

**Epsilon Sigma Phi Council Meeting
Wednesday, February 10; 1:15 p.m.**

Those in attendance included: Laurie Chandler, Margaret Phillips, Stacey Warner, Karen Blakeslee, Linda Beech, Andrea Burns, Nancy Nelson, Marie Blythe, Kathy Tharman, Dave Schafer, Carla Morrical-Frederking, David Dunn and Andrea Schmidt.

The meeting was called to order by President, Laurie Chandler shortly after 1:15 p.m. Laurie thanked Margaret for her help in setting up the meeting.

Minutes from the December meeting were approved as posted to the web.

Chapter Officer Reports:

- **President – Laurie Chandler** – The Joint Council of Extension Professionals Conference was held in Nashville, Tennessee, last week. The conference subject was a family-friendly work place. JCEP is considering offering one JCEP conference again next year, and Orlando and Las Vegas were two options that were mentioned. Laurie will be forwarding the Communique and other national communication due to many university websites blocking this server. The ESP Connection, membership communication from national has had a change in the bulk email system from espoffice@pmt.org to espoffice@espnational.org The date of February 26 is the deadline to submit proposals for National Conference concurrent sessions. Laurie touched upon a letter to the KSU Provost, April Mason. Stacey and Laurie drafted a letter to the new Provost inviting her to transfer her Epsilon Sigma Phi membership to the Kansas chapter. Epsilon Sigma Phi arranges for the picture of the exiting Director to be taken and hung in Umberger 125; we are working with Dan Donnert, KSRE Photographer, to get Fred Cholick's picture taken. The picture taking fee is under \$50. A frame would also need to be purchased.
- **Vice President – Diane Mack** – is looking forward to representing the Alpha Rho Chapter at Public Issues Leadership Development (PILD) April 26-28, 2010. Diane submitted her goals for attending PILD: *To enhance my understanding of how the National Institute of Food and Agriculture, and how NIFA will move Extension forward in the future. *To learn from National program leaders as they help guide us through these financial challenges, and to learn new ways of conducting our business differently. All states are currently experiencing financial challenges. Learning how other states are meeting these challenges will help bring a broader perspective and new ideas of how we can better manage in Kansas. *To enhance my leadership skills for the Alpha Rho Chapter. I look forward to visiting with chapter officers to learn about their programs and member activities. *To enhance my skills in public issues programming. In Kansas, the Extension system is a partnership of county, state and federal partners. By attending PILD, I hope to increase my effectiveness in understanding and working in the political arena.
- **Secretary – Andrea Schmidt** – no report.

- **Treasurer – Stacey Warner** – A copy of the current statement of account and the budget was sent on Friday. Our total assets were \$23,484.35. We have taken in \$5,564.10 and spent \$4,116.51.
- **Historian – Jennifer Wilson** – Not able to attend. Would like to know the format for Annual Conference, as this will affect the anniversary celebration plans.
- **Editor – Karen Blakeslee** – The newsletter committee met on Monday. Linda, Laurie, Diane and Karen were the committee members. The committee proposes that a winter newsletter go out by December 1 to provide annual conference recap, date/deadlines and committee sign up. This would replace the April edition. This proposal would begin after 2010 Annual Conference. The second newsletter would then be sent out by July 1. This would help with the August 15 due dates. Any additional messages to be sent out could be formatted into a news brief and sent to the membership. Please send Karen items for the newsletter by March 15.
- **Past President – Margaret Phillips** – The Endowment Board of Trustees met in January to become familiar with the Endowment framework. Annually funds are made available for grants and scholarships. An endowment link is present on the ESP website. The link contains the Endowment fund brochure (details on how to contribute); Endowment grant application process (due August 15); Connie Hoch Leadership scholarship (due June 1) and Jim Lindquist Administration scholarship (due June 1). The next meeting will be April 14, immediately following the council meeting.

Council Directors' Reports:

- **NW Counselor – Dave Dunn** – Dave contacted all that had outstanding dues. He heard from a few, but still has not heard from all. He will send another note out, if necessary. Stacey will check and follow up with Dave.
- **NE Counselor – Dale Fjell** – Not present.
- **SW Counselor – Andrea Burns** – Andrea sent a notice to the four in her area that did not pay dues. She has not heard back. One is phasing into retirement.
- **SE Counselor – Linda Mirt** – Not present.
- **State – Dan Rogers** – Not present.
- **Retirees – Dave Schafer** – Stacey and Dave have worked on a letter to send to upcoming or recent retirees to propose life membership.

