

Alpha Rho Chapter of Epsilon Sigma Phi: Council Meeting Minutes
Wednesday January 9, 2019

Call to Order

Meeting was called to order by President Erin Yelland at 1 pm.

Council Members Present:

Erin Yelland, Jennifer Wilson, Lisa Martin, Deb Wood, Doug Jardine, John Forshee, Candis Meerpohl, Doug Beech, Nancy Daniels, Beth Hinshaw, Marie Blythe, Sandra Wick, Elizabeth Kiss, Sharon Erickson, Denise Dias, Megan Dougherty

Proof of Notice of Meeting

- Council meeting dates were distributed to ESP council members at the annual business meeting at KSRE's 2018 Annual Conference.

Reading and Disposal of Unapproved Minutes

- Minutes from the 2018 Annual Business Meeting can be [found here](#). Doug Jardine noted that these minutes will be read and approved at the next annual business meeting in October 2019.
- John Forshee noted that the council needed to approve the last council meeting minutes from September. He moved, Doug Jardine seconded. No discussion and the motion carried.

Reports of Officers and Committees

Chapter Officers

- **President** – Erin Yelland:
 1. Erin has been working on filling committees with members as many have left due to retirement. Several chair-elect positions are vacant, so she is asking committee chairs to identify people to serve as Chair-elects.
 2. Erin noted that there is a discrepancy with names of the Resource and Professional Development committees as what is listed at the National level. The update will be noted in new business.
 3. Erin reported that the Endowment Auction Committee is not in the bylaws, so its responsibilities need to be added to the bylaws.
 4. Erin listed the vacancies of NW Director previously held by Wayne Moore, and State Director, previously held by Stacy Warner. Members wanted to know if they were life members and if they wanted to continue in these roles. Jennifer Wilson stated the Stacy Warner called her and Stacy is willing to continue in her role. Wayne Moore is not as connected as he is moving to Texas, so Stacy will continue, and Erin will look for a replacement for NW Director.
 5. The council also discussed the purposes of the Retirement Committee and the Retiree Director. Doug Beech reported that the chair of the Retirement Committee plans activities for retirees during Annual Conference, and the Retiree Director maintains a presence on the board and addresses the interests and the concerns of retirees to the Council. John Forshee clarified that Council Directors are part of the executive board and the committee chairs are not.
- **President-Elect** – Jennifer Wilson:
 1. Jennifer reported that she serves on the United Association Conference Planning Committee and the Conference will be March 6, 7, 8, 2019 at the Sedgwick County Extension Office. Topics of

- presentations include Human Trafficking, Investing and Trauma. ESP received a portion of the registrations based on the number of members attending so she encouraged members to attend.
2. She also reported that she is now her new position of Extension Operations and Michelle, her office professional keeps the ESP account. In reviewing the account, a loan of \$797.12 made to a member for school is still outstanding. The member is longer in the system or in the state of Kansas. Erin and Jennifer will send one more letter to the person in a last attempt to collect on the loan.
 3. Jennifer also reported that the expected profit for hosting the ESP National Conference will be approximately \$6500.
- **Secretary** – Lisa Martin: no report
 - **Treasurer** – Deb Wood:
 1. Erin sent out the treasurer reports.
 2. Deb reported that she has sent out the signature card for the bank account. Lisa reported that she has the card, will sign it and send it in.
 - **Annalist/Historian** – Doug Jardine: Doug Jardine reported that Stacy gave him a box of documents. He will review them and archive items as needed.
 - **Editor** – Denise Dias: No report
 - **Past President/Endowment Chair** – John Forshee: Scholarship applications are due in May. The committee will meet in June to award.

Council Directors

- **NW Director** – vacant
- **NE Director** – Candis Meerpohl: No report
- **SW Director** – Sharon Erickson-Fryback: No report
- **SE Director** – Beth Hinshaw: Beth is working on membership recruitment and retention and asked about members and what area they are in as the website does not appear to be accurate. Deb will send out a list of who did not renew so they can be contacted.
- **State Director** – Stacy Warner: No report
- **Retirees** – Doug Beech: Doug reported that he is contacting new retirees and asked for clarification as who is the state person who monitors this. Jennifer Wilson will keep track of new retirees. Marie Blythe reported that she contacted three people before the annual meeting. Clerical support from Jennifer's office will continue to help with this. Twelve life members attended annual conference and Greg Hadley did a presentation for them on changes in Extension.
- **Extension Administration** – Gregg Hadley: No report

Standing Committees

- **Annual Recognition Reception** – Megan Dougherty: working on goals that Erin requested.
- **Constitution and Bylaws** – Elizabeth Kiss: reviewing bylaws.
- **Endowment Auction Committee** – John Forshee: This committee has not met yet but may entertain the option of rotating the fundraiser with other organizations. This would need to be added to the bylaws.
- **Global Relations** – Sara Sawyer: Could not attend; nothing to report.
- **Membership Recruitment & Retention** – Nancy Daniels: No report
- **Memorial** – John Beckman: Not on call
- **Nomination** – Rhonda Gordon: Not on call

- **Professional Development** – Sandra Wick: Will work on goals.
- **Recognition** – Chelsea Richmond: Could not attend; nothing to report.
- **Retiree** – Marie Blythe: Committee hasn't met but they will work on communication and involvement. Doug Jardine reported that he picked up several ideas at JCEP
- **Tenure Recognition** – Patsy Maddy: This committee will meet soon and work on goals.
- **Resource Management and Development**—Deb Wood: Will work on goals

Report from the Extension Endowment Fund Board of Trustees

Unfinished Business--none

New Business

1. The names of the Budget and Audit and Professionalism committees have been updated to reflect our [bylaws](#) (p.3) and the national committees. The correct committee names are Resource Development and Management and Professional Development, respectively.
2. The Endowment Auction committee exists on our webpage, but not in our bylaws and there is no information online as to what the committee's responsibilities are. We need to discuss this on the call to see if we need to dissolve this committee and add its perceived responsibilities to another committee or add it to the bylaws and develop formal committee responsibilities. This, however, may be a bigger conversation of if the Endowment Auction is a fruitful result of the efforts put forth. See discussion under Endowment Auction Committee. (Does this needed to be added to Unfinished Business for our next Meeting?)
3. We need to identify new NW area and state Council Directors (fulfilling the vacancies left by Wayne Moore and Stacey Warner). See discussion under President's report.
4. What is the difference between the retiree committee and the retiree council? See discussion under President's report.

Announcements

- 2019 ESP Council meetings will be held on the following dates from 1-2pm CT: March 20, May 8, August 14, and September 11. You can [connect to those meetings here](#).
- The 2019 ESP National Conference will be held in Colorado Springs, CO October 14-17. Registration opens June 1 and more information can be [found here](#).
- Donna Krug has accepted Chair-elect of Membership.

Adjournment