

EFCOG Minutes-teleconference
September 6, 2002

Dianne called the meeting to order with Sherry Glenn, Myrt Hanson, Kaela Postma, Jerry Weiss and Dianne Dirks in attendance on teleconference.

The first item – Kaela Postma reported that all changes and corrections she had received were done.

Next we discussed the terms for OA's on the EFCOG Committee. Dianne is to email Lois Hunt and check with her to see if Paula Lichtenstein can stay on the EFCOG Committee till 2003. It was decided that we need the following new committee members: 3 new OA's, 2 new CEED'S, 1 new Field Specialist, 1 new Extension Council Representative and 1 Area Director with his/her secretary.

Sherry and Myrt will contact the Area Director's and have them recruit these people to attend the October 9th meeting in Des Moines.

We currently are without a Vice-Chair for the committee. We will fill this position at the October total committee meeting.

Our total EFCOG Committee Meeting will be on October 9th, 2002, 9:30-3:00pm at ISU Learning Connections in Des Moines. Sherry and Myrt will organize a catered meal and the celebration over lunch. We will invite Del Marks to the celebration for lunch. Dianne will prepare a certificate for Del's dedicated time he has put into the EFCOG Handbook.

Items for the October 9th meeting.

Sherry will try to have recruited names to Dianne by September 20th.

Jerry and Dianne will prepare a powerpoint about the EFCOG Handbook for a training that could be presented at each administrative area. They will get that to Kaela so she can put it on the web.

Dianne will prepare a certificate for Del.

Jerry and Dianne will break committee members into sub-committee's to review Section's 2, 5, 7, 8 and 9 of the EFCOG Handbook. Each sub-committee is to put together a keyword list of search words that can be put in the index and also in the search part of the handbook. Kaela wants to be on the Section 8 sub-committee. Quarterly Meetings with sub-committee chairs.

Sherry would also like to have a presentation given to the Administrative Team on the EFCOG Handbook.

We will have one hard copy of the handbook for committee members to make changes and corrections.

Having no further business to discuss, we adjourned the teleconference.