ESP Zeta Monthly Officer’s Conference Call – Monday, August 12, 2019
8:30-9:30 a.m.
970-491-2612

MINUTES

Attending: Judy Barth, Christy Fitzpatrick, Dennis Kaan, Mark Platten, Gus Westerman, Luann Boyer, Deryn Davidson, Susan Carter, Jacki Paone, and Alison O’Connor

1. Call to Order at 8:31am by President Barth
2. Approval of June 10, 2019 Minutes. Minutes were moved for approval by Mr. Westerman; motion was seconded. All members voted aye; motion carries.
3. Treasurer’s Report (Mr. Westerman)
   a. Expenses since June 2019
      i. $1275.80: venue for retiree BBQ
   b. Expenses for July 2019
      i. No activity
   c. New member update
      i. Michael Lucero will join at Forum for 2020
   d. Balance from July 31, 2019
      i. $16,910.34
   e. Scholarships/stipends/travel
      i. Motion by Ms. Fitzpatrick to support payment for member stipends and officer support from ESP account to pay National; seconded. All members voted aye; motion carries.
      ii. 25 @ $300 ea. = $7,500
         1. $6000 goes against budget line for stipends
         2. $500 for officer travel
         3. $1000 for scholarship
   f. Mr. Kaan attempted to close the Key Bank account and was told that he had to do it in person; Ms. Boyer also has the authorization. Between the two of them, one will close the account in the coming months.
4. Report from Executive Director (Ms. Boyer)
   a. Retiree BBQ was successful
   b. Zeta Chapter covered $29.04 for retiree BBQ expenses (budgeted $150)
5. Agenda Item Review
6. Unfinished Business:
   a. 2019 National Meeting Update (Mark Platten)
      i. Working on AV logistics—two screens for main ballroom
      ii. Some tours are almost full (Pikes Peak); the walking brewery tour will likely be canceled due to low attendance
      iii. 131 registered to date; August 31 is the early bird deadline
      iv. Online auction will be worked on this week—goal is to make $1500-$2000 if possible
      v. 431 hotel nights have been booked—indicating that people will be attending the full conference and perhaps additional days for personal time
vi. Funding is still needed from state organizations ($250-500); Mr. Platten will seek
out additional sponsorships/support

vii. Confirmed sponsorships: CoBank ($1500) and Premier and Southern Farm Credit
($250/each) for a total of $2000—these will be sent to ESP National
   1. Mr. Kaan and Rusty Collins will reach out to the Farm Bureau for
      sponsorship support

viii. Colorado will need to provide a State Basket for the live auction. Ms. O’Connor
      volunteers to provide some items from the Farmers’ Market, Ms Fitzpatrick will
      provide either honey or wine from her area of the state, and Mr. Kaan
      volunteered to provide spices. Ms. Barth volunteered to provide the basket and
      put it together if everyone one brings things to the National Meeting.

b. Update on requests for support to attend 2019 National ESP Conference-Gisele
   i. Michael Lucero—he will plan to join in 2020
   ii. Vanessa Tranel—has declined to take a stipend

c. Newsletter
   i. July edition was emailed out the week of August 5; it has been posted to the
      website

7. New Business
   a. Sheila Kelly’s stipend from 2018: Ms. Kelly applied for a scholarship from Zeta and
      National to attend the National meeting in Kansas in 2018. She attended and
      participated in most of the conference. Ms. Kelly was ultimately not given any
      scholarship support due to miscommunication.
         i. Ms. O’Connor made a motion to reimburse $200 to Ms. Kelly for the 2018
            National ESP Conference; motion was seconded. All members voted aye; motion
            carries.
         ii. Ms. Boyer will follow up with Ms. Kelly and ask her to provide an invoice to Mr.
             Westerman.

   b. Forum 2019 – agenda, etc. (division of responsibilities)
      i. Review 2018 agenda and provide your updates and summaries to President
         Barth
         1. Ms. O’Connor will send out 2018 agenda and minutes as a reference to
            the committee chairs
      ii. Need two hours for lunch and meeting
      iii. It was suggested that Mr. Platten could give a wrap-up of the 2019 National
           Meeting. Ms Barth will follow up with him to assure he is willing to present.

   c. Suggested nominations for 2019—send to Ms. Fitzpatrick; she is also looking for
      assistance with this committee
      i. Secretary nominations
      ii. President-elect nominations

   d. Operational Guidelines—all committee and board members are to review operational
      guidelines by the September 2019 meeting; any suggestions or changes should be sent
      to Ms. Paone to incorporate.

   e. Next newsletter: Late September or early October. President Barth will request articles
      in the next few weeks.

8. Committee Reports
   a. Membership Recruitment and Retention (Ms. Fitzpatrick)
i. No report.
b. Global Relations (Ms. Fitzpatrick and Abi Saeed)
i. They will be creating an auction basket on behalf of Global Relations and will be asking for donations at the national level
c. Public Issues (Mr. Kaan)
i. No report
d. Professional Development (Ms. Jefferson)
i. No report.
e. Scholarships, Grants and Recognition (Ms. Carter and Ms. Davidson)
i. Applications approved for stipends for Ms. O’Connor, Ms. Fitzpatrick, and President Barth; another for Barb Fahey.
ii. Mr. Kaan has accepted a position with National ESP on the scholarship and nomination committee
f. Bylaws (Ms. Ferrand and Ms. Paone)
i. When do officers actually take office? A sentence was added that officers will begin their term immediately following the annual meeting.
ii. Associate memberships: To add this category of members, retired individuals were moved to “active” members. Associates would be individuals invited to join ESP by a member—they would not be able to hold office or vote, but can serve on a committee. Associate members are partners or collaborators with Extension that do not hold an Extension appointment.
   1. Associate members will only be an active member of the Zeta Chapter; not national ESP.
   2. Fees would be limited to just local chapter dues.
iii. Motion from Mr. Westerman to present the proposed bylaw changes to the general membership for approval at the 2019 annual meeting; motion was seconded. All members voted aye; motion carries.
g. Nominating (Ms. Fitzpatrick)
i. No report.
h. Resource Development and Management (Mr. Westerman)
i. There will not be a silent auction at the annual meeting because of the National Meeting and silent auction.
ii. A percentage of the unused funds from the National Meeting will be sent to the Zeta Chapter.

9. Upcoming meetings: September 9 & October 7, 8:30am; call-in number for both dates is 970-491-2612

10. Meeting adjourned at 9:39am.