

Chi Epsilon Sigma Board Meeting

Tuesday, November 8, 2016 @ **10:00 am**
Nationwide & Ohio Farm Bureau 4-H Center
2201 Fred Taylor Drive, Columbus, OH 43210
Gehres Room 214 (also available via carmenconnect)

Agenda

Parking at the Nationwide and Ohio Farm Bureau 4-H Center

Remember a parking permit!

Call Meeting to Order

Roll Call

- Tonya Adkins
- Dawnn Brown
- Emily Cordes
- Debbie Delp
- Julie Evans
- Amanda Forquer
- Teresa Funk
- Ashley Gerber
- Lee Ann Hiatt
- Angie Keshock
- Paige Matney
- Peg Meents
- Michelle Moon
- Lisa Murphy
- Crystal Ott
- Faye Wilson
- Beth Young

Guests: No guests were present

Secretary's Report – Dawnn Brown

Minutes – August 25, 2016 CES Board Meeting

Treasurer's Report – Lisa Murphy

Financial Report

FAS Report: 061003 CES Support Staff Association

Previous reported Balance: \$15,213.63 (7/31/16) Current Balance: \$15,086.43 (9/30/16)

309154 Chi Epsilon Sigma

Previous reported Balance: \$6251.36 (7/31/16) Current Balance: \$7405.36 (9/30/16)

Huntington Accounts

Checking

Previous Reported Balance: \$7266.22 (7/31/16)

Current Balance: \$7091.22 (10/31/16)

Officer Reports:

Past Pres. - Debbie Delp:

- Will be covered under the Support Staff Award

Vice President – Michelle Moon

Membership Secretary – Paige Matney

Annalist – Peg Meents

Administrative Liaison – Beth Young

Historian – Julie Evans, Pike County

Mentor Coordinator – Lee Ann Hiatt:

- Lee Ann met a couple of new support staff @ TERSSA & has been in contact with them since the conference which reinforced her goals of mentor matching.

CFAES SAC – Amanda Forquor:

- Annual Banquet coming up.
- Appreciation events were held in Columbus, Piketon, and Wooster
- Appreciations will continue this coming year thanks to the Dean's office support.
- Amanda Forquer will move to an "at-large" Extension Rep to CFAES SAC & Terri Fisher will move into the CES rep to CFAES SAC.

Campus/Central Director - Ashley Gerber

- No report

Southwest Director – Tonya Adkins

- No report, unable to attend

SE Region Director - Faye Wilson:

- Excited to report that their NEW 4-H Educator starts next Monday!

Northeast Director – Angie Keshock

- No report, unable to attend

Northwest Director – Emily Cordes

- No report, unable to attend

Emeriti Director – Teresa Funk

- Nothing to report

Committee Reports

Fundraiser - Beth Young:

- Beth has sent 2 emails to ext. misc. list, already has 5 donations, perhaps not have a minimum bid, will we have it for both days, will send more messages out.
- Someone told Beth they did their auction without a starting bid and they have higher bids.
- Linda Good said that we had baskets go for almost nothing.
- Discussion that we could come up with a % of the value of the starting bid – 33% was suggested & Beth will check with Vickie Snyder on the history of starting bids has been for CES & will get back with us.

Recognition - Julie Evans:

- Julie was not able to participate as they are without a 4-H Educator. Has sent out all of the fall awards and they have been forwarded to the judge;

Membership & Years of Service – Paige Matney

- Working on this

Nominating Committee – Michelle Moon

- 1 ½ weeks to put the board together. Some positions are filled, some folks are interested, and some still need filled.

Fundraising – Beth Young

- Nothing additional

CES Annual Meeting – Crystal Ott

- 10 – 15 people volunteered to help plan, Jared will know about room in a week or so
- 30th Anniversary – some kind of celebration, all will happen in one hour!
- Dr. Rennekamp will attend!

TERSSA 2016 Annual Conference - Linda Good, Kathy Mohler:

- Linda has been asked to develop a presentation on TERSSA during the evening associations meetings.
- It is time to party!

