ESP Zeta Monthly Officer’s Conference Call
Minutes for Monday, July 12, 2021 at 8:30am MST

Board members present: Alison O’Connor, Dennis Kaan, Kurt Jones, Christy Fitzpatrick, Gisele Jefferson, Gus Westerman, Deryn Davisdon and Luann Boyer.

1. Call to Order – Alison O’Connor called the meeting to order at 8:33 a.m.

2. Approval of June 14, 2021 minutes – Gus Westerman moved to approve the June board minutes; Christy seconded, and motion carried.

3. Treasurer’s Report—Gus Westerman reported a current bank balance of $16,556.05 as of June 30, 2020 with no activity during the month of June.

4. Report from Executive Director—Luann Boyer reported that plans are moving forward with the Retiree Event on September 10th at Pelican Lakes in Windsor. We’ll need at least 30 people to register to hold the event in accordance with the budget. Luann is trying to reconstruct a complete mailing list for all retirees, especially those for which she does not have their current email address. She is also working on getting a Sales Tax Exemption status from the Colorado Secretary of State in hopes of saving around $70 in taxes on the retiree event alone.

5. Agenda Item Review – No additions or corrections to the agenda.

6. Unfinished/Old Business:
   a. ESP Newsletter will go out the week of July 12 – Alison is working on the newsletter this week and is just waiting on one article from Christy.
   b. Forum update (held on campus November 8-10, 2021) – None of the board members are on the Forum planning committee, if there is one. After much discussion, Alison committed to contact Wes Alford and the other Association presidents about the scheduling for professional association meetings/banquets during Forum.
   c. Register for the ESP National Conference October 25-28, 2021 in Savannah, Georgia by August 31!
      i. Who is attending from our chapter? – Alison, as chapter president, is attending and plans to draw on the chapter officer funds in the budget for her registration. Award winners, Susan Carter is going and Mark Platten (?) we don’t yet know. Retirees, Luann Boyer and Christy Fitzpatrick are registered; and Gisele Jefferson is considering it.
      ii. Early Bird regular: $475 by August 31st.
      iii. Life member: $275
      iv. Virtual registration: $100 – allows you to see the key note speakers, national awards, the business meeting, and possibly some of the workshops.
7. New Business
   a. No new business
8. Committee Reports
   a. Membership Recruitment and Retention—Dennis Kaan. The questions was raised as to how do we learn about new hires in Extension under the changes in statewide communications. Dennis may need to contact Wes Alford (Prof. Dev. & Mentors Prog.) or Lori Bates or her assistant, Kaylie to get a list of the new Extension hires for membership recruitment.
   b. Global Relations—Christy Fitzpatrick reported the committee met last week and she is working on an article for the newsletter. She will get it to Alison this week.
   c. Public Issues—Todd Hagenbuch – no report
   d. Professional Development—Kurt Jones reported that Susan Carter had recently submitted an application for Professional Development funds to attend the National ESP conference this fall. Kurt asked for the budgeted amount for PD funds; and Luann reported the budget has $1,400 earmarked for PD stipends.
   e. Scholarships, Grants and Recognition—Deryn Davidson raised the issue again about the confusing language and procedures in the Operational Guidelines and the “scholarship application” as to which committee deals with the scholarships, grants and professional development “scholarships/stipends.” After much discussion, Deryn volunteered to work with Carla on the wording in the Operational Guidelines and the budget to differentiate the two committees and reduce the confusion going forward.
   f. Bylaws—Carla Farrand
   g. Nominating—Dennis Kaan submitted an article for the newsletter.
   h. Resource Development and Management—Gus Westerman is waiting to see if the association will have time for an event at OEE Forum. If not, we’ll need to come up with an alternate fund-raiser, as we have not had one for 2 or 3 years.

Upcoming meeting is scheduled for August 9, 8:30am MST
https://zoom.us/j/99789210543?pwd=TDRmRExTOFJqNGl3bVY5RDYwcFRWUT09
Meeting ID: 997 8921 0543 | Phone: 1-253-215-8782 | Password: ESPZETA
If calling in, use passcode: 3544873

9. Meeting adjourned by Christy Fitzpatrick at 9:33 a.m.

Respectfully submitted:
Gisele Jefferson
Secretary