



**ETA CHAPTER
ANNUAL MEETING MINUTES
In-depth Training, Laramie
Wednesday, November 12, 2015
7:00 a.m. Breakfast Meeting**

- I.** President Phyllis Lewis called the meeting to order at 7:18 a.m.
- Members present – Stacy Buckholtz, Sara Fleenor, Mae Smith, Scott Cotton, Cole Ehmke, Milt Geiger, Vicki Hayman, Phyllis Lewis, Windy Kelley, Mary Martin, and Tina Russell
 - Members not present: Joey Johnston, Glen Whipple, Cole Ehmke
 - Potential new members present: David Keto, Caleb Cater, Megan Brittingham, Chavawn Kelley. They introduced themselves and were encouraged to become full members.
 - Potential new members not present: Caitlin Youngquist, Joddee Jacobsen, Jeremiah Vardiman.
- II.** Approval of minutes of previous meeting November 4, 2014.
- Scott moved to approve minutes as presented, Stacy seconded, motion passed.
 - Tina read Stacy's thank you letter for ESP providing funds for her and Sara to attend the National 4-H Conference where they presented an educational session.
- III.** Reports
- Treasurer's report – Milt Geiger
 - Money market account has been closed out. \$1023.21 in checking. \$2212.89 in savings. \$275 expenses for Ignite Session honorariums will be taken out soon.
 - Life members who have passed away?-None, We currently have 9 lifetime members.
 - Milt will send out an electronic invoice due back in mid-January, rates are \$50 for the first year, \$45 for renewal. \$40 goes to national, \$5 stays in state.
 - Stacy moved to approve the treasurer's report. Sara seconded. Motion passed.
 - Awards committee report – Tina Russell
 - Awards list read for 2015 awards, Phyllis Lewis and Vicki Hayman were awarded certificates for their participation in national ESP committees.
 - Discussion was held about how awards are given by ESP and the Eta Chapter and suggestions were given for changes.
 - Scott-historically you had to be on for at least 5-10 years to join ESP and you were typically invited to join. To be a part of ESP used to be a big deal. ESP was the primarily organization for approaching administration about important issues which helped to raise ESP's

profile. We could potentially adopt a Friends of Extension Award where we recognize a cooperator or an individual who has made a difference. In the past ESP allowed the director or dean to present the award at various conferences. Phyllis- example, Farm Services of America. Scott-Ellbogen Foundation would also be a good fit. Scott suggested we have a timeline to get nominations in by and to create a process for accomplishing this.

- Phyllis-March 1 is the deadline for national awards. Vicki and Bill Taylor have received national awards in the past. Windy-we could request people to submit for regional awards then submit those for national awards. Vicki-we have done this in the past and it has not worked. Sara-if applying for an award it should be timely, so within the same year the work has been completed.
- Milt-we could have chapter awards awarded in our annual meeting and regional awards given out at our annual Extension awards banquet.
- Vicki- suggested we develop a formal process. Create a deadline, develop a committee.
- Scott and Tina will chair a committee to get something together for ESP awards before the March 1 national deadline.
- Process for Jim Debree was discussed at the Admin. breakfast
 - Milt-the award currently rotates between 5 associations but some people feel this is unfair because some associations are much bigger. Vicki-the award should go to someone who has been doing great work who represents Extension well. Scott-in the past 60% of Educators were doing everything in their counties, now with the area approach the makeup is different. Each association could nominate one person each.
 - However the current process is written into by-laws, any changes would need to be shared with Jim DeBree to see what his thoughts were. If changes come from educators it may work, it probably would not if it comes from Administration.
 - What would be another structure? Potentially a committee comprised of all associations with one association leading the charge, running the show.
 - Milt will send an email with everyone's suggestions to UW Extension Administration. Please send your suggestions to Milt.
- Value of ESP
 - The association has received \$5000-\$10,000 back from our \$45 dues in scholarships and professional development funding opportunities (see flyer Phyllis created). We are the umbrella of all Extension professional organizations.
 - ESP Conversations and Ignite talks
 - Tina-were designed to offer professional development for our colleagues. 21st Century Webinars were fairly successful. Milt-104

people total participated in the Ignite Sessions, as listeners. Megan-people listened and were having conversations after the fact as well.

- Scott- historically ESP was a group of experienced extension folks addressing issues and mentoring people. We've always had a voice to administration where other groups have not. When this group came forward Administration tended to listen because the group had clout. "Demonstrated professionalism."
- Megan-doing some professional dev. webinars for new 4-H educators- tried to initiate through issue teams, but denied ability to offer training- now association will move forward with a hot topics lunch and learn seminar series, how can we help ourselves get to where we want to be. 4-H Educators would teach...how to present a proposal to submit to present at a national conference. Phyllis-could 4-H & ESP work together to put these on? Milt-Glen would probably consider having more conversations about hot topic issues... such as high amount of employee turnover. Milt and Megan will work together to develop some meaningful webinars.

IV. Old business

- Nothing new to report

V. New business

- Vicki updated the group on presentations she attended at the National Conference. Judged a poster session. Attended National meetings, networking. Phyllis-also attended, the president of MSU presented, "Why do we need Extension"...Google isn't available for hands-on, personal approach to workshops.
- Encouraged to sign-up for National ESP committees-all meetings are conference calls, you don't have to travel
 - Members were encouraged to sign up for national ESP committees.
 - \$1500 professional develop money to be used during each budget year of July 1 to June 30th.
- Election of officer for 2014-15
 - Nominations
 - Treasurer-Milt Geiger is on for another year
 - Vice President-Milt cast a unanimous ballot for Scott Cotton. Scott was elected to vice-president.
 - President-Milt cast a unanimous ballot for Tina Russell to become president. Tina was elected to president.
 - Secretary-Stacy cast a unanimous ballot for Sara Fleenor. Sara was elected to secretary.
 - Terms will start on January 1st.
- Future professional development
 - Milt-will ping everyone with an email about controversial topics for us to host webinars with Glen. Scott-how people do grant dev., technology ever changing.

- Chavawn-suggested we change the ballot for the Ignite Talks instead of listing from best to worst for...choose top two, or word differently on ballot.
- Milt suggested topics with structured discussions to be held quarterly for members.
 - Tina, Stacy, and Scott will form a sub-committee to work on setting up topics, dates, and times.
- Other
 - Scott-Do we need more money? We may need to raise \$ in the future. Bring in some great professional development speakers/conference, to benefit other non-profits-boys and girls club, rotary, etc.... Windy-could tie it to CEU's as well. Buy smartphones and iPads and raffle off. Scott-in charge of fundraising committee, will recruit various members to join him if so desired.
 - Mary-ESP held a fundraiser at the national meeting held in Jackson 3 years ago. In the past we have done a conference for fundraising, silent auction, etc.... Mary-could we open up the Conversations to charge a few nationally? Milt-potentially, but may be hard in the format we have now.

VI. Adjourn

- Meeting adjourned at 8:21 a.m.

Next Eta chapter meeting: EPIC 2016

National Meetings:

Joint Council of Extension Professionals (JCEP) Leadership Conference – Las Vegas, NV; February 10-11, 2016.

Public Issues Leadership Development (PILD) Conference – Crystal City, VA; April 10-13, 2016.

Epsilon Sigma Phi (ESP) – October 24-27, 2016, ESP National Conference, Cape May, NJ.

Respectfully Submitted By:

Tina Russell