

ESP Zeta Monthly Officer's Conference Call – Friday, February 19, 2016

8:00-9:00 a.m.

Call-In # 970-491-2601

Minutes

1. Call to order at 8:04, attending were Jacki Paone, Karen Massey, Martha Sullins, Luann Boyer, Christy Fitzpatrick, Mark Platten
2. Approval of minutes from Jan. 15, 2016 monthly call. Minutes approved as submitted (motion by Christy, second by Martha).
3. Agenda review included adding member survey and discussing when Mark joins the meeting
4. Old Business:
 - a. Annual Meeting at Forum – Follow-up items
 - i. Photos from Robert – used a few in the newsletter; but website still needs to be done. The ESP Zeta newsletter is not distributed to life members, and this has always been a glitch. We can hard mail to them or have Luann email it to those lifetime members whose emails she has.
 - ii. Plaque for Don Kaufman – Rusty has this plaque for Don's family and it still needs to be delivered to them. We do have his sister's address, and we could have Adam mail it. Everyone felt that we need to understand the intent of the plaque (i.e., "Recognition for his service..."), and include a note along with it. Martha will find out intent of plaque, update mailing address and figure out how to get the plaque to his family.
 - b. Professional Development Funds - \$750 - for ESP
 - i. Luncheon speaker for Forum: We will use results from the survey that Mark will send out to determine who to approach as a lunchtime speaker, and any other adjustments we might want to make to the ESP meeting during Forum. With \$750 we have adequate funds to recruit a good speaker.
 - c. ESP Annual Chapter Report has been completed and submitted.
 - d. Incorporation & Tax Requirements – Luann reported that our EIN number is the national one; not our own chapter EIN number, and pg 112 of in the national bylaws indicates that each chapter is encouraged to obtain its own number, and we would have to seek it (no cost to obtain number and \$10 per year to keep non-profit filing current). Luann said she could check with national ESP about it, as well as whether we need to become a non-profit. Karen said that she has no paperwork indicating what EIN the bank is using.
 - e. February 10-11, JCEP Leadership Conference – Mark reported it was well-attended in Las Vegas, with themes on workforce, advocacy development, multi-generational work in Extension. Mark indicates this is a good professional development opportunity.
 - f. Newsletter was sent out on Friday, Feb. 12, and perhaps the next newsletter edition could include the member survey. No suggestions for next issue were offered.
5. Officer Reports:
 - a. President – Jacki
 - b. Past President – Mark, nothing to report.
 - c. President Elect – Christy, attending PILD this year.

- d. Treasurer – Karen reported that we have paid our national membership and all dues are up to date.
- e. Secretary – Martha, nothing to report.
- f. EC Secretary – Luann, nothing to report

6. Committee Reports

- a. Membership Recruitment and Retention - Mark
 - i. Dues & member list submitted at this time, however, we have one member who has paid for membership for 2016 and is now no longer with Extension (Solicia Lopez). In Solicia's case, her membership will be removed from the roster. Retiring members are also removed from the roster. However, if an ESP member does not renew but stays with Extension, they are kept on the books for five years in case they decide to rejoin.
 - ii. Kyle Christensen would like to join for 2016 and thought he had but in fact only paid for lunch. This calls into question how long into the new year we should bring on members, since at some point, we need to close the account. It is noted that, since he didn't get membership in by Feb 1, he will NOT be able to receive national recognition for 2016 (at our National meeting in October which is actually for work in 2015) or grants/scholarships during 2016. However, if he paid now, he would be eligible for our scholarships (Zeta) this year and would be eligible for Zeta recognition for 2016 and for the national 2017 recognition for his 2016 work. In order for new members to be eligible for national awards, they need to be signed up by Feb 1. In order to be eligible for state chapter awards new members need to be signed up by August 31 of the same year. We to clarify the benefits associated with signing up later in the year, but otherwise we should accept a new member at this time. In Kyle's case, if he signs up now, Mark will enter him in the national database.
- b. Global Relations – Mark (no discussion this month)
- c. Public Issues – Christy (no discussion this month)
- d. Professional Development – Robert (no discussion this month)
- e. Scholarships, Grants and Recognition – Sheila (no discussion this month)
- f. Bylaws – Mark (no discussion this month)
- g. Nominating – Mark (no discussion this month)
- h. Resource Development and Management – Karen (no discussion this month)

7. New Business

- a. Retiree Lunch – Luann reported that Dennis Lamm and Dennis Schaeffer wanted to continue the annual retiree lunch, but it appears to have been supported by Don Kaufman. ESP had agreed to collect registrations last year and make arrangements in Windsor for the annual event. There was an overage and it went to a 4H scholarship fund (\$320). Luann is still willing to help the event. Karen suggested that this event meets our goal of connecting better with the retirees. Christy moved that we support the retiree barbecue to the level we have in the past and Karen seconded it. Lastly, small expenses for the event were covered out of the attendee fees, so there was no expense to ESP.
- b. Christy suggested that since PILD registration has a December 1 deadline and is relatively early for an April conference, perhaps we should make the announcement at Forum and follow up so that the vice president has enough lead time to be able to register. This year's conference is April 10-13, 2016 at the Hyatt Regency, Crystal City, VA (with March 10, as the last day for early bird registration).

8. Next call – Friday March 18 at 8 am, same number.

9. Adjourned at 9:00 am.