



EPSILON SIGMA PHI- ALPHA SIGMA WISCONSIN CHAPTER

Board of Directors Meeting - WisLine

March 25, 2010

2:00 - 4:00 P.M.

Meeting was called to order by President, Christine Kniep, at 2:06 p.m.

Roll Call: Suggestion for putting "pizzazz" in our Annual Meeting

On-line: Chris Kniep, Paul Roback, Mary Ann Genson, Jeanie Baum, Shelley Tidemann, Patrick Nehring, René Mehlberg, Tom Parslow, Diane Weber, Matt Hanson, Ken Schroeder, Dan Wilson, Steve Kinzel

Excused: Edie Felts-Podoll

Absent: Dwayne Rohweder, Yvonne Horton, Alexa Loustalet, Linda Kustka, Jennifer Erickson, Ann Keim, Peg Reedy

Review and Adopt Agenda: Any additional or reordered items: Add Proposed Budget under new business.

Moved by Hanson/Schroeder to accept the January 15, 2010 Meeting Minutes; motion carried.

Treasurer's Report: Baum emailed the Financial Report and discussed the following items: Income was slightly less than expenses this year. Picnic account went up and all 4 CD's are listed on report. Regional meetings were higher in reimbursements as they reflected 2 years worth of meetings. February 28, 2010 was the end of the fiscal year. Were over budget \$159.00 for this current year. Treasurer's report will be placed on file.

Standing Committee Reports: NOTE: "former" committee name is listed in parenthesis and a printed report is needed for JCEP -Board discussed reports should be available in hard copy at annual meeting. All committee chairs should e-mail their reports to Paul Roback by April 1st, and he will post to the ESP Website and bring along 25 copies. Please ID 2010-2011 Committee Chair.

Awards (Member Services): Matt Hanson

Hanson reported 16 entries to be judged, one disqualification due to not meeting ESP membership requirements.

The following individuals received ESP awards for 2010:

DSA: Edie Felts-Podoll and Denise Retzleff

Early Career: Cara Carper, Mike Maddox

Mid Career: Theresa Danielson Wimann and Catherine Neiswender

Administration Leadership: Tim Jergenson

Visionary: Mary Meehan-Strub

Friend of Extension: David Bretl

Team: Midwest Manure Summit Steering Committee- Paul Dyk, Mark Hagedorn, Abby Huibregtse, Scott Gunderson, Cheryl Skjolaas, Brian Holmes,

Three awards were forwarded to National, DSA: Mary Britnall-Peterson, Early Career: Paul Roback;

Team: College Transition Team: Lori Zierl et al.

Matt will be chair again. Chuck Prissel will join the committee representing 4-H.

Benefits Review (Legislative): Dwayne Rohweder No Report

Grants (Professional Development): Patrick Nehring

Committee met and awarded \$11,250.00 scholarships/grants this past round. \$9,550 available for an August 1, 2010 deadline. Awardees are required to submit a summary of what they learned or accomplished with the grant, which will be included on the ESP website and newsletter.

February Round of recipients are:

Henry L. Ahlgren Award- Trisha Wagner and Maria Bendixen; Marvin and Ellouise Beatty Award- Jenny Wehmeier; Ellen Fitzsimmons Award-Joan Sprain; J. Mitchell Mackey Award-Dan Tueteberg; Professional Development Grants-Chad Cook, Monica Lobenstein; Donna Peterson, Laura Brown, Sarah Tarjeson, Chris Viau.

Global Relations: committee forming - Chris Kneip reported for Sue Buck, Trisha Wagner, and Jenny Wehmeier

All three will meet in Green Bay and will link with the Internationalizing Cooperative Extension Committee.

Membership (Membership, Recruitment and Retention): Chris Kneip reported for Edie Felts Podoll Information has been going out and her committee had checked with those who did not continue their membership. What she heard was counties are no longer paying the dues and what is the benefit they get to offset the cost of the dues. Membership committee will be looking at this in the future. Dan Wilson discussed what has been happening in other states regarding dropping membership. Additionally the loss of federal appointments affects on membership. At least half of Wisconsin's membership is retirees.

