

Ohio JCEP Board of Directors Meeting Minutes
January 26, 2015 | 1:00 – 3:00 PM
Ag Admin Auditorium

Attending: Myra Wilson, Ed Lentz, Patty House, Janet Wasko Myers, Donna Brown, Joy Sharp, Laryssa Hook, Jerry Iles, Curtis Young, Kate Shumaker, Lisa Barlage, Joe Lucente, Brad Bergefurd, Nate Arnett, Kirk Bloir, Pam Montgomery, David Marrison, Lisa Bradley

1. David Marrison, President called the meeting to order.
 2. a. **Membership Report** –Nate Arnett & Patti House Nate reported there are currently 285 OJCEP members. The breakout of National Association members is 73 ANR, 27 CD, 114 4-H, 54 FCS, 16 ANROP, and 8 State Personnel Development Group. ANR is working to get more members for awards (need 76). State presidents need to push to get memberships in on time, especially new hires. It would help if State Presidents had updates on member lists. Patty explained how the memberships are processed through the PD&E office. This year's awards are based on last year's membership numbers. Current dues deadline is mid-November, with dues accepted beyond this for a week or so. Reminders are sent to non-responders. More communication would help. A new way to track this may help. Late members can send dues directly to the National Association without getting credit in the state. The member list can be viewed at:
 - jcep-members@lists.osu.edu
 - b. **Board of Directors Appointments & Installation** - Kirk Bloir, Past President announced Amy Stone is the new ANROP President Elect. Installation will be done at a future meeting.
- 3. Annual Board Organization**
- a. **Upcoming Meeting Dates** were noted
 - March 23 - Ag. Admin. Auditorium
 - May 11 - Carmen Connect
 - June 22 - Ag. Admin. Auditorium
 - September 14 - Carmen Connect; if needed
 - October 19 - Ag. Admin. Auditorium
 - December - Ohio Union Dec 7,8,&9, 2015
 - b. **Board Roster** - David Marrison shared the Board roster with contact information and representation. Members provided corrections which will be made and sent out to Board members. The email list for Board members was shared:
 - jcep-board@lists.osu.edu
 - c. **Board Member Responsibilities** – All agreed on the importance of Board meeting attendance and active committee members. This is what moves our association forward.
 - d. **Committee Membership** – members who signed up for Committees were placed with their 1st choice. On the smaller Committees some were pulled in as their 2nd choice. Some Committees are large.
 - e. **Reimbursement Procedures** – Nate updating these procedures on the website. Board members can request payment for reimbursement, scholarships, and

expenses. It is important to have a paper trail for reimbursements like travel to national meetings, scholarships, and state meetings (no mileage for Board Meetings). Cap is \$1,000 for reimbursement for national meetings.

4. Officer Reports

- a. **President:** David Marrison
- b. **President Elect:** Pam Montgomery
- c. **Past-President:** Kirk Bloir
- d. **Secretary Report :** Lisa Bradley reminded Committee Chairpersons and State Presidents to send a summary report for the minutes. These are needed in a timely manner (within 1 week from Board meetings) (bradley.5).
- e. **Treasurer's Report:** Nate reported he is completing consolidation of 2 checking accounts. There are \$4,000 in ESP endowment earnings. We expect to have \$41,000 in operating income. Memberships to National Associations are the main expense going out. Also sponsorship for national meetings and our delegate costs. Cap of \$1,200 for these expenses was proposed. Recognition & awards costs were \$4,600 last year, which includes the Excellent in Extension award. Scholarship costs are \$4,500 typically. The total budget is \$37,000. A profit of \$3,000 is expected for '15. The budget will be sent out after it is finalized today. The endowment principle is \$91,022.15 which will generate \$4,000+ in interest. Some annual contributions from this include a \$250 annual contribution to the ESP National Development fund, \$100 annual contribution to ESP National in the name of our outgoing President, and a \$50 annual contribution for ESP Life members.
- f. **Analyst Report:** Marilyn Rabe - no report.

5. Retiree/Life Member Report – Donna Brown & Deanna Tribe

Donna reported the retirees have their Snow Bird Reunion coming up on Jan. 28th in Florida. Keith Smith will join them via phone. On Sept. 8th the Retiree Picnic was held at Darby Creek Lodge. The 2015 picnic is scheduled for Sept. 14th. Donna expressed appreciation to the Board for paying the cost to reserve the lodge. Joyce Smith maintains the retiree listserve. Her email address is flowerpot.12@att.net. Anyone wanting added to the list should contact Joyce. In memoriam is Kay Whinnery, former FCS Agent in Harrison County who passed away recently.

6. Committee Reports

- a. **Global Relations** – Stephen Brady – Brad Bergefurd reported.
- b. **Marketing** – Janet Myers The Marketing Committee on January 26 with 2 out of 12 members in attendance. Discussion items included:
 - Vice-Chair will be selected via e-mail
 - OJCEP website is “live” with Kirk Bloir and Cheryl Buck meeting on February 6 to fix some links on the site. Any information which needs to be uplinked to the website should be sent to Kirk and Cheryl.
 - Information concerning the Centennial Celebration can still be sent to Cheryl Buck at buck.19@osu.edu. Until further notice, we can continue to keep the logo on our e-mails/signatures.
 - Table top displays for the Centennial were not developed due to other workload priorities. The Committee will be considering the possibility of designing table top displays adaptable for county use.
 - It was determined that the “JCEP within the State of Ohio” logo cannot be utilized and that no logo is permitted with the current branding.

