ESP Zeta Monthly Officer’s Conference Call – Monday, December 10, 2018
8:30-9:30 a.m.  970-491-2612

MINUTES

Individuals attending: Judy Barth, Dennis Kaan, Luann Boyer, Christy Fitzpatrick, Gus Westerman and Alison O’Connor

1. Called to order by President Barth at 8:32am
2. Approval of November 19, 2018 Minutes: motioned by Ms. Fitzpatrick; seconded by Mr. Kaan. Motion carries.
3. Treasurer’s Report-including update on Bank account
   a. Bank account update: Mr. Westerman spoke to Community Bank of Colorado and they are willing to do a signature card remotely and the entire account can be transferred; there are locations throughout the Front Range (one being located in Greeley)
      i. There are multiple options for small business checking accounts
   b. Starting balance: $15,214.43 (includes deposits from silent auction)
   c. Membership dues check from CSU (Laura Barrera) has not been issued; President Barth will follow up with Ms. Barrera
4. Report from Executive Director
   a. The latest membership list was sent to the Zeta Officers on December 9, 2018
   b. The 2019 Officer list needs to be updated on the national ESP website; President Barth will try to make the necessary updates
   c. There are several people who have not paid dues—Ms. Fitzpatrick will contact these individuals and update the Zeta Officers as she hears back
5. Agenda Item Review
6. Old Business:
   a. 2019 National Meeting Update
      i. National Conference is looking into doing unique activities during the auction and other events
   b. Committee Sign-ups – update on Chairs
      i. Susan Carter is willing to serve as co-chair of the Scholarships, Grants and Recognition Committee; President Barth will contact Deryn Davidson to see if she is willing to serve as Ms. Carter’s co-chair
      ii. Jacki Paone and Carla Ferrand will serve as co-chairs of the Bylaws committee
      iii. Gisele Jefferson has agreed to chair the Professional Development committee
   c. December Newsletter
      i. President Barth - Request for additional committee members for Professional Development, Nominating and Resource Development and Management committees, service project update (Rusty Collins), ESP National information, president’s article
      ii. Ms. Fitzpatrick - article encouraging people to renew their membership and that they can still join; she will also write about Todos Santos
      iii. Ms. Boyer article on the retiree celebration in June 2019 and life membership
      iv. Mr. Platten - article about the 2019 National Conference and planning to date
      v. Ms. O’Connor – JCEP 2019
7. New Business
   a. None

8. Committee Planning
   a. Membership Recruitment and Retention
      i. No report.
   b. Global Relations
      i. Abi Saeed will co-chair with Christy Fitzpatrick
   c. Public Issues
      i. No report.
   d. Professional Development
      i. PILD application was submitted.
   e. Scholarships, Grants and Recognition
      i. No report.
   f. Bylaws
      i. Ms. Paone has the information from the November 2018 discussion and will
         begin work on clarifying Officer start date and specific budgeting for Officers to
         attend national meetings
   g. Nominating
      i. No report.
   h. Resource Development and Management
      i. Discussion of online vs live auction at annual Forum.

9. **Next meeting: January 14, 8:30am; call-in number 970-491-2612**

10. Meeting adjourned at 9:22am.