

ESP Zeta Monthly Officer's Conference Call – Monday January 9, 2017

8:30-9:30 a.m.

Call-In # 970-491-1253

MINUTES

1. Called to order at 8:35. Attending were: Christy, Karen, Jacki, Martha, Luann and Sheila.
2. Discussion of Minutes from Annual Meeting
3. Treasurer's Report – Christy's question to the executive committee: should we have a regular Treasurer's report? Either monthly or quarterly would be appropriate to address fiscal issues. In addition, we will remove the committee reports as this information is discussed during the call.
4. Nothing new was added to the agenda.
5. Old Business:
 - a. Treasurer's report:
 1. Final treasurer's report from 2016 (Karen): brief discussion of the check received from Forum and the fiscal year into which it should be received. Dues to national ESP need to be submitted by February 1, 2017. Dues that have been collected for 2017 membership will be deposited in 2017 fiscal year budget (some of this funding will cover meals and expenses for incurred in 2016). Karen also received an invoice for \$50 for Bob Ohlensehlen's dinner at the award banquet. The budget passed during the annual meeting, and is reflected in the report Karen submitted (now entitled approved).
 2. Vanguard account was closed due to SEC regulations. We need to highlight that on the budget.
 3. Lori Bates and Jana Smilanich-Rose expressed interest in ESP membership, and they have both received an invoice for their 2017 dues, initiated by Jacki who also asked that they be sent to Dennis. We do need to have a designated officer in charge of membership recruitment and maintenance.
 4. Karen is going to send all the treasurer's files to Dennis as he is taking over as treasurer.
 - b. Feedback on Annual Meeting: For next meeting, we may want to forgo the speaker and dedicate more time to planning the national meeting. Also, we need to explore additional fundraising in place of the silent auction.
 - c. Update on Incorporation & Tax Requirements; IRS Status has been revoked as we lost our nonprofit due to not filing ePostcards or 990. Luann is waiting to hear from the IRS about our chapter being reinstated with nonprofit status. It also appears that we have 2 separate EIN numbers.
 - d. Other
6. New Business
 - a. Retiree BBQ survey – Luann has not yet sent out a survey of life members and last year's attendees about planning future years' BBQs.

- b. Update on National ESP Conference Bid- Mark has 7-8 people on the webinar to begin planning. One major concern was the distance from the airport to the site, based on this last year's conference. This might eliminate Steamboat Springs. Ruth Willson and Laurel Kubin subsequently decided that Fort Collins was also too far from the airport. Denver, Colorado Springs and Pueblo (cheapest but 2.0+ hours from DIA) are still being considered. Next meeting on national conference bid is beginning of February to re-evaluate proposals for each potential site. We will need some information from National on cost of meals, etc. The end result will be one site to propose to National.
- c. Newsletter – schedule – every other month, quarterly. Jacki said that several members appreciated the communication through newsletters. If we go to quarterly newsletters, need to think about the content and timing so that we can keep posted on scholarships, national conference bid, therefore, it might be best to go bi-monthly starting in February (near the end).
- d. Membership review – based on membership list, we don't have very good engagement on committees. Spurring engagement is typically the role of the incoming president who manages this. Sheila did some committee recruitment following the annual meeting. It may be that ESP members are uncertain about what committees are actually responsible for. It may be helpful to have better descriptions of what each committee does so members are more willing to join.
- e. Goals/Projects for this year:
 - i. Ongoing fund raising – what are the opportunities for generating funding? One thought is to have professional development seminars that are free to ESP members and at cost to non-ESP members.
 - ii. Some kind of activity to engage all the members during the year-is there a virtual community service project? It could involve raising money for a good cause (food banks, back to school backpacks). Committee will reflect over the next month and bring some ideas to the next meeting.
 - iii. Other

7. Officer Reports: none presented

8. Committee Reports : none presented

- a. Membership Recruitment and Retention –
- b. Global Relations – Mark
- c. Public Issues – Sheila
- d. Professional Development – Robert
- e. Scholarships, Grants and Recognition – Sheila
- f. Bylaws – Jacki
- g. Nominating – Mark
- h. Resource Development and Management - Karen

9. Next call – **Monday Feb 13, 2017 8:30 am, same number.**

10. Call adjourned at 9:32 am.

Needed Items for the Silent and Live Auctions at the National Conference

The ESP Silent and Live Auctions will be held Tuesday evening, October 25, during the 2016 National Conference in Cape May, New Jersey. Members are encouraged to bring an item for the auction. The auction is important to our Development Fund and ESP recognition/scholarship efforts.

Silent Auction. These items are suggested to be valued at least \$30. The item or service can be a craft, a collectible, a lesson or outing, or something purchased or something old. Other ideas include jams, jewelry, beverages, books, foods and handmade items. Use your imagination – something unique to your culture, community or hobby.

Live Auction. These items are suggested to be higher value and may include state chapter baskets, vacation getaway rentals, handcrafted items, wine or wine tours, fun items, sporting event tickets, unique state products, celebrity autographed items and more. Be creative. The main thing is to participate, bring an item and bid for other items.

Items should be carried to the Registration Area on Monday, October 24, where Auction folks will receive them. Complete a Consignment Form in advance to mail with your auction item or onsite with donor name (individual/chapter), address for receipt, and phone; write a description of the item and give an estimated value. Add your local hotel room and phone number in case of questions.

Items can be shipped in advance to: ESP Auction, Jeannette Rea Keywood, 1636 Delaware Avenue, Cape May, New Jersey 08204. Please ship to arrive by October 19. Include full donor name (individual/chapter), address for receipt, phone number, and description of item and its estimated value.

Questions before you travel? – Contact David S. Ross at dsross@umd.edu.