EIE Fall Board Meeting  
September 28, 2006

Members present: Dennis Molitor, Linda Naeve, Ober Anderson, Joe Leisz, Judy Levings, Kristin Taylor, Linda Nelson, Willy Klein, Mary Foley, Steve Devlin, Don Goering, Amy Asmus, Kendra Crooks, Sandy Scholl and Michael Ouart.

Meeting was called to order at 9:32 am by Chairperson Dennis Molitor.

Dennis introduced Amy Asmus and Kendra Crooks as new EIE board members. Amy will represent ‘Friends of Extension’ and Kendra Crooks will replace Jim Hosch (due to retirement) representing the Northeast area. Judy move to officially accept Kendra and Amy as board members. Seconded by Linda Naeve. Motion carried.

Kristin Taylor presented copies of minutes from the last meeting. There was one correction to the minutes--to add Ober Anderson to the list of members attending. Mary Foley moved to approve the minutes with the addition of Ober. Seconded by Linda Naeve. Motion carried.

Don Goering presented the Treasurer’s Report:

Final FY 2005-2006 report:
   *Expendable fund*
   - Total income - $14,799.46
   - Total expenses - $16,621.88
   - Cash balance - $32,444.22 (includes $10,887.81 in outstanding grant awards)

August 2006 report:
   *Expendable fund*
   - Beginning balance - $32,444.22
   - Total income - $65.00
   - Total expenses - $2,782.05
   - Ending balance - $29,727.17 (includes $8,150.03 in outstanding grant awards)

Joe Leisz moved to accept the Treasurer’s report as presented. Seconded by Willy Klein. Motion carried.

Joe reported on the EIE Silent Auction held in September at Annual Conference. A total of 39 items were donated; total raised $1,834. Organizers felt the Web site publicity and posting pictures of auction items online was successful. Some board members commented that the ISUCEP meeting ran into time right before the auction closed, so many were not able to browse and bid. For next year, there was a suggestion to talk with the conference committee asking to not overlap the social hour and meetings.

Amy Asmus asked about a possible raffle instead of just a silent auction. Joe said the 4-H Foundation does have the appropriate license to run a raffle, however would need people to staff the raffle.

Joe raised the question of setting a dollar goal for next year’s auction. Steve moved that we set a goal for the Silent Auction for amount received. Seconded by Linda Naeve. Motion carried. A committee
for the silent auction will decide on an appropriate amount received and report back at our next meeting.

Willy Klein distributed a copy of the marketing plan and made a report from the marketing committee about their recent efforts:

- 5 people set up displays on programs that received funding from EIE during Annual Conference. Signs on each of the displays indicated that projects were partially funded by EIE.
- A proposed EIE logo developed by EMMS was shared with the group for feedback. Board members expressed interest in sticking to a cardinal and gold color scheme. Joe moved to accept the logo with changes to emphasize cardinal and gold. Seconded by Sandy. Motion carried.
- Steve raised the question about how to find the EIE Web site from the Extension homepage. Willy will talk with Elaine Edwards about making a link to the EIE Web site from a more prominent area. Judy expressed interest in developing a web page listing sources of funds available for all Extension staff.
- Ober agreed to draft a note to be included in the retiree newsletter about Excellence in Extension and fundraising.

Dennis distributed a booklet of changes to grant categories and highlighted the significant changes. He explained the change to the Betty Elliott group professional grant that allows Extension staff time to be reimbursed if they the staff member was involved in the role of an ‘expert trainer’.

Mary moved to add a line to each grant application indicating that a follow-up evaluation is required. Seconded by Steve. Motion carried.

Additional changes to the grant application score sheet were requested:

- Correct spelling of ‘principle’
- Add a box in corner detailing what kind of grant it is
- Remove the ‘includes creativity/innovativeness’ reference
- Move the project timeline to minimum criteria
- Drop point values
- Add amount $ requested

Dennis and Linda talked about a new EIE category named in honor of Herb Howell that is now available. State program areas or administrative areas are eligible to apply for an annual grant for $10,000, with the possibility to request $10,000 for an additional year. One page pre-proposals are required. Approved pre-proposal applicants will be asked to complete the full proposal.

Steve moved that the board supports establishing the Herb Howell grant with the following revisions:

- Pre-proposals are due once per year by January 15
- A sub-committee will review the pre-proposals and have them screened by February 1
- Full proposals are due March 15
- EIE board will review proposal and determine award recipient
- Grant funding becomes effective July 1
- Add a section on program evaluation and dissemination (valued at 8 points) to evaluation criteria and proposal requirements.

Seconded by Joe Leisz. Motion carried.

A promotional piece for the Web site also needs to be developed describing the new grant.
Joe moved that the EIE chairperson at his discretion appoint the subcommittee reviewing the pre-proposal each year. Seconded by Sandy. Motion carried.

Michael Ouart thanked the Board for the opportunity to serve as a member and for the donation name in his name to EIE from gift donations collected at Annual Conference.

Break for lunch.

Four applications for Individual Staff Development Grants were reviewed:
- Paul Fitzgerald; assistance for masters degree
- Don Buzzingham; Spanish language immersion
- Jolene McCoy; Storytelling iSchool course
- Glen Easter; Spanish language training

Two applications for Innovative Programs were reviewed:
- Nancy Everman & Mark Wagner; E-Cubed
- Alan Keninger; CSI – Jasper County

- Linda Naeve moved to not fund Alan Keninger's innovative program. Seconded by Mary Foley. Motion carried.
- Linda Nelson moved to approve Nancy Everman’s innovative program request for $2500. Seconded by Mary Foley. Motion carried.
- Steve Devlin moved to not fund Paul Fitzgerald's individual staff development grant. Seconded by Mary Foley. Motion carried.
- Joe moved to approve both Don Buzzingham's ($400) and Glen Easter's ($750) individual staff development grants at full amount requested. Seconded by Ober. Motion carried.
- Steve moved to approve Jolene McCoy’s individual staff development grant for $175. Seconded by Mary. Motion carried.

Kristin will secure a previously approved grant application in each category to post on the EIE Web site as samples.

Next EIE board meeting will be Wednesday, March 28 at 9:00 a.m.

Mary Foley thanked everyone for following through on commitments made at previous meetings.

Steve nominated Dennis Molitor, chairperson, Linda Naeve, vice-chair, and Kristin Taylor, secretary of Excellence in Extension Board. Seconded by Mary Foley. Motion carried.

Dennis asked that a note be made to amend Article 6.2 of the by-laws to move officer elections to the March EIE Board meeting.

Dennis adjourned the meeting at 1:15 p.m.

Respectfully submitted,
Kristin Taylor