



ESP Zeta Monthly Officer’s Conference Call

Minutes for Monday, February 13th, 2023 @ 8:30 am MST

Board members present: Luann Boyer, Carla Farrand, Christy Fitzpatrick, Dennis Kaan, Amy Lentz, Alison O’Connor and Gus Westerman. (Absent - Deryn Davidson, Kurt Jones, Todd Hagenbuch)

1. Call to Order at 8:34 am by Alison O’Connor.
2. Approval of January 9, 2023 minutes
 - a. Gus Westerman moved to approve the minutes; Carla Farrand seconded the motion. No discussion. Motion carried.
3. Treasurer’s Report, Gus Westerman

Current Balance as of 1/31/2023: \$15,804.68
Reflected in Statement:

Deposits: \$285.00–

\$175.00 – Rebecca Hill Silent Auction Purchase

Expenses: \$200.00

\$200.00 – Joy Akey 2022 Scholarship

Current Balance Using Accrual to Date: \$18,924.19

Deposits not Reflected in Statement – \$3,119.51

\$85.00 – Todd Ballard 2023 New Member Dues
\$85.00 – Mary Ortiz-Castro 2023 New Member

Dues

\$2,949.51 – Eventbrite 2023 Membership Dues

Payout

Expenses not Reflected in Statement - \$00.00

January 2023 Bank Statement Rectified on 2/14/2023

* Please note that the difference of \$0.87 has been accounted for. Laurel Kubin cashed check #103 for \$256.87 on 7/21/2022 only \$256.00 was deducted from our account. The \$0.87 in question will remain in the ESP Zeta Account and has been accounted for in the check register. (Luann confirmed this information during the meeting.)

4. Report from Executive Secretary – Luann Boyer
 - a. Todd Ballard (Tri-River area agronomist) was on national roster, recently moved to west slope before joining ESP. His dues were received by Gus. Mary Ortiz (State Education Coordinator for Master Gardener program), has a check that we are currently waiting on. Gus has not contacted National ESP regarding Mary. Luann will contact them to check the status of these members. Per Alison, payment for Mary has been processed but is tied up with CSU.
 - b. Retiree Social – Spur might be a nice place to host in 2023. Luann looked into Spur and reported that it was a cumbersome process to find information. She has contacted Spur via email to Lindsay Shirley and Allie Eccleston they had a conversation about this option at the previous 2022 retiree social. Luann also inquired about transportation to and from the event. Awaiting reply. Dates at some locations are filling up fast for 2023. Dan Goldhammer will be the contact at Spur for future Extension communications - dan.goldhamer@colostate.edu. Various spaces to consider – classrooms, roof deck, etc.

5. Agenda Item Review
 - a. No additions.
 - b. Carla Farrand moved to approve the agenda as written; Christy Fitzpatrick seconded the motion. Motion carried.

6. Unfinished/Old Business:
 - a. Membership update – Final roster
 - i. Final roster and final list serv should match. Those that lapsed should be removed from the list. Luann will double check her list of members. The list serv through CSU should include Life Members (other than 3-4 people who do not have emails and Luann sends a hard copy). Luann will send Carla additional emails for the list serv from life members, including Todd Ballard and Mary Ortiz.
 - ii. Alison will send Todd and Mary new member information and we will induct them at the 2023 Annual ESP Zeta Meeting.
 - iii. New member certificates, per Luann – sent out from National ESP once they have everything in February, however, we will be taking care of these this year and Alison will print and send certificates. This will be an annual decision.
 - b. Bylaw update from January 9 meeting (Luann, Carla, Gus, and Alison)

- i. Carla and group helping to ensure our bylaws are up to date with National ESP. Public affairs is being changed at the national level. She will send the draft documents 60 days prior and a final version sent out 30 days prior to annual meeting. Operational guidelines will mirror that and a plan was discussed for bereavement with the budgeting and finance team.
- c. Mindfulness for Stress Resilience webinar (Alison)
 - i. Great webinar. 12 people attended live, it was recorded. Alison will include the recording link in the next newsletter.
- d. Website updates (Amy Lentz)
 - i. No updates yet, Amy asked for access but also sent them updates for minutes. Will double check to find out when updates will get posted.
- e. ESP National Conference proposals due February 15
 - i. Proposal being submitted from Katie Dunker et al. about online learning
 - ii. May have been extended to February 28 per Luann

7. New Business

- a. Canva webinar
 - i. Alison working with OEE to hopefully offer a webinar scheduled in March
 - ii. Future speaker topics for webinars (June or July)
- b. March/April newsletter (Quarter 2)
 - i. Aim for first part of April with a deadline of late March for submissions
 - ii. Luann can include something for retiree social
 - iii. Other ideas – article about JCEP, global relations article, etc.
 - iv. Other contributions – send to Alison by March 31st
- c. Donations for those Life Members
 - i. Donations to those who have passed. \$50 is what we've done in the past. Gus confirmed that our budget can handle it and in the past has been \$50-\$150 per year in this area.
 - 1. Christy moved that we do memorial contributions to ESP Life Members who have passed away during the 2022-2023 year as we have prior with a \$50 donation to non-profit and charity organizations as determined by the family. Gus seconded. No further discussion or descent. Motion carried.
 - 2. Luann will provide the information to Gus in regard to who to provide the donations to.

8. Committee Reports

- a. Membership Recruitment and Retention—Todd Hagenbuch
 - i. Good job this year, good enrollment numbers per Alison.
- b. Global Relations—Christy Fitzpatrick
 - i. Plan to meet tomorrow afternoon. Christy contacted National ESP and still unsure of how things are going to go on the national level. One new member. Someone from committee will write something for the newsletter.

- c. Public Issues— Carla Farrand
 - i. Committee needs members but may also be sunseting, will discuss at later meeting per Alison.
- d. Professional Development—Kurt Jones
 - i. No report.
- e. Scholarships, Grants and Recognition—Deryn Davidson
 - i. If chapter winners want to update their applications at the National ESP level, those are due March 1st per Alison.
- f. Bylaws—Carla Farrand
 - i. No report.
- g. Nominating—Todd Hagenbuch
 - i. No report.
- h. Resource Development and Management—Gus Westerman
 - i. Did well with the silent auction (\$1067.00)
 - ii. Gus will provide newsletter mid-year update on budget.

Gus moved and with no objection, Alison adjourned the meeting at 9:17 am.

Upcoming meeting: March 13th, 8:30am MST

Join Zoom Meeting: <https://zoom.us/j/91517066995?pwd=T1JrUFhGYmpDV2Zub1dQVVo3SXhldz09>

Meeting ID: 915 1706 6995 | Passcode: ZETA

Call-in: 719-359-4580 | Call-in passcode: 362718

Respectfully submitted,

Amy Lentz