



EPSILON SIGMA PHI- ALPHA SIGMA WISCONSIN CHAPTER

Board of Directors Meeting - WisLine

January 15, 2010 (formerly December 9, 2009)

9:00 - 11:30 A.M.

Meeting was called to order by President, Christine Kniep, at 9:01a.m.

Roll Call: What can we do to increase attendance at the ESP Annual Meeting held at JCEP?

On-line: Chris Kniep, Paul Roback, Jeanne Baum, Mary Ann Genson, Jennifer Erickson, Ann Keim, Ken Schroeder, Steve Kinzel, Edit Felts-Podoll, Patrick Nehring, Peg Reedy, René Mehlberg

Excused: Shelley Tidemann, Dianne Weber, Matt Hanson, Linda Kustka, Tom Parslow

Absent: Dan Wilson, Dwayne Rohweder, Yvonne Horton, Jennifer Lord

Moved by Gensen/Baum to accept the August 18, 2009 Meeting Minutes; motion carried.

Treasurer's Report: Kniep reported that she received a letter that the ESP audit was successfully completed September 4 by Karen Dickrell and Wally Hitt with Baum. Baum emailed the treasurer's report and highlighted where we are with dues, which is listed on bottom of the report. The estimated membership numbers for 2009-2010 are 8 new, 67 renewal, 4 life. The treasurer's report will be placed on file.

Standing Committee Reports: NOTE: "former" committee name is listed in parenthesis

Awards (Member Services): Matt Hanson

Hanson emailed to all that the awards committee is soliciting award nominees, either by nominating others or self-nomination. Award applications are due January 31 and are available on the website.

Benefits Review (Legislative): Dwayne Rohweder

Margaret O'Brien????, is working with Rohweder. Last newsletter article included information on benefits, & they are working to let members know what those are.

Grants (Professional Development): Patrick Nehring

Committee met and is bringing forward "ESP Grants Committee Policy & Procedure Guidelines" for approval, under new business. Next round of grants are due February 1 with \$20,708 available for 2010 with \$3,208 from the Algren Fund and \$17,500 from UW Foundation Fund.

Kniep noted Mary Kluz's email sent to the Co-op list sharing about her experience in Sweden, highlighting her blog, and sharing that she received the Beatty ESP award to help fund her professional development experience.

Grant recipients are required to write a report on their experience, and Roback commended Nehring on having the grant reports on the website.

Global Relations: committee forming - Sue Buck, Jenny Erickson, and Jenny Wehmeir
Erickson talked with Marty Havlovic who connected her with Arlen Albrecht & Julie Keown-Brown and the Internationalizing Cooperative Extension Committee. Current discussion is about joining the UWEX committee.

Membership (Membership, Recruitment and Retention): Edie Felts Podoll
Membership form was in the November newsletter. Direct membership information will be emailed shortly with the encouragement to join by February 1 as that affects voting delegates at the National Meeting. Felts-Podoll is personally contacting administrators to join, as they are often a group who has not consistently renewed their membership. The membership committee will look at the membership list after February 1st and do follow-up afterwards.

Nominations: 5 openings for 2010/2011

- President elect
- Chapter Treasurer
- Retiree Director
- County Staff Director
- State Staff Director

Dianne Weber will chair the nominations committee. The committee will also consist of the directors who will be going off the board. Suggestion for officers: Jeanne Baum is willing to be nominated again for treasurer. Share other suggestions with Dianne.

Resource Development and Management: Peg Reedy

Peg Reedy is transitioning into the committee chair role replacing Tom Parslow. She reported that the committee is working to deplete the UW Trust fund so all funds are coming from the UW Foundation. The annual appeal letter for funds was recently mailed after the mailing list was cleaned up.

Retirees, County, & State Representatives:

There were no specific reports from any of the representatives. From August notes these representatives were encouraged to meet via wisline to define their Representative/Director Role. In the past they have been on a committee; an idea was to have them on the membership committee to recruit colleagues of who they represent. Erickson will convene a teleconference of these representatives, looking at what the history says, what possibilities are out there, and what the future may hold.

Board Member Reports

Historian: Linda Kustka No report.

Newsletter: René Mehlberg

- a) 3 per year - **March**, November, July

b) Article deadline: February 15, article assignments/suggestions will be emailed soon.

Administration Support: Jennifer Lord No report.

Administration Representative: Yvonne Horton No report.

Past President: Dianne Weber No report.

President: Christine Kniep

- a) ESPconnection highlights (National ESP newsletter)
 - i) Message is being sent to all members
 - ii) Challenges of getting through list-servs per state to receive the message.
 - iii) Monthly updates on the website
 - iv) Deadlines are coming up that committee chairs need to be aware of
 - v) Highlighted Leadership Tips of Santa Claus
- b) 2010 WI-JCEP Conference
 - i) Kniep & Roback are on the committee representing ESP.
 - ii) Similar schedule from the past
 - iii) Thursday will look different. Conference will end in the morning with academic departments and academic staff meetings taking place.
 - iv) ESP sponsored break - special aside room where the annual meeting will be to help meet the social need of the membership. It will be a place for retirees to gather and other ESP members. Cost will be taken out of board operations. All board members are encouraged to attend. Kniep, Roback, and Felts-Podoll will oversee this gathering time.

President-elect: Paul Roback

- a) National Meeting
 - i) Shared updates from the national meeting.
 - ii) Membership has decreased nationally and they are looking to target life members/retirees.
 - iii) Get new members on committees to engage them right.
 - iv) Roback will be attending the 2010 JCEP Regional Conference on behalf of ESP.
- b) Website up-dates
 - i) Working with Mary Lucas on updating the website and keeping it current.
- c) Memorial List
 - i) Recent announcements of Lee Milligan and Pat Rchyter's deaths.

Unfinished/On-going Business

Bylaw revisions

Kniep reported that she is working with Weber & Erickson on possible revisions to the Nominations Committee and the Representatives Role - retirees, state, county.

Committees

Talked about the preferred size and representation. Included the committee listing on the 2010/2011 membership form. Committees are still encouraged to make sure lists are up to date.

Membership - "goals" for 2009-2010 discussed during the membership report.

New Business

PILD Representative - 1 delegate needed ASAP and two people have expressed interest Ann Keim & Shelley Tidemann. Kniep will work with both to have one selected. Other delegate is Patti Herman from Columbia County.

Recommendations from Grants Committee - Patrick Nehring

Nehring emailed prior the proposed "ESP Grants Committee Policy & Procedure Guidelines" and highlighted main points. Motion by Nehring to accept the Grants Committee Policy & Procedure Guidelines; motion carried.

JCEP Activities

- a) Olympics; reported by Reedy that it is being planned again this year.
- b) Raffle
 - i) Silent auction is being planned
 - ii) District baskets are being looked at by the Resource Committee.
- c) ESP Business Meeting suggested to be Short & sweet☺

UW-Extension 100th Year Celebration - 2012 - Pamela Seelman (tentative) No report.

Up-coming Meetings

- d) 2009-2010 Meeting: will be in early March; Kniep will email possible dates
- e) JCEP - April 6-8, 2010, Green Bay; ESP annual meeting on April 7th

Kniep adjourned meeting at 10:37a.m.

Minutes recorded by Rene` Mehlberg, acting secretary