MINUTES
ESP Zeta Monthly Officer’s Conference Call – Monday, March 12, 2018
8:30-9:30 a.m.
Call-In # 970-491-2608

AGENDA

1. Call to order (at 8:35am)– Sheila Kelley, Mark Platten, Christy Fitzpatrick, Dennis Kaan, Luann Boyer, Judy Barth, Alison O’Connor

2. Approval of January 8, 2018 Minutes
   No corrections. Minutes approved unanimously.

3. Treasurer Report – Dennis
   - As of February 8, 2018: $15,121.31
   - Expense check was written to help cover Ms. Fitzpatrick’s travel expenses to JCEP, and our Zeta chapter received $500 from National ESP to help cover these travel funds.
   - We are waiting on one individual (Mr. Ken Grimes) to pay state dues for 2018
     o Ms. Boyer will follow-up on individuals who may have paid dues to the National ESP (Ms. Stokes and Ms. Crouse) and see if they need to pay state dues
   - Other withdrawals in the future may include expenses for PILD (April) and those attending the National ESP Meeting in Manhattan, KS (March 1-4, 2018)

4. Report from Executive Director – Luann
   - Question from Ms. Kelley about life membership: The cost of life membership is $200; National dues are $40; Ms. Kelley could pay the remaining $160 in 2018 or wait until dues are due next year
   - State and National dues are likely to increase in 2019; dues have not increased since 2008; this will likely go to vote at the National Meeting in Kansas in October
   - There are a couple of individuals who have not renewed from 2017: JoAnn Powell and Edie McSherry; these individuals will be contacted and encouraged to pay 2018 membership dues ($80)
     o Edie McSherry has chosen not to renew her membership with ESP in 2018
   - Ms. Boyer has approximately 30 people on her list who may or may not be life members and need to be cross-checked with the National database
     o Mark will ask National ESP to see if they have a plan on how to identify and document members

5. Agenda Item Review
   No additional items.

6. Old Business:
   a. ESP National Conference 2019 (Mark Platten)
      i. Theme (Rusty Collins is developing) by May 15
      ii. ESP Pin (Jane Crayton is designing) by May 15
iii. Speakers need to be outlined and identified by May 15; opening keynote, closing keynote and mid-conference keynote
   
   1. Consideration of asking Olympic athletes

iv. There are scholarships available for the 2018 National Meeting in Kansas—it would be great if our Zeta Chapter could offer the same to encourage our local members to attend in 2019; could the budget support this at an expense of $2500-$5000? The National Conference does tend to generate profit.
   
   1. Ms. Kelley will put this proposal on the April agenda to discuss and the Board can make the decision to move forward or not; the final decision will need to be voted upon by the membership at the annual meeting

b. JCEP: Ms. Fitzpatrick attended and found it to be very worthwhile and she is willing to write up a summary for the next newsletter edition. A couple of highlights:
   
   i. Balancing innovation and tradition
   
   ii. How are we moving Extension forward to meet the needs of our communities?

c. Life member Milan Rewerts: He is now officially a life member and he has been added to all of the necessary lists to receive information and updates

d. Retiree/Life Member BBQ: Meeting March 13, 2018 at Pelican Lakes in Windsor to finalize the food menu and planning
   
   i. Could ESP help underwrite a small amount to help support this event so the retirees do not have to pay the full amount? Or could there be an alternate location considered to reduce the cost savings.
   
   ii. Both copies and postage can impact the budget—are there ways to reduce these costs?
      
      1. CSU Administration could cover the expense of copies and printing labels for the postcards in 2018

e. Chapter report for Zeta: Ms. Fitzpatrick has submitted our annual chapter report.

7. New Business

a. Newsletter: Ms. Kelley and Ms. Fitzpatrick will work together; the newsletter will be sent out by April 1.
   
   i. Those submitting articles can submit them via Word (send to Ms. Kelley)

b. Call schedule for 2018: Meetings are the second Monday of the month at 8:30am; call-in number for all meetings is 970-491-2608
   
   i. April 9
   
   ii. May 14
   
   iii. June 11
   
   iv. July 9
   
   v. August 13
   
   vi. September 10
   
   vii. October 8
   
   viii. November 12
   
   ix. December 10

c. Chapter of Merit submission for 2018 (due by May 1)
   
   i. CO Zeta was a Gold Chapter of Merit for 2017
   
   ii. Ms. Kelley will work with Ms. Fitzpatrick and Ms. Barth on submitting this document by the deadline
d. PILD in Arlington, VA (April 8-11, 2018): Benzel Jimmerson will be attending this meeting with support from CSU Extension, Zeta Chapter funds and national ESP funds; Ms. Barth is also attending (with no monetary expenses from Zeta)
i. In general, communications could be improved upon from members attending national meetings and if expenses will be supported from the Chapter.
e. Don Kaufmann’s binder of information: Ms. Barth has been given Mr. Kaufmann’s binder of historical records and she is willing to combine her records with Mr. Kaufmann’s records. They would then be given to the CSU Archives for permanent holding.
i. Ms. Barth will write an article that will be sent out in the April membership newsletter to request any documentation/historical information they may have that can be included in this compilation. An email follow-up could also be done in the future.

8. Committee Reports
   a. Membership Recruitment and Retention –Christy
      i. Emails were sent out to those non-renewing
      ii. At this point, it’s unlikely those people will renew at this point in the year and they can be contacted for next year
   b. Global Relations – Christy and Mark
      i. No report.
   c. Public Issues – Judy
      i. No report.
   d. Professional Development – Robert
      i. No report.
   e. Scholarships, Grants and Recognition – Susan Carter
      i. Susan has taken over this with support from Ms. Kelley.
      ii. Susan has submitted the 2017 awards to the National Committee.
   f. Bylaws – Christy
      i. No report.
   g. Nominating – Christy
      i. No report.
   h. Resource Development and Management – Dennis
      i. No report.


10. Adjourn at 9:39am.

Respectfully submitted by Alison S. O’Connor, 3/12/18