Nominations: Diane Weber reported

5 openings for 2010/2011, the following individuals have said yes to Diane to have their name placed on the ballot.

- President elect- Joan LeFebvre
- Chapter Treasurer- Jeannie Baum
- Retiree Director- Faden Fully-Love Krause
- County Staff Director-Patrick Nehring
- State Staff Director-still open Diane to keep looking

Resource Development and Management: Peg Reedy/Tom Parslow

Tom reported depleting the UW Trust fund so all funds are coming from the UW Foundation has been achieved. May take a couple of years to make all the adjustments, but UW Foundations has

received instructions to hold all earnings for scholarships. Tom's annual meeting report will show who has contributed to the Endowment Fund this year.

Tom recommends looking for one new committee member to join Peg. Interested individuals should contact Tom. He hopes to announce at JCEP.

Tom also recommends for funds for this committee's operations, (i.e. Evergreen upkeep, annual letters, etc.) come out of the ESP budget. In past operations expenses have come out of earnings, but would like to have it be from the budget. Amount used is around \$350.00/year. Tom would like to suggest it be taken out of the ESP treasury with source of money to be from dues.

Peg Reedy will handle the auction and Annie Jones will handle the Olympics. They are meeting and Dean Klemme is booked for the Olympics. Tom will be in attendance on Wednesday of JCEP. Promotional Piece will be in each packet Chris has this.

Retirees, County, & State Representatives: Mary Ann Genson/Dan Wilson, Ken Schroeder, Jenny Erickson, Steve Kinzel, Ann Keim

Dan Wilson reported on roles and responsibilities from the meeting that was held with Ann Keim, Steve Kinzel and Dan. It was noted that information on roles/responsibilities was nearly nothing for retirees, state and county representatives. Possible roles/responsibilities:

- All six Directors become members of the Membership Committee to help recruit colleagues from the groups we represent. It was felt that the Committee already focuses on inclusive recruitment. Steve is on this Committee
- Directors act as a communication link with colleagues from the groups we represent. It was felt that the Newsletter already accomplishes this task.
- Each Director serves on a Standing Committee. Some Directors already do so.

Recommendations shared by Dan, Steve and Mary Ann

- Each Director serves on a Standing Committee.
- General for ESP - ESP should engage in an organizational assessment and strategic planning process to review where we are now and look forward to where we want to be. Confirming/creating mission, vision, and values; right sizing the Board; defining Director roles and responsibilities; developing "job" descriptions for Directors and Standing Committees; identifying goals; generating action plans; etc. should all be addressed in this timely, critical effort. Possibly an Adhoc committee could be formed to move forward on this. Discussion on how strategic planning would tie in with national ESP strategic plan and future of Wisconsin.

Chris noted that Linda Kustka noted a strategic plan was done during her presidency, i.e. 6 years ago.

Board Member Reports

Historian: Chris Kniep reported for Linda Kustka

Would board members like to visit the archives before the summer picnic to determine a process of what to save? Picnic date was discussed as possibly August 17th. Members need to let Linda know their interest.

Newsletter: René Mehlberg

- a) 3 per year - March, **July**, November Article deadline: June 15, article assignments/suggestions will be emailed soon.
- b) Photographer for the ESP Awards Luncheon is Marma McIntee.
- c) Mary Ann Genson expressed a concern regarding if retirees are receiving the ESP newsletter via the web, as she does not, but does access the website to get her newsletter. Chris noted that this is a concern. Tom Parslow noted that the list serve being used needs to be cleaned up; and some ESP mail goes to "junk mail". Tom suggested that retirees fill out a postcard on how they want to receive their ESP communication at the JCEP meeting/reception and/or picnic. Jeanne Baum will send a note to Alexa with the new mail list to help clean up the list. Chris will also check in with Edie as well.

Administration Support: Alexa Loustalet - interim

Chris Kniep reported Jennifer Lord is in a different position and Alexa will be an interim for the next three months.

