



ETA CHAPTER

ANNUAL MEETING MINUTES

EPIC Virtual Meeting

November 7, 2016

- I.** President Tina Russell called the meeting to order at 8:30 a.m.
- II.** Members Present - Scott Cotton, Cole Ehmke, Dave Hess, Vicki Hayman, Phyllis Lewis, Tina Russell, Megan Brittingham, Caleb Carter, Jeremiah Vardiman, Stacy Buchholz, Sara Fleenor, Mae Smith.
- III.** Approval of minutes of previous meeting.
- IV.** Reports
 - Treasurer's report – Stacy Buchholz
 - Current balances: checking - \$1,938.21; savings - \$1719.76
 - \$250 coming out for Ignite talk
 - Dues are due in January- \$50 for new, \$45 renewal
 - Awards committee report – Scott Cotton
 - Awards list
 - Elbogen was award winner, WYLR runner up
 - Discussion was held about how awards are given by ESP and the Eta Chapter.
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 - Professional Development and National Committee- Phyllis
 - Grants and scholarship committee
 - Judged the poster session
 - Orlando is the next meeting
 - Public Issues- Scott
 - Prepare for Retirement project report – Cole Ehmke
 - The document is under Employee Resources of the UW Extension website.
- V.** New business
 - Professional development ideas
 - Webinars
 - Joint Ignite sessions with other states

- Include ESP information in monthly CES news briefs, Extension Facebook page
- Host a short meeting with the state legislature
- Professional development committee:
 - Developed to target new employees...Roadmap to Success for New Employees. Could connect with Kim Reaman to expand or collaborate on new employee training. Or could be a follow-up to new employee training. An open sharing forum could be developed for new employees.
 - The top issues that often effect new employees are time management, how to gather needs assessment data, burnout, and developing relationships within the county. The forum could serve as a place to share various strategies to tackle typical extension activities...i.e. How to plan and smoothly run a new Extension program, How to collect community needs assessments.
 - Committee Members Include:
 - Caleb-lead
 - Cole
 - Jeremiah
 - Scott
 - Tina

Election of officer for 2016-17

- Nominations- Mae moved, Phyllis second to have Stacy and Sara stay on
 - Treasurer
 - Stacy Buchholz
 - Secretary
 - Sara Fleenor

Ways to increase membership

- Facebook
- Emails
- Extension newsletter
- Encourage UW Extension Administration to promote and encourage employees to join ESP
- Other
 - Award recognition discussion
 - Nominate at a later date, send ideas for award recognition and nomination to Scott
 - Raffle item and 50/50 raffle at EPIC
 - Stella Scholarship in name of ESP
 - Additional meeting in April or May to reconnect and keep up on ESP planning- will send doodle poll

VI. Adjourn

- Meeting adjourned at 10 a.m.