. PILD scholarships are available to only first-timers, it's \$600. December 1 is the deadline for the scholarship. Patrick will contact Barb to make sure

she applies for the scholarship. Peggy and Mary Ann will discuss who is going next year and get back to Patrick by December 1.

- b) Resource Development and Management Committee – a few people are interested and Patrick will continue working on that.
- c) Dues and ESP Picnic: Paul Roback – Larry Binning is on the picnic planning committee and is not an ESP member. Larry pays reservation fee and doesn't submit expenses every year and submits one large bill every few years. ESP last reimbursed Larry in 2010. He would like to not submit the most recent bills and have that money go towards his lifetime membership fee. Currently he has approximately \$340 worth of back reimbursement due to him. Paul wanted to know if the board was okay with putting that money towards his lifetime membership fee instead of sending him a check. Money would come out of the picnic account and moved to the general ESP account. Motion was made to pay dues towards lifetime membership for Larry Binning out of picnic fund based on back expenses due for park reservations and he pay difference to make up a \$400 life membership. Compton/Schilling, motion passed.
- d) History of Extension/Smith-Lever Act 100th Anniversary. 2014 is the centennial for Smith-Lever Act establishing Cooperative Extension around the country. Do we want to do anything to highlight it for the year? Other states have increased membership by offering professional development via ESP. There was a group at Galaxy that had information promoting state involvement of the Smith Lever Celebration. They have publicity materials available. Are people fatigued with the Wisconsin Centennial, or is the Smith Lever Celebration one more opportunity to promote Cooperative Extension? The preference would be to get Jerry Apps to regional meetings to talk about the history of the Smith Lever Act and the history of Cooperative Extension. Peggy would be interested in providing professional development at winter regional meetings and working with Jerry Apps via ESP. Patrick Nehring will help work on professional development with Peggy. If Jerry isn't available, perhaps use PowerPoints that were created before to give a presentation at regional meetings? Is there someone else other than Jerry to cover the topic in case he isn't available or interested? The main idea is to bring professional development to reach all colleagues, especially new ones, and building on the Smith Lever Act on the Federal level and down to our state level. This professional development would be "sponsored" by ESP. Linda suggested that 75th ESP Celebration featured a history of Extension Fashion show. Linda would be happy to help and provide help. The group will meet and report at the next meeting in February.
- e) Retiree Activities at JCEP Conference – Covered earlier in retiree report.

10) Upcoming Meetings

- a) Board Meetings
 - i) February 28, 2014 (Wisline)
 - ii) March 13, 2014 (annual meeting)
- b) National JCEP Leadership Conference – February 11-13, 2014, Memphis, TN
 - i) Delegates: Patrick Nehring and Mary Novak
- c) Wisconsin's JCEP Conference – March 12-13, 2014, La Crosse, WI
- d) PILD – April 6-9, 2014, Alexandria, VA
- e) National ESP Meeting – October 6-9, 2014, Indianapolis, IN

11) Adjourn 11:39. Compton/Schilling adjourn

12) Contact: Patrick Nehring, President, patrick.nehring@ces.uwex.edu