



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

Board of Directors Meeting  
Wisline  
February 28, 2014  
10:00 a.m. - 12:00 p.m.

**AGENDA**

1) Call to Order: Patrick Nehring, President

2) Roll Call: Aerica Bjurstrom, Secretary

Board members in attendance; Melanie Miller, Patrick Olson, Patrick Nehring, MaryAnn Schilling, Kay Buelke Schroeder, Mary Novak, Linda Kustka, Chris Kniep, Paul Roback, Barb Haynes, Peggy Compton, Marilyn Hermann, Tom Schmitz.

3) Review and Adopt Agenda: Any additional or reordered items

Mel wants to add budget to the treasure's report regarding the proposed budget.  
Patrick addition to topic of gavel and will add to the president's report.  
Compton motion/Robinson second, motion passed.

4) Review of November 22, 2013 meeting minutes  
Hermann motion/Schrader second, motion passed.

5) Treasurer's Report: Melanie Miller  
\$3,758.99 as of end of January since the February statement had not been received yet. Expenses since November were reimbursements for Patrick to the National meeting, Mary Novak for Galaxy, an invoice from Winnebago County for newsletter for \$121.54, paid annual filing fee, expenses for Linda Kustka for Galaxy display for \$114.72, deposits of \$9,345 for memberships. Total assets of the association right now are cash on hand \$3,758.99, CDs \$4,294.61, and savings account of \$2,005.23. Total assets of \$10,058.82

Motion to put the report on file on file Miller/Schrader second, motion passed.

Budget – we've done very well this year staying on budget. Mel proposes to keep the same budget as last year. Linda said there could probably be money allocated to the ESP room. Linda has a dollar amount in mind and will discuss it later in the agenda.

6) Standing Committee Reports:

- a) Awards: Rene Mehlberg. The Awards Committee has completed the majority of their work for 2014, selecting ESP award recipients for the All Association Awards Luncheon at JCEP. This year only one (1) award application was received by the state deadline. The deadline was extended for another week. No more applications were received. The number of applications has decreased over the past four (4) years. The committee will keep watch on this trend. There was some discussion on moving up the award deadline to December after success stories are completed. Another suggestion was to get it on the agenda at the spring regional meetings.
- b) Benefits Review: Dwayne Rohweder. The 2013 Preliminary Investment Return in the Core Fund was 13.5% giving an Projected Effective rate for employees' accounts of 11.1 to 11.5% and a Projected Annuity Return of 4.4% to 4.8%. The 2013 Investment return in the Variable Fund was 25% with an effective rate of 29 to 31% and a Projected Annuity of 23 to 25%. Those who stayed in the Variable Fund will do well. The Core Fund effective rate and annuity adjustment will be based on investment experience from 2009 to 2013. The effect of the 2008 stock market losses are no longer part of the calculations. The Core Fund has exceeded its investment earnings goal in four of the last five years. Retirees are receiving the 1.5% COLA in their Social Security and Federal Retirement accounts. He has not been able to obtain someone to work with me on this committee work. Dwayne is currently a committee of one and someone should be recruited to help with it.
- c) Grants: Chris Kniep/Pattie Carroll  
There are two cycles for grant submissions, one in February and one in August. Dollars come out of investments. There is 24,000 dollars in the professional development fund and \$6,700 in the Algren fund. There were nine applications for grants submitted. Review process gave out \$7,100 in grants. There will be enough money to give awards in the August cycle.
- d) Global Relations: MaryAnn Schilling met February 10. Major discussion was to continue to encourage retirees and employees to participate in international opportunities. Tricia Wagner will have a poster and Catharine Neiswender will have a video on international opportunities. Erin Peot will present on her recent trip to Nicaragua. Another international preparedness workshop is possible and the committee will approach the Dean's Office about it. Google hangout was created for committee. There was no chair elect selected at the meeting and MaryAnn will make some calls to fill the position.
- e) Membership: Kristi Cutts. Peggy Compton presented the report. The annual membership drive was conducted between October 1, 2013 and February 1, 2014. All Cooperative Extension employees were invited to join ESP or to renew their membership through a combination of emails, newsletter articles, and personal contacts. The retiree committee conducted outreach to Cooperative Extension retirees in an effort to secure more annual (retired) and life members.

