



EPSILON SIGMA PHI- ALPHA SIGMA WISCONSIN CHAPTER

Board of Directors Meeting - WisLine

June 4, 2010

10 - Noon

Meeting was called to order by President, Paul Roback, at 10:00 a.m.

Roll Call: Please respond to roll call identifying: Your UWEX position; Years working in Extension and why you maintain membership in ESP.

On-line: Chris Kniep, Paul Roback, Jeanie Baum, Shelley Tidemann, Patrick Nehring, Ken Schroeder, Joan Lefebvre, Sue Buck, Fade Fulleylove-Krause, Peg Reedy, Jenny Wehmeier, Ann Keim, Edie Felts-Podoll

Excused: Dan Wilson, Yvonne Horton, Renee Mehlberg, Matt Hanson

Absent: Dwayne Rohweder, Linda Kustka,

Review and Adopt Agenda: Moved by Faden Fulleylove-Krause/ Sue Buck. Motion carried.

Moved by Jeanne Baum/ Chris Kniep to accept the March 26, 2010 Meeting Minutes with correction of a spelling error; motion carried.

Treasurer's Report: Jeannie Baum emailed the Financial Report and discussed the following items: Dues taken in so far are \$1,300.00. Most dues are collected in January and February. The audit will be done by Dave Running and Gary Korb on June 8th. Jeannie Baum noted that she filled out the 990N postcard. It was returned as our organization doesn't have a letter of non-profit status on file. Discussion on the lack of 501c3 status followed. Patrick Nehring asked if we had incorporation status and paying incorporation dues. Patrick found there is incorporation status, but for Wisconsin Epsilon Sigma Phi Foundation, which is different than ESP. It was noted that this incorporation was connected with the original endowment funds and Marv Beatty and/or Tom Parslow would be individuals to contact for further information on this matter. Jeanne Baum suggested a subcommittee be set up to work on the 501c3 status to look at if we would fall under the National ESP 501c3 status and/or how do we set up incorporation to obtain the non-profit status. Patrick Nehring volunteered to help and Jeanne Baum will contact Mike Wildeck as well. Treasurer's report will be placed on file for audit.

Standing Committee Reports: NOTE: "former" committee name is listed in parenthesis. **Please report on status of committee, membership (are you looking for additional members?) and plans for 2010-2011.**

Awards (Member Services): Matt Hanson- reported by Paul

No news from national regarding the status of the candidates that were submitted for regional and national awards. An updated report for the upcoming ESP newsletter will be submitted next week. Paul encouraged questions for Awards be forwarded to Matt.

Benefits Review (Legislative): Dwayne Rohweder No Report

Grants (Professional Development): Patrick Nehring

All committee members are continuing on and no new members at this time. The committee has not met since JCEP. Applications for the next grant round are due August 1st.

Global Relations: Jenny Wehmeier and Faden Fulleylove-Krause

Committee had a teleconference with the UWEX International committee 2 weeks ago. Discussed what was happening with each committee. A Decision to co-sponsor a session at the State UWEX October meeting on what is available internationally, as well as grants that are available was done. Reviewed the National ESP plan of work for International, to give our committee guidance on how to proceed. Committee will be doing updates on individuals who have had international experience and sharing this via the ESP newsletter.

Membership (Membership, Recruitment and Retention): Edie Felts Podoll

Purpose of the committee is to communicate membership timelines and promote the importance of ESP membership. The Membership Committee is fully staffed with representatives from all program areas and districts. Edie has agreed to stay on as Membership chair following her retirement July 3rd.

The Chair receives names of retirees from the Dean's office. Retirees are contacted and offered lifetime membership opportunities. Four retirees joined as ESP Lifetime Members in 2009-10, using the February 1st deadline.

A report was filed May 1st with the National ESP office. National is interested in membership status in the following areas:

- New Annual
- Renewing Annual
- Life Members

The report compares last year membership numbers to the new year. February 1st date is the deadline for interpreting membership. Wisconsin earned 70 on the 100 possible points.

Wisconsin provided five names of individuals who had not renewed membership for three years to National ESP. National will be surveying "non-renewals" to glean information about membership trends.

Discussion Topics for future board agenda's:

- Annual renewal billing for membership via email
- Posting of membership list to an internal or public site

Nominations: Chris Kniep

Nothing to report on Nominations. Will be waiting to see what transpires with the strategic planning process and the impact that may have on board make up.

Resource Development and Management: Peg Reedy

ESP made \$935.00 from the silent auction and Extension Olympics at JCEP, this money will go towards the grants that are given out. This committee awarded approximately \$17,500 in grants awarded at JCEP Conference and the recipients are posted on the ESP website. Letter was sent out to those who make donations to ESP. Peg will be checking with the UW Foundation regarding the response to the letter.

Retirees Committee: Committee on hiatus until completion of strategic plan
No report at this time.

Board Member Reports

Historian: Linda Kustka

No report from Linda, but Paul asked if anyone has any interest in viewing archived materials in Madison in August. Paul tabled the idea until we have the August Agenda set.

Newsletter: René Mehlberg - reported by Paul

3 per year -**July**, November, March Article deadline: June 15, article assignments/suggestions have been emailed.

Administration Support: Alexa Loustalet - interim

Paul noted that someone has been hired in this office, but the details have not been released yet. Paul also noted that Mary Lucas has been working with ESP Website and her time has now been changed. Due to the change in Mary's hours, Paul's office has been given permission to put updates on the website. Patrick Nehring noted that grant recipients reports will be mailed to Paul now. Paul will also check with Alexa on how secretary minutes will be posted in this transition.