Budget & Finance – Lisa Murphy

- No report other than what was covered earlier

Outreach – Debbie Delp

- Nothing to report

Professional Improvement – Michelle Moon

- Nothing to report

Constitution & By-Laws – Deb Delp

- Lots of things bouncing around in her head but has been diverted from her goals this year.
- Thoughts include developing a calendar of position responsibilities, deadlines, calendar, etc. If you have ideas/suggestions, send to delp.2@osu.edu

Membership & Annual Meeting Scholarship – Co-Chairs: Paige Matney & Dawnn Brown

- At least one application for annual meeting was received

Annual Conference Activities – Crystal Ott

- Working on activities for EAC

Recognition – Julie Evans

- Already mentioned

Mentoring – Crystal Ott & Lea Ann Hiatt now Lee Ann Hiatt & Michelle Moon

- Mentoring ideas had been submitted

Excellence in Extension Award – Paige Matney & Deb Delp

- 3 – 4 nominations were submitted for this year

TERSSA 2016 Annual Conference – Linda Good

- Due to all of the work of the conference planning committee the conference evaluations were all very good. Thank you to the planning committee.

Old Business

TERSSA Finances – Mary Ann Guthrie

- Overall the finances look good. We have a report but there are a couple of things yet to come in and of course there are always surprises.
- Debbie has invoice for awards but Linda says that TERSSA awards come out of the TERSSA funds and not out of the conference budget.
- The Westin gave us a break on a couple of line items, which helped.
- We did not send out thank you gift cards to speakers but we need to discuss this.
- Teresa advised that all speakers that were not paid a fee received a bag with the exception of Cassie Anderson & Carolyn Belzek (Baskets of Love).
- Amanda asked if we can pay for Carolyn's mileage and it was Ok'd by Linda Good.
- Discussed giving speakers/presenters gift cards to: Cassie Anderson, Teresa Johnson, Amanda, Mark Light, and Danae Wolfe.
- Amanda Forquer said that Advancement has some amazing trinkets that they might donate. We have to think about delivering them...we could deliver by hand @ Annual Conference.
- Gift cards for everyone & gifts (donated) for Cassie & Carolyn.
- Teresa will find out about the gift card value rule to avoid taxing.
- Amanda will find donated gifts.

Honorary Members

Group discussion:

- Last meeting we discussed Roger Rennekamp & Jared Morrison
- All the regional directors have been incredibly supportive & why not have more than 1 honorary member?
- Deb Delp said that one year we nominated the whole business office.
- Crystal will work on finding out the CES Rules on multiple honorary members.
- Deb sent the link for who are already honorary members.

New Business

Annual Meeting Prep – thanks to those that volunteered, look for e-mails from Crystal, officers – make sure that you look at your duties & responsibilities.

Support Staff Excellence Award – Crystal Ott & Paige Matney

- Crystal & Paige both found the process very cumbersome.
- It was originally modeled after ESP's nomination.
- It requires the nominators to do a lot time-consuming work and asks that they do a lot of research for things they may not know about the nominee.
- See ESP's requirements – online(?)
- Teresa commented that over the years people have said that our nomination process is too cumbersome and they don't have time to do it – unfortunately.
- Teresa shared the ANR nomination & application process: Nominations are made by members of the ANR Extension Program Area & then the nominees are notified that they have been nominated and are given from 2 – 4 weeks to submit their applications. Teresa typically sends reminders to the nominees that their applications are due. All of this is done electronically.
- Overall, the awards/nomination committee will take this information under advisement

Changes to the CES Standing rules - Deb Delp

- Deb said that while she won't be the past president next year, she am willing to continue to work on this.
- Crystal Ott said that as the future past president, that she is perfectly fine with that.
- Deb would like us to continue to send in ideas, etc.

Other New Business

As we do from time to time we had someone that is on our current board not understand the rules for CES enrollment. They thought that since they were a 2-year board member that they were a member for 2 years. They have now submitted all of their membership paperwork and we need to decide whether to accept them.

Discussion:

Teresa Funk & Amanda Forquor– not a big deal since it is a new member that went on the board as a brand new member.

Lee Ann Johnson– moved to make an exception in the membership deadline to accept this membership application.

Amanda Forquer 2nd the motion.

Vote – Motion Approved.

Call for motion to adjourn was requested by Crystal Ott, President

1st motion to adjourn – Amanda Forquer

2nd Angie Keshock

Vote – Motion Approved

Meeting was adjourned.

Submitted by: Teresa Funk