



## ESP Zeta Monthly Officer's Conference Call

### Minutes for Monday, May 8, 2023 @ 8:30 am MST

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

1. Call to Order at 8:34 am by Alison O'Connor.
2. Approval of April 10, 2023 minutes
  - a. Gus moved to approve the minutes (after discussion on expense report formatting and moving items listed under PILD to Luann's report, with the corrected minutes sent out after meeting) with corrections; Carla seconded the motion. No additional discussion. Motion carried.
3. Treasurer's Report, Gus Westerman:

Current Balance as of 4/30/2023: \$16,799.19  
Reflected in Statement:

Deposits: \$585.00 –

\$500.00 – ELC Stipend from ESP National  
\$85.00 – Melinda Macpherson New Member Dues

Expenses: \$50.00

\$50.00 - Barbara Hyde Boardman Endowment Fund for Barbara Hyde Memorial  
Donation

Current Balance Using Accrual to Date: \$16,799.19

Deposits not Reflected in Statement – \$0.00

Expenses not Reflected in Statement - \$0.00

April 2023 Bank Statement Rectified on 5/8/2023

Discussion:

- Gus indicated that Carla could send him any expenses or receipts for ELC to receive reimbursement.
- Parliamentary procedure clarification (including in minutes for future reference) – you only have to approve the Treasure’s report if asking to pay for expenses, otherwise it stands approved as presented and is filed for audit.

4. Report from Executive Secretary – Luann Boyer

- a. Retiree social is July 19<sup>th</sup> so looked at various places for catering and will put together a price for lunch. Will send the invite out through the list serv.
- b. Former Park and Morgan County Director for CSU Extension, Herbert Lightsey, passed away recently. He lived in Arizona near his daughters. He was not an ESP Life Member so there is no donation that needs to be made, but she will let others know of his passing.

5. Agenda Item Review

- a. No additions.
- b. Carla moved to approve the agenda as written; Dennis seconded the motion. Motion carried.

6. Unfinished/Old Business:

- a. April/May newsletter
  - i. Latest issue was emailed on April 26. The next issue will go out in July or early August.
  - ii. No feedback received.
- b. Website updates
  - i. No update.
- c. PILD recap
  - i. Carla was not able to attend virtually and had not heard back from Abby Weber yet but will check in.
  - ii. Carla heard from the 4-H group that they learned a lot from the conference.
- d. June professional development (per Alison)
  - i. Travis West from Ohio State will put together his group and present their ‘Habit Changing’ presentation. He is checking for dates and will schedule something for June with Alison.
  - ii. They were thrilled to be asked, thank you to whomever made the recommendation.
  - iii. Alison will send out advertising for the webinar once details are finalized.
- e. CSU Forum and ESP Zeta annual meeting
  - i. Yvonne Bridgeman will be leading the planning for Forum and who we should work with for our scheduling needs.
  - ii. The only thing firmly scheduled to date is the internship poster session on Monday evening from 4-6 pm. Alison suggested delaying the start of until 1pm or later so that we might have more time for our annual meeting that morning. No response yet.

- iii. Per Dennis, Wes Alford is asking Regional Directors for ideas for breakout sessions. Dennis asked if we should ask other associations for topics they would like to discuss or cover at Forum during breakout sessions?
            - 1. Idea from Alison for a 'Back to the Basics' training due to many new staff members to address onboarding needs.
  - f. National chapter report
    - i. The report was submitted on May 1<sup>st</sup>.
7. New Business
  - a. National Election voting ballots due May 26
    - i. Alison, Gus and Todd will find a date to meet for an hour and complete the ballot, anyone is welcome to join.
8. Committee Reports
  - a. Membership Recruitment and Retention—Todd Hagenbuch
    - i. No report
  - b. Global Relations—Christy Fitzpatrick
    - i. Per Alison, the Global Relations committee is meeting tomorrow at noon if anyone would like to join.
  - c. Public Issues—Carla Farrand
    - i. Abby Weber and two others from the 4-H Association attended PILD. Report back on their experience next month.
  - d. Professional Development—Kurt Jones
    - i. No report
  - e. Scholarships, Grants and Recognition—Deryn Davidson
    - i. No report
  - f. Bylaws—Carla Farrand
    - i. No report
  - g. Nominating—Todd Hagenbuch
    - i. Will report next meeting, Todd is reaching out to potential nominees.
  - h. Resource Development and Management—Gus Westerman
    - i. No report

With no objection, Alison adjourned the meeting at 9:08 am.

**Upcoming meeting: June 12, 2023, 8:30am MDT**

Join Zoom Meeting: <https://zoom.us/j/91517066995?pwd=T1JrUFhGYmpDV2Zub1dQVVVo3SXhldz09>

Meeting ID: 915 1706 6995 | Passcode: ZETA

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

Respectfully submitted,

Amy Lentz