

Epsilon Sigma Phi – Alpha Rho Chapter Executive Team Meeting
Thursday, January 19, 2023 at 2:00 p.m.

Call to order: Called to order at 2:02PM by Sarah Maass

Roll Call: Nora Rhoades, Marlin Bates, Sarah Maass, Denise Dias

Business

Officer Reports/Updates:

Denise Dias is shadowing Deb Wood to learn the Treasurer's duties.

Nora Rhoades shared that the Annual Report is finished from last year and she needs to get meeting minutes and annual report information updated on the website for official archive as right now it is on MS Teams. Nora shared that she wants to make sure she gets a current list of members and their initiation year for annual reporting. Denise helped identify where to find the list on the website, so Nora will add it before publishing to the website annual report page. There was discussion of the many different information outlets and platforms used to archive information and communicate to each other. It will be important to clarify our strategy moving forward. It was shared that the National ESP website does have official membership records and we need to make sure we know how to access it.

Marlin Bates reported that there will be another round of scholarship opportunities for program innovation and professional development and the Endowment Fund has funding available that needs to be distributed. We did offer a second annual opportunity to apply in December 2022, and there was little response.

Discussion was had about supporting and acknowledging our members that are involved at the national level, especially with Jennifer Wilson in the national president rotation. We may need to look ahead at any state commitments when we have a national officer to make sure that we are planning accordingly with the budget.

Discussion was had about the annual conference luncheon and how the KSRE Annual Conference committee gives us a check for registration fees that exceed the meeting expenses.

Deb Wood shared that the checking balance is \$19,089 with some outstanding expenses and receipts still expected to go through and be reflected.

January 31 is the renewal deadline for annual dues, and then in February we expect our disbursement from National ESP. Deb sent a message to ESP Directors to encourage people in

their area that were not yet renewed to finish their membership renewal, and retirees were contacted to see if they are interested in becoming lifetime members.

Discussion of time of meetings on Thursday: Sarah has asked for meetings to return to 3:00p.m. as she has a standing 4-H role meeting conflict with the 2:00p.m. This was approved by consensus and she will update the calendar invite.

Committee Restructure: Discussion about committees. Sarah is working on updating the list with the new chairs and then will send it out to the members so they can select their preference. Marlin will share the Qualtrics that has been used in the past. If people do not complete the preference process, they will be assigned. A chair needs recruited for the marketing and communications committee as it is a new committee. An executive team member is to be assigned to be on each committee.

Updates to By-Law: Sarah is updating the paperwork and will get the most up-to-date versions on the website and MS Teams files.

Website Update: Mary Hellmer is who we work with to add information to and update the website.

Teams Update: This has been updated with the current member list and the exec team. Rachael has been added as an owner of the MS Team to help with managing it.

Listserv Update: Deb will pull the roster of members on/after February 1 and then that can list can be used to update the listservs and website membership rosters.

ELC: Sarah Maass will be attending to represent ESP as president. ESP will financially support her attendance.

PILD: Rachael Clews is attending as president-elect, and Marlin believes she received a national scholarship to aid. ESP will financially support her attendance.

Other Business: Discussion was had about a calendar snapshot of opportunities, and continuing the momentum from retreat and the annual conference breakfast to move the organization forward. We talked about the importance of delegating and letting the committees do their jobs. They are willing, we just need to mobilize them.

Announcements

Adjourn: Sarah adjourned at 3:04PM