



Chi Epsilon Sigma Board Meeting

Wednesday, May 14, 2019

10:00 am via Zoom

Minutes

Beth Young, 2019 CES President, called the meeting to order.

Attendees: Terri Fisher, Ashley Gerber, Linda Good, Marianne Guthrie, Lee Ann Johnson, Heather Keller, Carol Wagner, Beth Young, Kim Howard, Judie Gaerke, Chris Byrd, Brittany Rohr, Shannon Castillo

Secretary's Report: Linda Good

Motion to approve: Marianne Guthrie, Seconded by Ashley Gerber. Minutes for March 13, 2019 CES Board meeting were approved and requested to be posted to the CES website.

Treasurer's Report: Marianne Guthrie – presented Financial reports. Motion to approve: Carol Wagner; seconded: Brittany Rohr. Reports approved

Operations Report: Carol Wagner reported performance reviews and civil rights reviews are ongoing.

Officer reports:

Past President: Angie Keshock – nothing to report

Vice President: Adam Ziadeh – nothing to report

Membership Secretary: Paige Matney – nothing to report

Annalist: vacant

Administrative Liaison – vacant

Historian – Lisa Parker - nothing to report

Mentor Coordinator: Ashley Gerber - nothing to report

SAC director – Terri Fisher – Working on the website; SAC is giving lunch bags to all staff as a thank you (given to area leaders); more events coming this summer

Campus Director – Vacant

Southwest Director – Carol Wagner - nothing to report

Southeast Director- Lee Ann Johnson – emailed her area staff; working on TERSSA display for Support Staff Professional Development Day

Side note: Teresa Funk has the CES display; Beth will bring it

Should have a CES/JCEP brochure for attendees; Beth will work with Kathy Tutt on a brochure – board indicated the need for clear benefits of joining JCEP

Northeast Director – Heather Keller - nothing to report

Northwest Director – Emily Cordes - absent

Emeriti Director – Teresa Funk – absent

Committee reports:

Membership & Years of Service – Paige Matney – nothing to report

Nominating – Adam Ziadeh – absent

Fundraiser – Beth Young – See old business below

CES Annual Meeting – Beth Young – nothing to report

Budget and Finance – Marianne Guthrie – Will be meeting with JCEP Treasurer:

- TERSSA will remain a line item in 061 fund
- CES Checking account will close
- Gifts to CES will remain the same

Outreach – Angie Keshock – absent

Professional Improvement – Adam Ziadeh - absent

Constitution and Bylaws – Angie Keshock – absent

Membership and Annual Meeting Scholarship – co-chairs Paige and Linda.

Linda needs to check in with Paige to see what needs to be done.

Annual Conference Activities – Beth Young – nothing to report

Recognition –

Mentoring – Ashley Gerber – nothing to report

Excellence in Extension Award – Paige Matney and Angie Keshock – nothing to report

Old Business:

CES and JCEP Committee reports –

Professional Development Committee – Linda Good and Adam Ziadeh

JCEP PD committee is planning a survey to gauge all staff PD needs; JCEP is donating \$250.00 to the Support Staff PD day to cover branded folders and Fleece for the Linus Project Wednesday evening.

Personnel Committee – Marianne Guthrie – reported the OCIO discussion is college driven

Membership and Recruitment Committee – Beth Young

- Updating JCEP brochure with Kathy Tutt
- Will be a JCEP presentation during Support Staff PD Day (and encourage CES members to become participants on JCEP committees)

CES Website updates: Cheryl Buck can make minor adjustments

- Sarah Mays can make updates
- Can CES become part of the JCEP website?

Vacant Annalist Position – still open

Silent Auction at Conference –

- Carol Wagner volunteered the LOD Team to head this event

New Business:

TERSSA Update – Linda Good – report was emailed prior to meeting. Highlights:

- Lee Ann Johnson is updating the TERSSA traveling display
- The Webmaster is waiting on the transfer of JCEP accounts from the 2018 Treasurer to the newly elected 2019 Treasurer before moving to a new website
- Next TERSSA Board meeting will be in June
- Updated TERSSA marketing flyer will be available for the Support Staff PD Day

Welcome Lisa Parker to the CES Board: Serving as Historian

Support Staff Conference: Date reminder – May 30, 2019

Extension Annual Conference – Save the Date – December 16-18, 2019

Other New Business – Linda Good reported she resigned from the JCEP Professional Development Committee due to staff changes.

Adjournment: Motion for Adjournment by Lee Ann Johnson and Seconded by Carol Wagner.
Meeting adjourned.

Upcoming meetings:

September 10, 2019 via ZOOM

November 12, 2019 in Columbus

Respectfully submitted,

Linda S. Good
2019 CES Membership Secretary