Membership Summary as of February 27, 2014

2011	2012	2013	2014	
14	9	16	23	New Members
124	112	106	110	Employed Annual Members
4	3	3	4	Annual Retired Members
158	156	154	149	Life Members/three new
300	280	279	286	Total Membership

2014 New Employed Members to Date (23)

2014 New Retired Life Members to Date (3)

f) Nominations: The Nominations Committee included Patrick Nehring, Mary Novak, Mark Hagedorn, Dick Pederson, Karen Joos and Peggy Compton. The committee identified the following slate of candidates for consideration at the March 13, 2014 annual meeting.

- President Elect – Karen Vermillion
- Treasurer – Melanie Miller
- Retiree Director – Randy Knapp
- State Director – Cheryl Skjolaas
- County Director – Connie Abert

If you are interested in serving on the ESP Nominations Committee, please contact Patrick Nehring at [Patrick.nehring@ces.uwex.edu](mailto:Patrick.nehring@ces.uwex.edu).

g) Retiree: Paul Roback. The committee hasn't officially met since September. Paul communicates with retirees almost weekly. He is working to recruit retirees to become life members. Now is the time of year that Paul works with membership and the treasurer to make sure the mailing list is up to date.

h) Resource Development: Peggy Compton/Patrick Nehring. The committee hasn't been active this year much, mostly due to membership on committee being very low. Had a few people interested, but it didn't happen. Beth Johnson and Christ Stark (did not renew membership for 14). Beth is active and wants to stay on the committee if new members can be found. Cara Carper, Peggy and Beth will work on fund raising. The two events at JCEP will be silent auction and raffle this year. They are looking at some other possibilities for JCEP, maybe not for 14, but maybe for the future. More members are needed on the committee. Another outreach effort will go to members to donate to the fund and contribute to the Giving Tree.

7) Board Member Reports:

a) Historian: Linda Kustka. Linda and Renee will go through old awards go to Steenbock Archives to find information on the history of ESP. The ESP room was discussed. Continued work has been going on and has an ideas are forming. The committee is beginning to get estimates on cost of the design. Parts of the ESP Creed will be put on the wall around the room and the ESP Key on the door. They would also like to have the entire creed on a plaque placed in the room. They will also paint the room in the "natural" theme, such as greens and blues. An oak chair rail will also go around the entire room. Fundraising for remodeling the room is possible; the cost of the room will be about \$8,000. Linda will report more at the annual meeting.

It was suggested ESP minutes and other correspondence be archived in the Pyle Center Library or online. There are several years of ESP archives missing and storing a backup of information in one place would be ideal. Linda will check in with Dennis Larson to investigate what would be the best route to save archives. She will look into saving archives in two places so there's always a backup available.

