Minutes

1. Call to order at 8:05 am: Jacki Paone, Karen Massey, Luann Boyer, Christy Fitzpatrick, Martha Sullins.

2. Approval of minutes from Feb. 19, 2016 monthly call. Luann made some slight modification to the minutes, they were then approved.

3. Agenda:
   a. Retiree BBQ: we voted to continue supporting the BBQ as we have expressed this intention to Dennis Lamm. However, the invitation to the BBQ goes out to everyone who is a retired employee so they are not all ESP members, so we are supporting a group that is not focused on or strongly attached to ESP. Dennis would like to donate excess funds from the event to the state 4H Foundation (last year the excess funds went to Larimer County 4H Foundation in memory of Don Kaufman). For 2016 we are committed to supporting it, but we don’t see any benefit to managing it going forward, since it entails a cost to ESP and its executive committee, with no apparent financial benefit to the organization. 12 ESP members attended last year, out of the 40 total. We could consider charging an administrative fee to cover the ESP resources used to support the BBQ (either a percentage of the total gross from the meal charge, versus split of the fee). Total deposited was about $1500 last year. We decided to discuss the benefits of the “partnership” with Dennis in person, as opposed to having the conversation over email, and deciding whether we should continue, as it appears the financial benefit to ESP may total about $150, for example. We will use this discussion to determine how and whether we might continue to support it.
   b. Member Survey – The last survey was administered two years ago. The version Mark drafted appears to be a little long, perhaps we could shorten it and have fewer required questions. We would ask Mark to make a few changes. For example, #7, have more canned responses and fewer open-ended questions. Our target date was the next newsletter, pending modifications.
   c. Professional Development Funds - $750 - for ESP, and we could use some of this for a speaker. Do we want information or inspiration from a luncheon speaker? We could add this as a survey question to get additional guidance from the membership on what they would value.
   d. Incorporation & Tax Requirements: Luann will verify the EIN number with the national office. She is wondering if there is a 2015 interest statement, but Karen has not yet received it. Otherwise, no updates.
   e. Newsletter: We have a few topics to send out to the membership (we could add information about the BBQ when it becomes available). Jacki would like to send out the next edition by March 25. Right now the newsletters go out every two months, but we could consider a quarterly newsletter. If we moved to quarterly, the only consideration is that we might miss events. Jacki did sent an update with some deadlines in between newsletters to circumvent this issue.

4. Officer Reports:
a. President – Jacki, nothing additional to report  
b. Past President – Mark, NA  
c. President Elect – Christy, wonders if new staff orientation includes information about ESP, she will check to make sure.  
d. Treasurer – Karen, there were 2 outstanding memberships that have now been received. We received $500 from national to attend professional development meetings. Mark Platten received $800 total to attend JCEP, as past president. Christy is attending PILD, and will receive $300 from ESP.  
e. Secretary – Martha, sent thank you note to Pat Kendall for donating condo to ESP silent auction. Do we still want to get Don Kaufman’s plaque to his family, given that it’s not a formal plaque? We decided to send Don’s sister’s address to Rusty in Denver (since he has the plaque) and ask him to send it to her, on our behalf.  
f. EC Secretary – Luann, needs current membership list that includes retirees for BBQ invitations.  

5. Committee Reports-nothing new to report  
a. Membership Recruitment and Retention - Mark  
b. Global Relations – Mark  
c. Public Issues – Christy  
d. Professional Development – Robert  
e. Scholarships, Grants and Recognition – Sheila  
f. Bylaws - Mark  
g. Nominating – Mark (noted that we need to recruit officers ahead of the membership meeting at Forum so we are not rushed to fill positions)  
h. Resource Development and Management - Karen  

6. New Business, not further addressed but acknowledged:  
a. Award nominations, scholarships, grants  
   i. December 1, Electronic Submission Deadline for PILD Scholarships, Professional Development Grants and Angus Professional Development Scholarship Applications to National Office  
b. April 10-13, 2016, PILD Conference, Hyatt Regency, Crystal City, VA (March 10, Last day for early bird registration) – Christy is attending  
c. October 24-27, ESP National Conference, Cape May, NJ (July 31, Early Bird Registration) – Jacki is attending  

7. Next call – Friday April 15, same number.  

8. Meeting adjourned at 8:57am.