ESP Zeta Monthly Officer’s Conference Call – Monday, January 13, 2020
8:30-9:30 a.m.  970-491-2608

Attending the Call: Dennis, Luann, Alison, Gisele, Gus, Deryn, Judy,

1. Call to Order at 8:35 a.m. by Dennis Kaan
2. Approval December minutes - Gus moved to approve the December minutes, Judy seconded, motion carried.
3. Treasurer’s Report – Gus gave the report: Checking account balance on 12/31/2019 = $12,379.97. Then he reported the income of a few more dues payments and expense of postage reimbursement to Judy since our last meeting; with a current account balance of $19,800.56. Gisele moved to accept the Treasurer report, Alison seconded; motion carried.

4. Report from Executive Director – Luann had a brief report of a couple items: __________________; and she plans to offer the ESP History articles to the National ESP office/board for their use in the national newsletter or website.

5. Agenda Item Review - There were no additions to the agenda.

6. Unfinished Business:
   a. National Dues Payment – Gus is preparing to send payment to national. Gisele reported Christine Crouse is wanting to renew her ESP membership; and wants Gus to email her an invoice for her dues. One other delinquent member is Mary Ellen Fleming. Gisele volunteered to call her and report back to Gus. Gus will include payment for these two members when he sends in the dues to national. Two other members we have not heard from are: CJ Mucklow and Ashley Stokes.

   b. Web site updates – Judy worked with Ruth Willson to update all the links and reports posted on the Zeta Chapter website.

   c. Member enrollment - Eventbrite or use ESP National online membership – Dennis led a brief discussion of the two options. There were several questions about the logistics of Eventbrite. Luann asked Dennis to send out information concerning the options and fees for Eventbrite to the board for consideration; and this item will be put on the February agenda.

   d. Update to Operational Guidelines – to include the Committee Chairs as voting members of the Zeta Board. After discussion, Judy committed to write a referral to the Bylaws Committee for first making a change in the Bylaws for our Annual meeting. Then, the Operational Guidelines can be amended to reflect this change.

   e. National Conference Review – Financial Statements from National office – Dennis and Mark Platten put a summary in the January Zeta Chapter newsletter. Dennis will talk with the national office about whether they will be posting the full conference report, or if they mind if we post it to share with our chapter members.

7. New Business
   a. Bylaw and Operational Guidelines changes – committee chairs become members of Executive Committee (See item in Unfinished Business)
b. Committee Calendars – Dennis again asked the current committee chairs to draft a calendar of committee activities/actions and deadlines with the idea we will post them to our Zeta chapter website to better inform our members. Please have drafts to Dennis by April 10, 2020 for the Board review at the April meeting.

c. Annual Chapter Report – Dennis will draft the report with Judy’s help for the 2019 year. It is due to national in March.

d. Joint Board Report – Dennis reported on the December meeting with Ashley Stokes and Blake Naughton in December. Changes are coming – slow at first – then fast! There are plans to increase the number of regions and lighten the load on the existing Regional Directors. There are changes coming to the state office to both operations and programs. Blake intends to re-engage the Extension specialists. Ashley is continuing to move the CSU Faculty status forward. We’re using Digital Measures for reporting in 2020; and DAC and PLT are revising the Plans to Invest document to be tied with performance appraisal. It should be releases soon. For national reporting to USDA, we’ll be using the Effort Report sent out be Jana to report the FTE’s in programming to each PRU or programming areas.

e. National meetings – attendees: Dennis is going to JCEP, Alison will be attending PILD, Gisele and Christy are going to the ESP Extension Study Tour of Philippines in March. Dennis announced the Calls for Proposals for the 2020 National ESP Conference in NY are out with a deadline of March 13th (?) .

8. Committee Reports
   a. Membership Recruitment and Retention - Judy reported our current membership is now at 54 members. She will be checking the recent years and report the membership trends at our next meeting.
   b. Global Relations-Christy Fitzpatrick & Abi Saeed – no report
   c. Public Issues-Alison O’Connor – no report
   d. Professional Development-Gisele Jefferson – will get caught up on the upcoming ESP webinar plans and forward them on to our members.
   e. Scholarships, Grants and Recognition- Deryn Davidson – will be moving our state award winners forward to the national level, with the deadline coming up soon. She’ll be in contact with our winners to see if they want/need to make any edits or updates to their award applications.
   f. Bylaws-Carla Farrand – no report
   g. Nominating-Judy Barth – no report
   h. Resource Development and Management-Gus Westerman – will pull together a report on forum meeting and 2019 national conference as to the financials and get that ready for next meeting.

9. Upcoming meetings: February 10, 8:30am; call-in number 970-491-2608
   a. Note: ALL future meetings through 12/14/2020 will use 970-491-2608
   b. Next newsletters: April, June, September

10. Meeting adjourned at 9:35 a.m.