ESP Zeta Monthly Officer’s Conference Call
Agenda for Tuesday, September 14, 2021 @ 4:00pm MST

Board members present: Alison O’Connor, Kurt Jones, Dennis Kaan, Gisele Jefferson, Christy Fitzpatrick, Deryn Davidson, Luann Boyer and Carla Farrand.

1. Call to Order at 4:04 p.m. by Alison O’Connor

2. Approval of August 9, 2021 minutes – Christy Fitzpatrick had one correction for the minutes correct the spelling of the Global Relations webinar presenter for August – John Vreyens. Dennis Kaan moved to approve the minutes as amended; Christy seconded and motion carried.

3. Treasurer’s Report—Gus Westerman sent his report by email as follows:

   Current Balance as of 8/31/2021: $16,556.05
   Reflected in Statement: Deposits: $0.00
   Expenses: $0.00
   Current Balance using Accrual to Date: $16,056.05
   August Expenses not Reflected in Statement:
   $300.00 - ESP National Meeting President Stipend – Alison O’Conner
   $200.00 - ESP National Meeting Scholarship – Susan Carter
   August 2021 Bank Statement reconciled on 9/13/2021

4. Report from Executive Director—Luann Boyer
   a. Retiree Social set for September 10, 2021 was cancelled due to insufficient registrations. We were about 10 people short of being able to cover the costs of the event. Luann contacted those who had registered about shredding their checks as opposed to mailing them back. Several people donated their registration fees to the Zeta Chapter to help cover the costs of planning and mailing invitations. Luann will be depositing $175 donations. Then she will prepare an invoice (estimated under $100) for reimbursement of paper, envelopes and postage of the invitations mailed out in mid-summer.
   b. National ESP has a Membership Retention Committee, which Luann is serving. They are working on ways to maintain connections with members, retirees and life members. She will keep us informed of their actions.

5. Agenda Item Review -- Alison asked to add two items of New Business to the agenda. Carla Farrand moved to approve the agenda as amended; Dennis seconded the motion. Motion carried.

6. Unfinished/Old Business:
   a. 2021 Annual Meeting – Alison noted the OEE Forum plans are allowing for the ESP Zeta Chapter to hold the annual meeting on Monday, November 8, 10am-noon at the Lory Student Center (to be confirmed) for a Brunch buffet. Dennis Kaan confirmed that our usual meal cost is around $25. Alison will work with the Lory catering staff to see what options we have in that price range. She also noted Zeta has several members attending the National ESP Conference in Savannah, Georgia in October. So, we will allow time for all to report on the conference highlights in lieu of a guest speaker for the brunch.
b. 2021 fundraiser – Gus Westerman stated in his email that he will be contacting Mark Platten later this month to help him setup for an online silent auction. More details will be presented at our October meeting.

c. 2022 membership recruitment – Dennis reported that all associations are on their own again in terms of membership dues collection. He will be setting up the EventBrite account for our brunch registration and membership dues collection. There will be four options: brunch, renewal membership, new membership and life membership.

d. ESP National Webinar update on CSU Grow & Give program—around 25 attended! Impacting Food Insecurity: Extension's 'Grow & Give' Modern Victory Garden Work, presented by: Katie Dunker, Amy Lentz, John Stolzle, and Amanda McQuade. The recorded webinar is available for viewing: https://www.youtube.com/watch?v=2ETTE6nzktk&list=PL7JQIxATurn4NKUcPlz9jzx9A72MJoOu &index=1

7. New Business

a. National Conference plans for Zeta members: The conference attendance was capped at 350 people for in-person participation. Alison noted the Zeta members registered include: Luann Boyer, Susan Carter, Tony Koski, Mark Platten and Alison O’Connor. Dennis stated he had registered recently, too. Colorado memorials to National ESP office -- Alison asked Luann to send in the names of our two members: Tom Doherty and Raleigh Brooks.

b. Member Awards and Recognition – Alison asked about the annual call for award nominations and applications. Deryn Davidson stated she had sent out an email a week ago with the award information to the adminbb listserv. None on the call reported having received the email.

8. Committee Reports

a. Membership Recruitment and Retention—Dennis Kaan will review previous membership lists and make some phone calls to encourage member retention. In October we need to discuss new member recruitment.

b. Global Relations—Christy Fitzpatrick reported the committee plans to meet next week and will be working on encouraging award applications for Global Relations for all working on international projects and also anyone working on project involving refugees.

c. Public Issues—Todd Hagenbuch – no report

d. Professional Development—Kurt Jones reported one new scholarship application from Mark Platten was approved for attendance at National ESP Conference. Dennis Kaan and Christy Fitzpatrick, both stated their intentions to apply for $200 scholarships for the same purpose.

e. Scholarships, Grants and Recognition—Deryn Davidson will push back the award application deadline and send out the award application/nomination information again using adminbb listserv and the ESP membership listserv.

f. Bylaws—Carla Farrand reported there are a few edits needed to clarify the Professional Development committee and the Scholarships, Grants and Recognition committee, as there is still some confusion. Deryn, Kurt and Alison met to work on clarifications. However, Luann noted that National ESP are also working on this same issue after they get the new managing firm in place. So, the consensus was to delay further edits until National ESP makes their changes.
g. Nominating—Dennis Kaan reported we need to get candidates for President Elect and Secretary prior to our annual meeting and election of officers.


Hearing no further business, Dennis Kaan moved to adjourn the meeting.
Meeting adjourned at 4:47 p.m.

Respectfully submitted:
Gisele Jefferson
Secretary

Upcoming meeting: October 11, 8:30am MST
https://zoom.us/j/99789210543?pwd=TDRmRExTOFJqNGI3bVY5RDYwcFRWUT09
Meeting ID: 997 8921 0543 | Phone: 1-253-215-8782 | Password: ESPZETA
If calling in, use passcode: 3544873