

**Alpha Rho Chapter of Epsilon Sigma Phi: Council Meeting Minutes  
Wednesday September 11, 2019**

**Present: Erin Yelland, Jennifer Wilson, Deb Wood, Doug Jardine, John Forshee, Anna Muir, Candis Meerpohl, Stacy Warner, Doug Beech, Nancy Daniels, Chelsea Richmond, Marie Blythe, Patsy Maddy**

**Meeting Called to Order by Erin Yelland.**

**Reading and Disposal of Unapproved Minutes**

- Minutes from the August Council Meeting—Nancy Daniels moved to approve, and Deb Wood seconded. Minutes approved.

**Reports of Officers and Committees**

**Chapter Officers**

- **President** – Erin Yelland: No Report
- **President-Elect** – Jennifer Wilson: Working on committee assignments. Asked for September 20<sup>th</sup> deadline if people **do not** want to serve on current committee.
- **Secretary** – Lisa Martin: Needs officer reports for the Annual Report by September 30, 2019.
- **Treasurer** – Deb Wood: emailed report to officers. Checking: \$18025.97 CD: \$5725.77, Endowment: \$158093.32. Will send email to members about dues increase. ESP National will also be sending invoices to members October 1, 2019.
- **Annalist/Historian** – Doug Jardine: Hale Library has reopened some facilities but not the archive so no report.
- **Editor** – Denise Dias: I plan to help the awards committee as needed with a presentation for the Annual Meeting and awards and whatever else may come up. (emailed report)
- **Past President/Endowment Chair** – John Forshee: Received five endowment applications.

**Council Directors**

- **NW Director** – Anna Muir: No Report, needs a list of membership-referred to webpage.
- **NE Director** – Candis Meerpohl: No Report
- **SW Director** – Sharon Erickson-Fryback: No Report
- **SE Director** – Beth Hinshaw: No Report
- **State Director** – Stacey Warner: Has contacted campus faculty about applying for grants and nominating people for awards
- **Retirees** – Doug Beech: Five members are eligible for life membership and will receive letters from National Office. Deb will look as well.
- **Extension Administration** – Gregg Hadley: No Report

**Standing Committees**

- **Annual Recognition Reception** – Megan Dougherty: No Report
- **Constitution and Bylaws** – Elizabeth Kiss: No Report
- **Endowment Auction Committee** – John Forshee: The auction at annual conference will be live this year so items are requested for donation.
- **Global Relations** – Sara Sawyer: No Report
- **Membership Recruitment & Retention** – Nancy Daniels: Sent 32 new hires an email to think about joining and updating brochure and would like updated ESP pictures to add. She will work with the

editor-Denise to complete. Erin and Jennifer will proof read. Stacy requested list of new campus faculty. John suggested pictures from the National Meeting that we hosted.

- **Memorial** – John Beckman: No Report
- **Nomination** – Rhonda Gordon: No Report. Erin reported that the committee has been emailing potential officers. Jennifer Wilson is now a state member and will remain as president, but we will return to alternating years of state and local presidents in the future.
- **Professional Development** – Sandra Wick: No Report
- **Recognition** – Chelsea Richmond: Taking applications for Chapter recognition awards, due September 15, 2019.
- **Resource Development and Management** – Deb Wood: Working on a draft budget and an audit before Annual Conference.
- **Retiree** – Marie Blythe: Retirees session is 4 to 5 pm on Tuesday afternoon during Annual Conference. Concerned about shortened time, so she has made a request to move session to 2:30 pm to 4 pm.
- **Tenure Recognition** – Patsy Maddy: Getting the committee together for tenure recognitions.

**Report from the Extension Endowment Fund Board of Trustees:** Received four grant applications.

**Unfinished Business:** Nothing to address.

#### **New Business**

1. Making sure our ducks are in a row for the ESP meeting at Annual Conference:
  - a. Please submit reports to Lisa by September 30, 2019 to send out to membership.
  - b. Vote on slate of officers, welcome and thank new council members
  - c. Denise will provide a recognition power point, recognition committees need to provide info to Denise as well as nominations and new members committees by October 11, 2019.
  - d. Consent Agenda items: Officer reports, budget proposal/financial/audit report, minutes from last annual meeting—Lisa will compile and send to members for members to read before the meeting so the consent agenda could be voted on. Reports need to be in by September 30, 2019.
  - e. Nominations Ballot and Vote—Announce officers
  - f. Recognition Ceremonies: Awards, Tenure, New Officers, New Members. Committees: please notify all recipients. Erin will lead the ceremony. Nancy will provide materials—creed, pins, etc. Erin will send out an email to remind everyone of their tasks to be completed for Annual Conference.
2. JCEP meeting topics.
  - a. October 8, 2019 meeting with State Extension and Extension Professional Organizations.
  - b. Erin set a Google Doc for comments.
  - c. Items to submit to Nancy Honig:
    - i. Consistency with reporting across the state with training for all
    - ii. Supervision training

#### **Announcements**

- 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](#).
  - Registration is encouraged.

- Purchasing a From the Land of Kansas Basket for the auction there. Can bid online for people unable to attend the conference.
- New agent training is Sept 25 and an ESP representative is requested to meet with new agents at lunch. Doug Jardine volunteered.

**Adjournment**