- The Marketing Committee will work jointly with the Membership Recruitment and Retention Committee on specific projects and goals.
- b. Membership Recruitment & Retention – Patty House Patty reported.
- d. **Personnel** – Ed Lentz – Ed reported that the Personnel Committee met this morning with seven in attendance. Jerry Iles was selected as Vice-Chair/Secretary for the committee. The Committee discussed goals and activities for the year. They will invite the new Human Resource leader, Elayne Siegfried, and Generalist, Amy Burns, to a future meeting to discuss CFAES Human Resources Structure and support for Extension.
- e. **Professional Development** – Pam Montgomery – Pam reported they had a good turnout for their meeting today. Curtis Young is Chair-Elect. They have 30 members on the committee. The Committee held their organizational meeting this cold, snowy morning. A total of 12 members were present and one guest. The members reviewed the activities of the committee in 2014 and discussed possible items for the committee in 2015 which included RIV education (or whatever systems follows the RIV), the possible role the committee might have for the OSUE Annual Conference, the mentoring system, and effective onboarding. The committee continued to discuss the concept of Reverse Mentoring.
- f. **Public Issues** – Cynthia Bond – rescheduled due to weather.
- g. **Resource Development & Management** – Tim Tanner – also rescheduled due to weather.
- h. **Scholarships, Grants and Recognition** – Laryssa Hook – Laryssa reported they have the largest committee. The committee met today with some attending via Carmen Connect and some in Columbus. Cassie Turner will serve as chair-elect to the committee and chair-elect positions were filled for all the subcommittees. Subcommittees were described and those groups will start moving forward to plan for 2015 awards. Committee guidelines will be reviewed, and the committee operating manual will be adapted to reflect the process used in 2014 for service awards selections. Laryssa reminded board members of the necessity of having accurate membership lists for use in balloting. If members are added to professional associations, make sure the this committee is notified.

7. State President Reports

- a. **FCS** –Kate Shumaker & Chris Kendle – Kate reported they have 54 active members, which is the same as last year. This allows us to recognize or forward 2 people for award categories and gives us 2 voting delegates. NEAFCS award applications are due to Kate with a postmark of February 23 – online application with support documentation sent hard copy. State winners must be sent to the National VP by March 15. National Conference presentation and showcase of excellence (poster) proposals are due online February 1. Susan Zies is working with Evaluation to collect Ohio FCS impact data which is due in February 15. Members were sent a link for an online survey. Kate will be attending the JCEP Leadership Conference and Chris will be attending PILD. We continue to have a lot of presence at the National Level. Nancy Stehulak is Central Regional Director – many others as Committee Chairs and members.
- b. **4-H** – Travis West & Joy Sharp – Joy reported proposals were due for the NAE4HA

conference January 15 with submissions being peer reviewed now. Our membership is 113. We are making plans for the national conference (Portland, OR, October 25-29, 2015). Our 4-H in-service is being held February 5th.

- c. **ANR** – Curtis Young & Tony Nye – Curtis reported they have 73 members. Tony Nye is the new VP.
- d. **ANREP** – Jerry Iles & Amy Stone – Jerry reported they have 16 members.
- e. **CD** – Myra Wilson – Myra reported, Godwin Apaliyah is president elect and they have 27 members
- f. **ESP** – Joe Lucente & Lisa Barlage – Joe reported.

8. **Old Business:**

- a. **Annual Conference Evaluation** – Many agreed that 3 days was too long, 2 days was preferred by the group, especially with thinking of county budgets. Many good things were appreciated – posters, research symposium. Why the 3rd day for '15 since this past year it was lengthened because of the 100th Anniversary. Positives – research part, cost, liked Tech Zoo, planned time with posters & Tech Zoo ++. Cost to park, line to park, place to park were issues. Can registration include parking pass? Questions on how the planning committee was formed. Need representation from all areas and selection needs to be done properly. Meals were good, some didn't like the boxed lunch. Poster room was really loud (acoustics). Breakfast bar the last day was not a favorite. Very cold in the big room. The key note speaker was great!! He was very engaging without a PPT! The band was great!! Great banquet, beautiful. Empty seats for evening banquet were noticed. The banquet day was long. We need an exception on no mileage for close counties to attend. Kudos for planning committee – great job!!
- b. **Ohio Delegates to JCEP Leadership Conference & PILD**
- c. **Other Old Business?** - none

9. **New Business**

- a. **Approval of 2015 Budget** – Nate proposed an expected \$41,000 in income and \$38,025 estimated in expenses. Nate will send the proposed budget out for review so it can be voted on at the March meeting. Lisa Barlage moved to approve the budgeted amount of \$1,200 for JCEP National Meeting. Kirk seconded the motion. Included in the motion was approving the budget for the North Central JCEP meeting – 6 delegates, total \$7,200 and PILD – 6 travel scholarships @ \$1,200. Motion passed.
- b. **Other New Business?** - none

10. **Announcements:**

- a. Officers and committee chairs should email a written report to Secretary Lisa Bradley within one week of meeting.
- b. Other?

- 11. **Adjourn** – meeting adjourned at approximately 3:00 pm. The next meeting will be March 23rd at Ag. Admin. Auditorium.