



**EPSILON SIGMA PHI- ALPHA SIGMA WISCONSIN CHAPTER**

**Board of Directors Meeting – WisLine**

**November 14, 2011**

**1:30 -3:30 p.m.**

**Minutes**

Meeting was called to order by President, Joan LeFebvre at 1:30p.m.

**Roll Call:**

Present: Joan LeFebvre, Peggy Compton, Paul Roback, René Mehlberg, Jeanne Baum, Sue Buck, Ann Keim, Mary Mennes, Patrick Nehring, Cara Carper, Linda Kustka, Joan Wimme, Edie Felts-Podoll, Peg Reedy

Excused: Faden Fulleylove-Krause, Yvonne Horton

Absent: Dwayne Rohweder, Mahlon Peterson

Review and Adopt Agenda: Any additional or reordered items. Motion by Mennes/Keim to adopt the agenda as printed. Motion carried.

Motion by Carper/Nehring to accept the August 16, 2011 meeting minutes as printed. Motion carried.

**Treasurer’s Report:** Jeanne Baum

Baum highlighted the transactions from the last meeting with the budget to date and checks disbursed reports. Baum mentioned that the 2011 ESP picnic cost was much less than in 2010. Mennes reported that the contract with the caterer, Queen Anne’s Catering, Inc. was 25% less than in 2010 due to the service at the 2010 picnic. The treasurer’s report will be placed on file.

**Standing Committee Reports:**

**Awards:** Joan Wimme

Work is about to start with the award process. The call for nominations was in the November ESP newsletter. An email to members will go out next week. She also shared that the committee plans to recruit at district meetings, etc. to encourage people to apply. The committee plans on developing a score sheet to have consistency in reviewing applications and to give feedback to the applicants. January 27, 2012 is the application deadline.

LeFebvre commented that there weren’t any National awards from Wisconsin in 2011. Wimme will work to make sure that applications for nationals get forwarded within the timeframe.

**Benefits Review:** Dwayne Rohweder/Kathy Eisenmann

Not present. LeFebvre reported that Eisenmann will wait in the background until Rohweder is ready to step down. Mennes reported on a conversation she had with Rohweder about him wanting to step down. LeFebvre will follow-up with him for clarification.

**Grants:** Mahlon Peterson

Not present. Nehring, board liaison, reported. The committee awarded \$5,550 to the 5 applicants that applied at the August grant review. Grants were awarded to Cara Carper, Jill Hicks, Marie Stafford, Karen Vermillion, and Tom Wojciechowski. Complete details are in the November 2011 ESP Newsletter.

Nehring also shared that there haven't been many applications for the Algren named grant that focuses on work in agriculture and natural resources such as farm succession, modernizing family farms, or protecting the environment. Reedy will follow-up with the ag professionals to encourage applications for this grant opportunity.

The next grant applications are due February 1, 2012.

**Global Relations:** Open**Membership:** Edie Felts-Podoll

Felts-Podoll encourages our board members to renew your membership as soon as possible. The membership drive has begun and continues through January 12, 2012. Two articles were in the November ESP newsletter, which Felts-Podoll highlighted.

LeFebvre asked Roback, as Past President, what additional emails he put together for last year's membership drive. He shared that he put together an ESP accomplishment report to the all coop list. This led to a broader conversation of coordination of ESP email blasts between membership and award promotion. Roback has the current ESP membership email list to send to Wimme and to the Dean's Office for all to access.

**Nominations:** Paul Roback

Roback reported that there was a newsletter article highlighting the open positions of President-Elect, Treasurer, Director – State, Director – Retiree, Director – County. Additionally, there are some committee chairs that will be open including Nominations, Membership, Resource Development and Management, and Retiree.

**Resource Development and Management:** Peg Reedy

Reedy shared that gifts received as of October 31 was \$3,665.00 (this includes JCEP, retirement honoraria, and payroll deductions). She also shared the ESP Endowment Account: Book Value: \$372,538.12 and its Market Value: \$382,515.23. The estimated Annual Income from both ESP and Ahlgren Accounts: \$19,810.00. Reedy also reported that there will be a silent auction at JCEP to benefit ESP.

**Retiree:** Paul Roback

The core function currently is to update the retirees on what's happening from Dean Rick Klemme on Cooperative Extension and Chancellor Ray Cross on UW-Extension.

**Board Member Reports:****August Picnic:** Mary Mennes

There were about 100 people attending. Retirees were really pleased to see many of the current staff in attendance. Financially it was a successful event. There were very positive comments on the meal.

**ESP National Conference:** Joan LeFebvre, Peggy Compton, Cara Carper

LeFebvre shared that there were two Achievement in Chapter Membership Awards received. LeFebvre asked what happens with the National Award Chapter certificates. Certificates will be forwarded to Kustka as the Historian who will first ask the archivist if this is something to keep. The question arose of what to do if the archivist says not to keep them. It was suggested to ask about decorating the ESP room or near the ESP tree at the Pyle Center. Kustka will look into this and will report back at the next wisline. Felts-Podoll will write the article for the newsletter about the membership awards.

LeFebvre shared that the election for National Officers will be done at the annual conference a year ahead of time. She also attended sessions with Centennial Information that was forwarded to Kustka.

Compton thanked ESP for financial support for the conference and shared her highlights.

Carper also thanked ESP for the grant that allowed her to attend the conference. She highlighted the many traditions that happen at the conference.

