

## **Epsilon Sigma Phi – Alpha Rho Chapter Council Meeting Thursday, September 21, 2023 – 3:00 PM**

**Call to Order** – Sarah called to order at 3:01PM via Zoom

**Roll Call** – Sarah Maass, Nora Rhoades, Laurie Chandler, Elizabeth Kiss, Sharon Erickson-Fryback, Jill Martinson, Marlin Bates, Ethel Schneweis, Cassie Thiessen, Debra Wood, Denise Dias, Patsy Maddy, Ethel Schneweis, Jessica Kootz, Anna Muir

### **Executive / Officer Reports**

- **KS JCEP Rep – Jill:** The KSJCEP executive board met with the KSRE admin team on July 5 regarding the proposed career ladder. The board had prepared questions related to 1) effect on agents currently in the system, 2) logistics of implementation, and 3) details on levels. It was a long day of discussion and the direction of next steps was not clear.
- **Historian – Elizabeth:** She has been going through the website to make sure that all historical information is on the website.
- **Treasurer – Deb:** As of August 12 our checking account is \$20839.78. She has written a check since then so it may be on the next statement. When the next statement comes she can prepare the annual report.
- **Secretary – Nora:** Sent out a notice to have people submit their annual reports. The website has been updated with minutes.
- **Editor – Jenny:** No report, not able to attend.
- **Past-President – Marlin:** Will be working to get awards information updated to the website. There was a third round of applications for endowment funds that were due in August. They did award two professional development awards totaling \$1300 from the Jim L. professional development funds and then two innovative programming awards totaling \$3000 from the regular endowment funds. They did leave sufficient funds to provide opportunities for the regular, annual opportunity to apply to support members. Marlin asked about the history of the Connie Hoch Leadership Scholarship as he was not aware of the details regarding it. It was shared that it was a one-time opportunity and the funds are used with no further opportunities to earn that.
- **President-Elect – Rachael:** No report, not able to attend due to being at NELD
- **President – Sarah:** Reported that Mary Hellmer has been working on the association website. Sarah and Rachael will be meeting with Mary Hellmer in October to discuss how the website updates will impact the association's page. The goal is that whatever is accomplished for ESP will help develop a template for other associations within KSRE. Sarah shared that National Meeting is next week. There is a small, but might delegation planning to attend and engage in the National Meeting. Marlin asked about the gift basket, and Deb clarified that there has been financial support from ESP under officer expenses to help with completing this in the past. Sarah is working on a gift basket to represent Kansas.

### **Committee Reports**

- Annual Conference – Nora shared that McKenzie and her are on the committee and attending when our schedules allow. The registration is open. There will be an opportunity to be a greeter and help welcome individuals as they arrive during the registration time. There is also going to be a request to have extra chairs in each room so that prospective members can still feel welcome to attend the business meeting even if they didn't get registered.
- Constitution and By-Laws – Jill: No report.
- Global Relations – Sharon: They have not met since their spring committee meeting, but tried to share out resources to the membership.
- Marketing & Communications – Ethel: The committee has not met since the early spring. She asked about if there is interest in ordering marketing items from National ESP and was not sure of the budget to purchase anything. She said if anyone wanted things to be ordered for re-sale or for recognition
- Membership Recruitment & Retention – Anna is going to send a letter out and put some information in the Tuesday Letter regarding paying dues for the new year. It has been a little complicated to get information from Nationals, but she and Beth are working through it.
- Professional Development – Jessica: Shared that there are 70+ people registered for the pre-conference session and there was some discussion about if the room reserved was going to fit the large number of people coming. Jessica also shared that if people forgot to register they can email Sarah Keatley to add it to the registration. It was suggested to wear your ESP pin at the pre-session and during conference. The committee will need to meet to iron out final details. Deb shared with Jessica that she can provide a membership list to help with registration as it was less expensive for current members to attend.
- Recognition – Jennifer, Laurie, Teresa, Patsy: Jennifer was not in attendance but shared that the committee has received 6 awards nominations and she has communicated with the committee about tenure awards and memorials. She thinks we've got things under control for annual conference. Laurie shared that the Endowment Board recently announced a new campaign of raising \$250,000 by 2025. Instead of doing an auction, there will be promotion of doing one-time donations and payroll deductions. Watch for handouts, forms, etc. at annual conference!
- Resource Development & Management – Denise: The committee met mid-September to plan the budget for the next year which will be discussed later in the meeting.
- Retiree – Jim: No report, not able to be present.
- Nomination – Executive Board has been working on reaching out to people to ask about interest in being nominated for positions up for election at this year's annual meeting.

#### **Business**

- Annual Conference
  - Items for Annual Meeting: Sarah is working on the Annual Conference PowerPoint, so she will be reaching out for information to complete those preparations.

- Council Breakfast – Thursday, 7 a.m. for members of the next year council to focus on planning for the year and connecting as a team. Please make plans to attend this important meeting.
- Approval of Proposed 2023-2024 Budget to present at annual meeting – Deb/Denise: Denise is completing a review of the financials and will reach out if additional assistance is needed. The proposed budget was presented. It was noted there is not a lot of change from last year’s budget, but they did compare the proposal to current year expenses to make sure all anticipated needs were accounted for. Discussion was had about the budget to make sure all understood the line items presented. Elizabeth Kiss moved to approve the budget as presented so it can be presented to full membership at Annual Meeting. Second by Sharon Erickson-Fryback. Discussion. Approved.

**Announcements**

- ESP Annual Report – Items DUE October 6 to Nora

**Adjourn:** Sarah adjourned the meeting at 4:06pm.