Administration Representative: Yvonne Horton No report.

Retiree Representation: Dan Wilson & Faden Fulleylove-Krause no report

State Representation: Ann Keim & Sue Buck no report

Past President: Chris Kniep

All reports were sent in by the deadline for National this year. Great to hear the International Committee is up and running again. Due to scheduling the 2011 WI JCEP group has not met yet. The planning meeting is July 8th in Marathon County. 2011 WI JCEP conference is in Stevens Point. Chris will be either chairing the conference. Paul thanked Chris for her continued leadership to JCEP.

President: Paul Roback

National ESP: The next National ESP 2nd Vice President will be elected from the North Central Region during the 2010 National ESP Conference in Jackson, WY. Four year commitment.

Application due July 1, 2010. Paul encouraged interested to apply.

June 1—Announcement of National Recognition and Scholarship Recipients has not been made yet.

ESP Communiqué and newsletters should be checked.

Achievement in Membership & Chapter of Merit Applications completed- Thanks were extended to Jeanne, Edie, Chris!

Calendar of ESP Activities sent to all. Paul created a spreadsheet with all the Key dates for everyone. Paul encouraged all the review the spreadsheet as new information can be added.

President-elect: Joan LeFebvre

The passing of Bud Jordahl was shared with the group. Paul noted the Memorial List is one of the roles of this office. Paul will assist Joan with names when he is aware. Chris Kniep also noted that Joanne Gruber-Hagen has been helpful in sharing of this information as well.

Unfinished/On-going Business

Strategic Planning- Paul Roback

Paul noted that the original Strategic Plan was found. The information is no longer relevant anymore, so a fresh process is needed. Paul discussed the National Strategic Plan and the need to tie into their alignment of planning with our planning process. Stakeholder analysis will be critical there are many to involve. One question the planning committee has for the board is how accepting will the board be to the outcomes and does the board want some parameters set up?

Overview of design team recommendations and funding were discussed. The process should be an in-depth process and results to be shared at the 2011 annual meeting.

Discussion on parameters and process were held. Kniep reviewed the reason for having a Strategic Planning process for the organization, as there were questions on board responsibilities/roles, board size/membership size that precipitated where we are now. Our organization needs to look at our relevancy now and in the future. Joan Lefebvre added the importance of involving the X and Y generations in this process for their perspective on our organization's future relevancy.

Discussion on hiring an outside facilitator & travel expenses on a 2 day facilitated process, this would require budget to cover costs. One suggestion was to tie into other opportunities for a joint meeting. Critical is the need for an outside facilitator, non-ESP member, but Extension knowledge. The committee brainstormed possible names of facilitators. Also looked at a nominal fee for the facilitator as it would be outside of one's job expectations. Clarification on who is considered an outside facilitator and need to keep conflict of interest in mind when pursuing this was discussed. Suggested there may be benefit to looking outside of Extension and not a potential member of ESP to alleviate any bias. Could we get someone from Colleges to help provide facilitation?

Paul will take back to the strategic planning committee the suggestion of looking to a facilitator outside of Extension.

Discussion on who would be involved with the strategic plan. Design team and the group involved with the process would proceed with different stakeholders. There would be points along the way for the board to provide feedback, but the board would not be doing the strategic planning process itself.

Discussion of timeline. Timeline is ambitious, but not impossible to do.

Discussion of budget for the process. When a budget should be established for the costs associated with this process? Sue Buck suggested the planning committee submit a proposal to the board to view before board approval of the funds to do the process.

PILD Representatives - Patti Herman & Shelly Tidemann

Reported on her experiences at the PILD conference and she submitted an article to the ESP Newsletter. Shelley thanked ESP for the opportunity to attend.

New Business

ESP Picnic- August 17, 2010, Lakeview Park Shelter on Allen Blvd in Middleton. Our board meeting will be at the Pyle Center that same day. We will go to the picnic following the board meeting. Schedule is as follows: 2:30 Social Time; 4:00 Program; 5:00 Dinner. Paul encouraged all board members to attend this event! Additional details will be coming out regarding the picnic, be watching the newsletter.

2010 National ESP Meeting Delegates _ Paul

Paul noted that our chapter usually sends 2 delegates to this meeting. Promotional materials are available for this meeting. Kniep noted that officers have attended in the past and there are funds available to help the voting delegates with their expenses. It was noted, Jenny Wehmeier will be attending as well as Paul at this point. Joan LeFebvre expressed interest in attending. Chris Kniep moved Edie Felts-Podoll seconded, Paul Roback and Joan LeFebvre represent our ESP chapter as voting members at the National ESP Meeting. Motion carried. The National office needs notification of who will be the voting delegates for Wisconsin.

UW-Extension 100th Year Celebration - 2012 - Pamela Seelman - Reported on by Paul

Paul Roback noted there is no report and it is anticipated ESP will be involved as the event get's closer.

Up-coming Meetings

Board Meetings

Paul reported the next board meeting is August 17, 2010. It will be a face to face meeting in the ESP Room at the Pyle Center. The time decided upon is to meet at 10:00 am to look at the archives and the board meeting will start at Noon and go till 3:00 pm.

November 2010 is the next meeting following the picnic. Paul will send out a doodle to schedule National ESP Meeting - October 12-15, 2010 Jackson, Wyoming

Roback adjourned meeting at 11:35 a.m.; thanking everyone in attendance.

Contact: Paul Roback, President, paul.roback@ces.uwex.edu

Minutes recorded by Michelle D. Tidemann, Secretary