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

MINUTES

1. Call to order and attending: Dennis Kaan, Sheila Kelley, Christy Fitzpatrick, Judy Barth, Mark Platten, Luann Boyer, Alison O’Connor
   a. Meeting called to order at 8:32 by President Sheila Kelley
2. Approval of July Minutes
   a. Ms. Barth made the motion; seconded by Ms. Fitzpatrick—motion carries
3. Treasurer Report – Dennis Kaan
   a. Current balance (June 12): $15,650.38
4. Report from Executive Director – Luann Boyer
   a. ESP website and dues; Ms. Boyer is no longer an administrator and cannot do any updates
   b. ESP Forum
      i. Ms. Boyer is willing to purchase the frames, certificate holders for award winners
      1. There will be limited time at the awards luncheon (11:30am-1:30pm) and awards will likely be presented during the meal
      ii. ESP Forum luncheon is Wednesday, October 24; cost $25
         1. Ms. Barth discussed the forum lunch, which will be less expensive than 2017
            a. Soup/sandwich or soup/salad options
            b. Life members and guests don’t pay the luncheon fee
5. Agenda Item Review
6. Old Business:
   a. Community Service project report – Sheila Kelley
      i. No update
   b. Newsletter – Sheila Kelley
      i. All articles must be sent to Ms. Kelley by Friday, September 14
      ii. Ms. Boyer will write up a short article that will include inviting guests to the ESP luncheon at Forum, annual dues, 2019 conference in Colorado Springs
   c. Webpage update – Sheila Kelley
      i. Updates are in progress
   d. 2019 conference – Mark Platten
      i. Push to invite local Colorado members to the 2019 Colorado Spring conference
         1. To encourage participation, allocate $5000 of current budget to support membership. Discussion focused on whether Zeta would want to do that—perhaps to provide scholarships for conference attendees from Zeta chapter. Perhaps $250/Zeta member off the registration (estimated to be $450). Kansas is devoting $10,000 to support scholarships of their members—hoping to get 70 members to attend.
Mr. Kaan will work with Mr. Platten to adjust the budget to accommodate support for Zeta members to attend the 2019 National Conference. Mr. Platten is working with Mark Rose on campus to produce a marketing video that should be done this week. Mr. Platten thanked everyone for input on the logo. It has been approved by the National Board. The committee is working on the auction. Discussion took place on a large auction item for the 2018 Conference to be redeemed at the 2019 Conference. Mr. Platten is working on something from the hotel, local attractions, and a restaurant. He will also check with Bill Nobles about his condo in Pagosa Springs for 2019.

7. New Business
   a. 2019 auction item(s). We will be using the on-line auction at this year’s Forum for our fund raiser as practice for the 2019 Conference auction. Would be good to have something in that newsletter, but perhaps an individual push might generate more donations and interest. Ms. Boyer will add the information for the life members.

8. Committee Reports
   a. Membership Recruitment and Retention – Christy Fitzpatrick
      i. Push to contact new members
   b. Global Relations – Roshan Nayak-no report
   c. Public Issues – Judy Barth-no report
   d. Professional Development – no report
   e. Scholarships, Grants and Recognition – Susan Carter has been in touch with Ms.Kelley. An update will be sent out soon.
   f. Bylaws – Jacki Paone-Ms. Fitzpatrick will check with Ms. Paone to find out if any updates are planned for this year
   g. Nominating – Christy Fitzpatrick-Ms. Fitzpatrick reminded everyone of the need to think about nominees for President Elect and Treasurer.
   h. Resource Development and Management – Dennis Kaan-no report

9. Next meeting: October 8, 8:30am; call-in number 970-491-1251

10. Adjourn. The meeting adjourned at approximately 9:40am.