**Newsletter:** René Mehlberg

Mehlberg reminded people that there are 3 newsletters per year: March, July, November. The March newsletter deadline is February 15.

**NCURA (National College and University Research Administrators) fund raising meeting:** Ann

Keim/Jeanne Baum

Baum shared the information she had. There wasn't a clear role for ESP different from UW-Extension. Thought there may be a possible connection with IRS 990 reporting.

**ESP Centennial Planning for JCEP**

Cara Carper reported that a Humanities Grant Proposal was submitted for just over \$1,800 to collect UWEX professional stories by Jerry Apps and for Guess the Gadget Night both to take place at JCEP. She will hear back by the end of November.

Kustka asked "What is plan B if the grant doesn't get accepted to ensure that the activities would still continue?" The following was discussed:

- Possible National ESP grant application: Is there a way to adapt the current information for the National ESP grant application? LeFebvre will check into this
- Roback receptive to JCEP helping to fund if needed. The next JCEP board meeting is in January.
- ESP grant proposal: There would be some logistics to work through to make this happen

Kustka reported on the Jerry Apps story writing training she attended that could be possibly replicated for JCEP. She also shared that for the session at JCEP it would be best to have a maximum of 30 participants from a mix of program areas. There may need to be a system to ensure representation from program areas and then release them if certain areas don't fill. The time needed is about 6 hours. Brief discussion was had about doing it as a pre-conference or having it be a track for attendees to sign-up for. No decision was made.

**Historian:** Linda Kustka

November 18 Centennial History Committee is meeting at the Archives in Madison. They will be looking at the annuals at Steenbock Library from 9:30a.m.-Noon.

**Administration Representative:** Yvonne Horton

No report.

**Retiree Representation:** Faden Fulleylove-Krause & Mary Mennes

Mennes shared that she told the Madison group that she'll be attending the Madison group more often. She will be working on their membership and will share JCEP plans with them.

**State Representation:** Ann Keim & Sue Buck

Buck spoke about when asked to be on the board to serve as a placeholder until the strategic plan was done and Keim agreed. Roback addressed the strategic plan question. Bylaws currently state that there needs to have diverse representation. Roback also shared the historical piece of where some of the issues/concerns about the role and function of issues and perhaps how it has evolved throughout time – by having the agenda items with them to speak.

LeFebvre shared that she will welcome thoughts, input, etc. from all board members throughout the agenda. Agenda will be modified for future.

**Past President:** Paul Roback

2012 WI JCEP Conference Planning is working on finalizing the agenda. The JCEP conference planning committee is meeting Thursday, November 17.

Roback as JCEP chair coordinates the PILD delegates and announced that Nehring and Mehlberg will be representing ESP. He also shared that Buck will be coordinating the 2012 PILD delegation.

**Memorials:** President-elect, Peggy Compton

Compton shared the following names of those who passed since the August 2011 board meeting: Rodney Littlefield, Hubert William Hafs, Signe Sorlie, Charles "Chuck" Nikolai, Lois Klusmeyer, Marjorie "Margi" (Nuttelman) Hagel, and LaVerne G. Draves.

**Unfinished/On-going Business**

**Strategic Planning-Implementation: Strengthening Policies and Procedures:** Joan LeFebvre and Committee Chairs

LeFebvre has received reports from most Committee Chairs. Current status of reports:

- Awards – on the way
- Benefits – will follow-up on
- Global Relations - ???
- Membership – will check in with Felts-Podoll
- Resource Management – will check in with Reedy

It was stated that there are some conflicts between committee operation and by-laws. LeFebvre suggests to update the by-laws to reflect the current practice.

**501c3 Status:** Paul Roback/Jeanne Baum

Baum spoke briefly about it, but there are no specifics known to date. Roback shared that ESP is interested in this to ensure tax deduction status for an ESP donation, for funds written out to ESP

directly. Questions were asked about meeting IRS requirements. Baum shared that ESP receives a 1099, but have not filed any taxes. Baum will follow-up with Malacara to start the discussion.

### **New Business**

JCEP delegate: LeFebvre will attend in place of Compton, who would usually serve as the delegate as President-Elect.

PILD delegates: Patrick Nehring and René Mehlberg have agreed to represent ESP at the PILD conference April 14-18, 2012.

### **Upcoming Meetings**

- National JCEP Leadership Conference – Feb 7-8, 2012, San Antonio, TX
- ESP WisLine Board Meeting –February 2012
- WI JCEP Conference—April 10-12, 2012
- PILD, Washington D.C.—April 14-18, 2012

Next wisline meeting will be February 14 from 1:00p.m.-3:00p.m.

### **Deadlines**

- January 31: Deadline for submitting chapter report to JCEP
- February 1: Deadline for mini-grant applications to National
- February 1: Postmark deadline for payment of 2012 dues to national (for determining voting delegates at national council meeting and eligibility for recognition awards/scholarships)
- March 1: Deadline for award and friends nominations
- March 15: Deadline for concurrent session proposals for 2012 conference

Reminder: Administration Support: Katie Councilor – (Wednesdays: 8-4; Thursdays: 11-3; Fridays: 8-4)  
[katie.councilor@ces.uwex.edu](mailto:katie.councilor@ces.uwex.edu)

LeFebvre adjourned the meeting at 3: 37p.m.