

CES Board Meeting

February 11, 2016

In attendance: Marianne Guthrie, Christine Benson, Teresa Funk, Dawnn Brown, Debbie Delp, Paige Matney, Peg Meents, Lisa Murphy, Crystal Ott, Beth Young, Angie Keshock, Ashley Gerber, Tonya Adkins, Julie Evans

On Carmen:

Crystal called meeting to order @ 10:08 am.

Roll call on agenda

Dawnn Brown-Secretary's Report: Deb moved to accept Secretary's minutes from November 12, 2015 meeting; seconded by Teresa. Unanimously approved.

Lisa Murphy-Treasurer's Report: Lisa shared Treasurer's report. The Huntington checking and savings accounts were merged into one non-interest bearing checking account. Silent auction proceeds of \$1701 will reflect in February bank statement. Account balances shown below as of January 31, 2016.

FAS Report: 061003 CES Support Staff Association

Previous reported Balance: **Current Balance:** \$14,201.37

309154 Chi Epsilon Sigma

Previous reported Balance: **Current Balance:** \$2,486.36

Huntington Accounts (Savings & Checking accounts merged)

Non-Interest Bearing Checking

Previous Reported Balance: **Current Balance:** \$7,266.23

OFFICER REPORTS:

Debbie Delp-Past President: Deb will be available to assist Crystal in getting acclimated as new president. Deb is also assisting with bylaws.

Peg –Annalist: Peg discussed the CES Newsletter.

Beth-Administrative Liaison: Beth will report on wrap-up of annual conference.

Julie –Historian: Julie was pleased with the Annual Conference and CES newsletter.

DIRECTOR REPORTS:

Ashley -Campus Director: Ashley joined the board in October 2015. She has recruited Zac Cooperrider. She is currently working on a list of prospective CES members and will follow-up with Christine Benson for additional information.

Tonya -Southwest Director: Tonya sent email to Southwest CES & Melinda Good. She also sent a card on behalf of CES to Melissa Waters for the birth on her son Tobias.

Angie -Northeast Director: Angie sent email to Northeast CES. Michelle Moon sent an email regarding NE region retreat.

Teresa Funk-Emeriti Director: Teresa has not connected with Kathy Booher as of yet. She is also seeking to connect with Emeriti.

Fundraiser/Silent Auction: Beth gave report on CES activities during Annual Conference. Good location for the silent auction; poster presentations & health screenings went well. She made a suggestion not placing a starting bid on baskets for future silent auctions.

Budget & Finance: Lisa asked if there was any additional financial information Marianne needed her to submit. Marianne said no however she would like a copy of the transfer scanned and emailed to her.

Outreach: Debbie explained this new committee was formed in an effort to encourage other states to form CES chapters; she has been in communication with a representative in Maryland. Marianne mentioned that the TERSSA brochure has been updated with current CES information and she will contact Maryland again.

Debbie reported that bylaws are in good shape and will continue work on rules and handbook. She will also begin to determine information that needs to be updated or removed. She hopes to have a draft by the next board meeting and to have changes approved between August & November.

OLD BUSINESS:

Review Committee Structure: One of the goals is to recruit new members for CES committees. A handout with the CES standing committee assignments and timeline document were distributed to the board. Debbie mentioned that the timeline document is based on Annual Conference occurring in October. Debbie suggested that Outreach work on CES standing committee assignments.

Mentoring: A suggestion was made to compile information from Annual Conference and CES committee and submit as a proposal to HR and new Extension Director.

Debbie suggested the proposal be presented to new Extension Director before Administrative Cabinet retreat where planning takes place. Teresa mentioned the importance of making the voice of CES heard with county representatives who are members of Cabinet.

Debbie suggested asking coworkers what they would like to see in a mentoring program.

Teresa suggested that CES have a presence at the Regional Director's retreat.

NEW BUSINESS:

Teresa made a motion to appropriate \$50 per region for support of regional staff retreats. Unanimously approved.

ADJOURNMENT:

Motion to adjourn meeting was made and seconded. Unanimously approved.