



**Epsilon Sigma Phi: Alpha Sigma Wisconsin Chapter
81st Annual Meeting Agenda
Holiday Inn, – 1001 Amber Ave., Stevens Point, WI
April 6, 2011—10:30 a.m.
Meeting Minutes**

- 1) **Call to Order:** The meeting was called to order by ESP President Paul Roback at 10:40 a.m.
- 2) **Review and Adopt Agenda:** Paul Roback reviewed the agenda, requesting additions or changes. Motion by Edie Felts-Podoll/Marilyn Herman to approve agenda as presented. Motion carried. Roback appointed Edie Felts-Podoll as Parliamentarian.
- 3) **Meeting Minutes:** Chris Kniep was appointed Secretary for the meeting on behalf of Shelley Tidemann, Secretary. Motion by Faden Fulleylove-Krause/Joan Wimme to approve the Annual Meeting minutes of April 7, 2010. Motion carried. Paul Roback appointed Jenny Wehmeier, Laurie Boyce and Karen Joos to review the April 6, 2011 Annual Meeting Minutes.
- 4) **Financial Report:** Jeanne Baum, Treasurer reviewed the financial statement for 2010-2011. Jeanne noted the expenditures were in keeping with the budget with the exception of the costs related to the Strategic Planning processes – an un-budgeted activity in the original annual budget. However, the Strategic Planning process did stay within the budget approved by the board. Hearing no questions on the financial statement, Dick Pederson moved/Randy Knapp seconded to place the financial statement on file. Motion carried.

Baum presented the proposed 2011-2012 budget and entertained questions.

Roback appointed Faden Fulleylove-Krause, Kathi Vos and Dan Malacara to the Audit Committee. They will meet face-to-face with Baum to review the 2010-2011 records.

- 5) **Election of Officers:** Chris Kniep, Past President presented the slate of candidates secured for offices, stating the slate was incomplete as no candidates were found for the president-elect position. Candidates for the remaining offices include:
 - Secretary – René Mehlberg
 - County Director – Cara Carper
 - State Director – Ann Keim
 - Retiree Director – Mary MennesMotion by Kniep/second by Jeanne Baum to cast a unanimous ballot for candidates. Motion carried.



Kniep thanked and congratulated the newly elected officers for their willingness to serve on the ESP Board and requested members consider the president-elect position.

- 6) **Standing Committee Reports:** NOTE: complete reports were distributed to those in attendance and were are posted on the ESP Website
- Awards: Linda Olson on behalf of Matt Hanson – Olson reported the committee met via WisLine this past year completing their responsibilities. Award applications were reviewed with recognition occurring at the All Association Luncheon. Applications will be forwarded on to the national level. The committee is seeking addition members.
 - Benefits Review: Dwayne Rohweder submitted a written report of his work this year. Rohweder focuses on staying on top of both the federal and state benefits, including written reports in each edition of the ESP newsletters. He is looking for others interested in this role.
 - Grants: Patrick Nehring referenced the printed report he provided. During the past year, an additional requirement was added to the application process – submission of a written report for the newsletter and website. Nehring reminded the members that there are two grant cycles: August 1 and February 1 and that funds remain for the August cycle. Grant recipients will be presented at the All Association Luncheon.
 - Global Relations: Jenny Wehmeier & Faden Fulleylove-Krause reported on the re-formation of this committee. They are seeking a new committee chair and encouraged members to visit their poster display later in the afternoon.
 - Membership: Edie Felts-Podoll provided an up-date on membership, noting 100 of the JCEP Conference Attendees are ESP members. Felts-Podoll thanked committee members for their work on membership efforts. Membership has increased this past year, with the most growth from the Community Development program area. Felts-Podoll shared a number of items in the strategic plan that focus on membership and will be worked on this next year. Membership list will be posted on the website.