Administration Representative: Yvonne Horton No report.

Past President: Dianne Weber No report

President: Christine Kniep

- a) ESPconnection & ESP Communiqué highlights Monthly updates on the website encouraged to view
- b) WI JCEP Meeting - ESP will be in charge of JCEP Conference Committee for 2011. Paul will be working on this, Chris Kniep and President Elect will be working with him as well.
- c) National Committee nominee - Karen Joos name submitted
- d) Achievement in Membership Application due May 1 - Jeanne, Edie, and Chris - This is another way for our chapter to participate with the national. Edie is working on this. Chris noted that nationally membership has decreased.
- e) YouTube video: The Extension Professional's Creed <http://agriflifeextension.tamu.edu/>

President-elect: Paul Roback

- a) National Meeting
 - 1) Shared updates from the ESP meeting at 2010 JCEP Regional Conference
 - 2) Elected Regional Vice President for ESP- Kathleen Tweeten from NDSU
 - 3) ESP National is updating their national plan
- b) Website up-dates
 - 1) Working with Mary Lucas on updating the website and keeping it current.
- c) Memorial List
 - 1) Working with JoAnn Gruber-Hagen to compile the list and it at print for the JCEP meeting.

Unfinished/On-going Business

Bylaw revisions

Chris Kniep lead discussion, Dan Wilson suggested the chapter think about doing a planning process first for direction, then planning results and suggestions could be included in any bylaw revisions. Paul Roback moved to form a Strategic Planning Ad-Hoc committee, seconded by Dan Wilson

motion passed. Dan Wilson volunteered to be on the committee, but not lead. Paul Roback volunteered as well. Chris will contact others who might like to serve on this committee before JCEP in April.

Chris Kniep asked Diane Weber to follow up with someone to take up the state rep role in the interim. Patrick Nehring will be the county representative.

Committees

Talked about the preferred size and representation, currently there are 6 members per committee. Committee selection opportunities were included in the 2010/2011 membership form that was in the newsletter and will be at the annual meeting.

PILD Representatives - Patti Herman & Shelly Tidemann

New Business

JCEP Activities

- a) Olympics -Rick Klemme in costume again, new twist for this year.
- b) Silent Auction-Tom Parslow shared that e-mails gone out to promote the auction. Would like to see the baskets get more interest this year. One change for this year, there will be a ballot for the "best" baskets and a president's award. Tom would like to have a brief time to announce the "Best" Basket winners at the ESP luncheon. Tom will have certificates to give out to the winners. Peg will be bringing the ballots. Baskets need to be in place by 4:00 pm on Tuesday. In addition to baskets there will be silent auction items as well.
- c) Reception for ESP Retirees Edie has been working with the hotel to have a space for refreshments and to conduct our meeting.
- d) ESP Business Meeting - Wednesday April 7th - Agenda items:
 - (1) Election of officers will happen at the meeting. Brief committee reports should be sent to Paul Roback for posting to the website and Paul will print 25 copies of each for the meeting. Chris will get a copy of the agenda for the meeting to us all next week. Shelley and Jeanne will have 75 copies of their respective reports ready for the annual meeting.
 - (2) Introduction of new members will happen at this meeting and Chris will check with Edie on this. If there are additional agenda items, get them to Chris Kniep by March 29, 2010.
- e) Budget Request
Jeanne Baum reported on her drafting a proposed budget from past budgets, current membership and request from Resource Development. We currently will be spending more than we will be taking in with this proposed budget. Jeanne explained the proposed budget as it will be presented, to the board. Chris Kniep asked all committee chairs to review their respective budgeted amounts.
- f) UW-Extension 100th Year Celebration - 2012 - Pamela Seelman no report.

Up-coming Meetings

- g) JCEP - April 6-8, 2010, Green Bay; ESP annual meeting on April 7th
- h) National ESP Meeting - October 12-15, 2010 Jackson, Wyoming Information is posted on the national website, but no registration yet.

Kniep adjourned meeting at 4:00 p.m.

Minutes recorded by Michelle D. Tidemann, Secretary