- b) Newsletter: Joan Wimpe Newsletter articles by March 17. Annual reports in newsletter. Need annual reports by the first week in March so they can be prepared for JCEP.
- c) Administration Representative: Yvonne Horton no report.
- d) Retiree Representation: Kay Buelke Schroeder & Marilyn Herman – no report
- e) County Representation: Barb Haynes & Mike Koles – no report
- f) State Representation: Patrick Robinson & Tom Schmitz – no report
- g) Past President: Peggy Compton
  - i) National ESP Membership Committee – The committee has been meeting every other month via conference call. They’ve been working on an extensive plan of work. Peggy volunteered to put together a webinar on membership and it was held in January. Approximately 30 participants from across the country were on the call, including some from Wisconsin. The webinar addressed mostly how to pay dues, read files from national, reporting back, etc. State chapter should try to increase membership by 5% every year.
- h) President: Patrick Nehring –running out of gavels. Mel suggested having some people looking into getting new gavels or some other kind of keep sake. The responsibility will be with the awards committee to look into this topic. They should come to the next meeting with a proposal.
- i) President-elect: Mary Novak
  - i) Memorial list – Notice that retired member Ed Ausderau from Trempeleau County passed away. A complete memorial list should be compiled for the All Associations Banquet at JCEP which will be read aloud at that time. Mary should connect with JoAnne Gruberhagen because she is the one who maintains the list of people who have passed away.
- j) Wisconsin JCEP
  - i) Wisconsin JCEP Conference: Patrick Nehring. LaCrosse Radisson. Silent auction and poster session in main area of the conference. Conference starts at 10 Am on March 12. ESP meeting will be at 11 AM on March 13 followed by all associations luncheon at 12:30.
  - ii) Promotions and Marketing: Peggy Compton. Giving out JCEP Team Award which was missed in 2013. There will also be a JCEP display with freebees and door prize to give away. There is a new brochure for JCEP describing all five member organizations.
  - iii) Issues and Concerns: Mary Novak. No report.
- k) JCEP Leadership Conference: Patrick Nehring and Mary Novak attended as delegates from Wisconsin. Keynote speaker “The Power of Understanding”. Patti Hermann presented. Emphasis on membership. Membership across the country has increased this past year. Other ideas were to survey why people have left ESP, send out a thank you letter to members on their hire date anniversary, a cracker-barrel for new colleagues, handwritten invitations to join, mentoring program from people from a different program area, and a drawing for free membership.

The National JCEP Board has decided not to hold the Galaxy Conference in 2018. The most recent conference didn’t work well for associations and traditions, so the board will re-evaluate the conference.

- 8) Unfinished/On-going Business
  - a) ESP Room at the Pyle Center: Linda Kustka
  - b) History of Extension/Smith-Lever Act 100<sup>th</sup> Anniversary. Peggy Compton said they planned to get something in at the regional meetings. Peggy made contacts with leadership, but nothing really materialized from those conversations because of tight timelines already planned at those meetings. Articles in the newsletter was suggested. Patrick will check into finding pre-written

articles on <http://extension100years.net/> which is a site specifically for the Smith-Lever Act. It was also suggested the articles also be put on the WI ESP website.

9) New Business

- a) Contribution to National ESP Development Fund: Patrick Nehring. Wisconsin ESP gave \$10 to the fund in the name of Patrick as president-elect. Motion made for \$25 to be given in the name of the president elect. Schroeder/Hermann, motion passed. Melanie will add it as a line item in the budget.
- b) Dues and Life Time Membership: Peggy Compton. Over the years, the board has discussed lifetime membership fee. A lifetime membership is \$400, \$200 stays in Wisconsin and \$200 goes to national. Lifetime membership dues can be broken into two years. Maybe there is a way to make a lifetime membership cheaper as based on how many years a retiree has been a member. Another possibility would be to reduce membership to \$200 and pass all of it to National and not keep anything in Wisconsin.
- c) Award Nominations: Rene Mehlberg. One nomination, the committee will continue to monitor award applications.
- d) Silent Auction Items for JCEP awards. Motion made for a year's membership to be auctioned at the silent auction at JCEP. Schilling/Miller, motion passed. New member or renewal 2015 certificate to mail in with membership.

10) Upcoming Meetings

- a) Board Meetings
  - i) March 13, 2014 (annual meeting)
- b) Wisconsin's JCEP Conference – March 12-13, 2014, La Crosse, WI
- c) PILD – April 6-9, 2014, Alexandria, VA
  - i) Delegates: Barb Haynes and Mary Ann Schilling
- d) National ESP Meeting – October 6-9, 2014, Indianapolis, IN - Mary Novak and Karen Vermillion (president-elect)

11) Deadlines

- a) April 1, Deadline for Electronic Submissions of Nominations for National Committees
- b) May 1: Electronic submission for Chapter of Merit and Achievement in Chapter Membership

12) Adjourn

Motion to adjourn Hermann/Compton

Adjourned at 12:17 PM

- 13) Contact: Patrick Nehring, President, [patrick.nehring@ces.uwex.edu](mailto:patrick.nehring@ces.uwex.edu)