Felts-Podoll recognized and welcomed the following new active and life members:

New Members: Jackie Caratini, Sherry Daniels, Aimee Dunn, Nav Ghimire, Diana Tscheschiok, Todd Johnson, Gary Kirking, Doug Lippert, Monica Lobenstein, Mary Ann Olson, Gail Roberts, Katy Sternweis, Cathy Techman, and Tom Wojehowski,

New Life Members: Edie Felts-Podoll, Donna Menart, and Dick Pederson

- Nominations: Chris Kniep shared that ESP members have apparently learned to say “no”, as seeking candidates for offices was difficult this year. Kniep thanked those who considered positions and those elected to the board.
- Resource Development and Management: Peg Reedy thanked her committee for another successful Extension Olympics. The silent auction will continue to be open until

the poster session/reception prior to the evening banquets. Reedy also requested additional committee members.

- Retirees: Paul Roback reported that this committee has been on hiatus as the Board focused on membership changes, strategic planning and re-grouping. Plans include developing an e-mail distribution list of retirees and re-establishing this committee. Kathi Vos, Dan Wilson, and Paul Roback will be working on these tasks.

Motion to place reports on file by Maylon Peterson/Marie Witzel seconded. Motion carried.

Members were reminded to complete and return committee application forms.

- 7) **Newsletter Update:** René Mehlberg, Editor explained that the newsletter is posted electronically via support from the Dean's office with hard copies sent to retirees. The next newsletter deadline is June 15th 2011.

8) **Unfinished/Ongoing Business: Paul Roback**

- Strategic Plan – Roback explained the planning process was initiated after last year's meeting. The existing ESP Strategic Plan was drafted many years ago and hadn't been actively followed the past few years. The plan process included interviews, revamping the mission statement, reviewing priorities, the benefits of membership, being an inclusive organization, the roles and responsibilities of officers, etc., with two goals emerging: membership and organizational structure. The ESP Board adopted the plan in March. The full planning report is available on line at the ESP Website.
- Public Issues Leadership Development (PILD)- Roback reported the two ESP delegates to the conference are Shelley Tidemann & Matt Hanson.

9) **New Business: Paul Roback**

- By-Law Revision - Roback referred members to the proposed by-laws document highlighting the most significant changes. These include:
 - Article II- purpose statement matches new mission statement
 - Article III- membership clarified –consistent with National association, membership drive/invitation
 - Articles IV- VI major revisions as detail under officers, governing bodies and duties was re-organized in these sections
 - Article VIII – historian language was made consistent with other officer/board roles
 - Article X – Dues for Retiree membership was clarified
 - Article XV - appointment of ad hoc committees was up-dated.
 - Article XVII Dissolution – fund oversight

Motion by Chris Kniep/Joan LeFebvre second to approve proposed Bylaws. Motion Carried.



- Adopt Proposed Budget 2011-2012 – Motion by René Mehlberg/Karen Joos seconded to approve the proposed budget. No questions were raised by the members. Motion carried.
- President’s Comments and Recognition of Outgoing Officers – Paul Roback thanked the 2010-2011 Board for their contributions acknowledging the team effort and many accomplishment of the year. The completion of the strategic plan, update to bylaws, updated marketing materials and increase in membership were all significant accomplishments for the year.
- Induction of New Officers – Christine Kniep. The 2011-2012 Board was installed:
 - President: Joan LeFebvre
 - Past President: Paul Roback
 - Treasurer: Jeanne Baum
 - Secretary: René Mehlberg
 - Directors – County: Cara Carper and Patrick Nehring
 - Directors – Retirees: Faden Fulleylove-Krause and Ann Keim
 - Directors – State Staff: Sue Buck and Mary Mennes
- Presentation of Gavel – President Paul Roback presented the 2011-2012 ESP President’s gavel to Joan LeFebvre. The handmade ESP gavel was made by retired member Jim Everts. LeFebvre thanked Roback for moving the Wisconsin ESP organization forward during his term as President. LeFebvre encouraged members to consider the President-elect position and to consider attendance at the National ESP Meeting and PILD Conference.

10) Upcoming Meetings: President Joan LeFebvre highlighted the following events and dates:

- Picnic- August 16, 2011 in Middleton
- National ESP Meeting: Syracuse, NY - Oct 9 - 13, 2011
- National JCEP Leadership Conference - February 7-8 2012 in San Antonio
- Public Issues Leadership Development (PILD) – April 16-18 2012
- WI JCEP – April 2012 – dates and location TBD

11) Adjourn: President LeFebvre adjourned the meeting at 11:50 a.m.