Standing Committee Reports:

- **Annual Banquet – Kathy Tharman** – No report.
- **Awards – Linda Beech** – Linda asked Margaret to bring up the awards listing on Adobe Connect. The four new awards, approved at the fall business meeting, were added to this list. Based on our chapter award winners from the fall, Linda notified those who were eligible for national categories. Early Career, Mid Career, Team Recognition - Aging, Distinguished Service Recognition and Friend of Extension are the awards eligible to move on to National. The winners submit their nominations online, and then Linda follows up with National to compare the lists. These are due March 1. A newsletter article outlining the new awards will be sent to Karen.
- **Budget and Audit – Pat Murphy** – Not present.
- **Constitution and Bylaws – Doug Jardine** – Not present. Doug sent a report to Laurie. He would like to know if there are changes that council members are aware of? The committee will do a read through of the constitution and bylaws to see if anything needs to be addressed. Those on the call could not think of anything.
- **Global Relations – Deryl Waldren** – Not present.
- **Membership Recruitment and Retention – Carla Morriscal-Frederking** – The committee presented an update on the membership brochure. They have not received any feedback from the committee. Carla asked Jim Lindquist for some feedback regarding the benefits of ESP. Carla following up with Jim on this. Laurie shared that she would review the draft.
- **Memorial – Nancy Nelson** – Jean Clarkson-Frisbee has been lost. Nancy has been checking with Stacey regarding additional notices.
- **Nomination – Margaret Phillips** – The committee met in January to recruit candidates for President-Elect, Secretary, Editor, Northeast Director, Southeast Director, Retiree Director and Endowment Trustee. Please let one of the committee members know which of the positions you would be willing to serve. Committee members are Ginger Kopfer, Eric Otte, Rebecca McFarland, Gary Gerhard, Jodi Besthorn, Fadi Aramouni, Rod Buchele, Laurie Chandler – Chair-Elect and Margaret Phillips – Chair.
- **Professionalism – Robin Eubank** – Not present. An update on the United Associations Conference was presented. The conference will be conducted in Wichita, at the Sedgwick County Extension Education Center on March 4-5, 2010.
- **Retiree – Crystal Coffman** – Not present.

- **Tenure Recognition – Jim Adams** – Not present.

Special Committee Reports:

- **Newsletter** – Karen provided an update in her report.

National Committee Reports:

- **Professional Development & National Conference – Marie** – A new Executive Director has been hired. Everyone should take a look at the national website, as changes have been made.

Old Business:

- **Newsletter Schedule** – Does the newsletter schedule need to change? Does the current newsletter schedule meet our chapter deadlines? Do we need another issue right after annual conference to engage our members? Margaret stated that a newsbrief could go out promoting the June 1 scholarship deadline. A December newsletter date would allow us to engage with membership a little sooner in the year. After annual conference 2010, Andrea S. moved and Margaret seconded that we accept the new newsletter schedule as presented by the newsletter committee. The motion was carried.

New Business:

- Approval of expenditure for **Extension Director Portrait**. Our policies indicate that making the arrangement for the portraits of Extension Directors in Umberger have traditionally been an Epsilon Sigma Phi project. The portrait fee estimate is \$50 and an estimate of \$200 was given for framing. Margaret moved and Dave seconded that we stay with the same size, mat and frame for the new portrait. The motion carried. Stacey mentioned that a plaque on the wall acknowledging ESP for their sponsorship of this project would be good to have.
- Proposal for **“Epsilon Sigma Phi Fund Development Award,”** by Gordon Dowell, KSU Foundation Gift Officer. Gordon was not on the call today. Laurie will get in touch with Gordon regarding have him present at our April conference call.

The meeting was adjourned around 2:25 p.m. The next meeting will be held on **Wednesday, April 14 at 1:15 p.m.** in Umberger 103, or by joining via conference call.

Minutes respectfully submitted by,

Andrea Schmidt
Alpha Rho Secretary