

**Alpha Mu Chapter of Epsilon Sigma Phi**  
**Wednesday, February 7, 2007**  
**Board Meeting Minutes**

Present: Annette Brown, Jerry Chizek, Rhonda Christensen, Pat Derdzinski, Lois Hunt, Mary Beth Kaufman, Gene Mohling, Bev Peters, and Denise Schwab.

Gene Mohling called the meeting to order at 9:40 a.m. There were no additions to the agenda.

Minutes of the September 12, 2006 annual meeting were reviewed. Jerry moved to accept the minutes. Bev seconded the motion. Motion passed.

Denise reviewed the budget and treasurers report. Three renewing members after a lapse of years paid the new member dues amount. It was decided to have Jeannie Tibbits contact the individuals to determine if they desired a refund for the overage or to leave it as a donation. Discussion on Friend of Extension recognition expenses noted that the cost was higher this past year because of the number of honorees and the cost of an evening compared to a lunch meal as in past years. In some previous years the Vice Provost of Extension had covered the cost of meals. Lois will inquire of Jack Payne if this could be done again and possibly covering 2006 honorees. ESP will continue to cover the cost of plaques. Mary Beth moved to approve the report, Rhonda seconded the motion. Motion passed to accept the Treasurers reports.

National dues for 2008 (to be collected fall of 2007) will increase by \$10 resulting in renewal memberships to be \$52 and \$60 for new members. Life membership will probably increase to \$160, but this needs to be confirmed. We encourage Sharon Johnson, Life Member Membership committee representative to contact retirees that are eligible for life membership.

Bev gave the membership report. Lists of renewed, new, non-renewal and no response members were reviewed and updated. Board members will contact individuals that have not responded. As of this meeting there are 134 renewal members, 12 new members and 113 life members. It is anticipated that several more will renew in the next few weeks. Anyone who is on a committee, leadership role, or award applicant must have current dues paid.

Rhonda gave the awards report. Awards applications deadline is February 26. Application information is available at <http://www.extension.iastate.edu/awards/>. It was noted that the ESP chapter president should present the plaques to the Friends of Extension with the Vice President for Extension. Past Friends of Extension honorees are listed on the ESP website <http://www.extension.iastate.edu/awards/ESPRecip.html>. This year's honorees will be recognized at the noon meal September 24 during Annual Extension Conference.

Gene gave the retirement report for Sharon Johnson. They have \$100 to use towards their activities for annual conference. Retirees will be at Annual Conference September 24. ESP annual meeting will be at 4:00 p.m..

Lois reported for Global Relations, she is on the national committee. Global Relations is a key focus at JCEP regional meetings. She recommended the World is Flat book. She is seeking displays or posters to take to the conference in St. Louis. She encouraged us to watch the web page <http://espnational.org/GoGlobal/index.htm> and we encouraged Lois to share information on the book and the committee's work through the ESP newsletter.

Two ESP newsletters are prepared each year, one in the spring and one prior to annual meeting. Kim Brantner, as past president, is responsible for compiling and preparing the newsletter to distribute electronically. Committees usually submit articles. Deadlines were set at March 15 and July 15 to have information to Kim.

Pat reported for Issues and Concerns. Retirees have concerns about medical and prescription coverage and processing. It was suggested that annual conference have a session for those who will retire within 2-3 years to help them prepare for retirement including "the things no one told me." A request was made to have specific information beyond medical for those on the federal retirement plan. Other concerns included requests to contact legislators with a short turn around time and what staff can and can't do; fiscal transparency for the system; and retirees desire a more formal and ceremonious annual meeting.

Jerry reported that Professional Improvement Day is March 15 at the Gateway Convention Center in Ames. We discussed the financial situation associated with Professional Improvement Days and ISUCEP as it relates to extra funds.

Mentoring is being rejuvenated and staff are encouraged to be mentors for new staff. Mentoring training is March 15 at end of Professional Improvement Day and into March 16.

Gene gave an update from the ISUCEP Board Meeting. Staff need accurate training on what staff and Extension Councils can and can't do related to legislative contacts.

#### Old Business

Kim's report from National ESP Conference was shared. Gene will be attending in Charleston, S.C. September 12-14. Annette will try to attend. We discussed reimbursements and number of voting delegates. With life members, new and returning members over 150 we have two voting delegates. Denise indicated that registration is usually paid during one budget year and other expenses in the next year.

Gene is working with Jim Hill to get the ESP website updated at the state and regional levels. If anyone has updates, let Gene know and he will communicate with Jim.

#### Other information shared via handouts:

- 2007 National ESP Committee Directory
- Table of Contents for ESP 2006 Chapter Handbook available at <http://espnational.org/>
- Packet of information on Public Issues Leadership Development Conference (PILD) April 23-25 in Alexandria, Virginia.
- ESP Plan of Work for 2007
- National ESP Conference Brochure
- Guidelines for Chapter Officers and Committees
- List of ESP supplies/resources available from national office
- Updated ISUCEP dues form (incorrect one stated New Member dues as \$45, actual is \$50)
- Chapter Certificate Order Form
- 2006 Member Memorial List
- ESP Committee New Appointment Nomination Form for national committees
- 2006-2007 ESP Dates Ahead

**Future Meetings** via teleconference or breeze: April 25 at 10:00 a.m.; August 22 at 10:00 a.m.  
Face-to-face meeting in Hilton September 24 prior to Annual Extension Conference.

Bev moved and Pat seconded a motion to adjourn. Meeting adjourned at 12:15 p.m.

*Respectfully submitted by Annette Brown*