



Chi Epsilon Sigma Board Meeting

December 15, 2000

Joe's Crab Shack, Columbus OH

9:00 - 11:30 a.m.

Members present include: Michelle Chambers, Cheryl Engle, Veronica Wilcox, Monica Jones, Karen Barnhart, Marie Bouic, Dawn Ford, and Linda Ferguson

President Michelle Chambers called the meeting to order and welcomed all present.

Michelle announced that the 2001 Support Staff Conference will be October 29, 2001 at the University Plaza Hotel on Olentangy River Road in Columbus.

Meeting dates for 2000/2001 Chi Epsilon Sigma officers and directors:

April 6, 2001 at the Derr Dutchman near Plain City at 9:30 a.m.

August 3, 2001 - to be determined

Marie made a motion to accept minutes of the last meeting with the change noted. Monica 2nd the motion.

Treasurer's report was read. We have a balance of \$3,385.99 in our checking account.

Proposed Budget: Michelle explained that "road trip" means our money making trip give-away. A discussion was held as to whether or not we should open up the raffle ticket sales. After discussion Monica made a motion to sell only to support staff and program assistants. Michelle 2nd the motion. Dawn questioned if we would sell as many raffle tickets next year if we only have a one day conference. Cheryl stated that we need to start selling earlier, perhaps at Go BUCKS. There were several other locations suggested for the give-away trip next year including Chicago, Eleanor Ames' B&B in Virginia, and the Poconos. Cheryl is going to get information from AAA, FAX the information to the officers and directors, then have a conference call to determine which would be the best deal.

We would like to continue selling CES T-shirts and canvas bags and will ask Millie Scheid from Communications and Technology about getting these for us.

Dawn made a motion to accept the proposed budget. Marie 2nd the motion. Cheryl suggested adding an "outreach" expense item to the proposed budget. Michelle made a motion to accept the amended proposed budget. Marie 2nd the motion.

Michelle reminded those present that the Standing Rules state that CES district directors are responsible to order and pay for funeral rose bud vases. They then need to send a reimbursement form and receipt to the treasurer. If there are problems (i.e. director has no credit card), then contact the treasurer to order the bud vase.

Marie, Membership Secretary, reported that there are a total of 179 CES members this year.

Cheryl gave an outreach report. She stated that West Virginia will be voting soon and have asked her and Karon to return to install officers. West Virginia will be the 4th chapter, Delta Chapter. They are asking for the development of a National CES logo, perhaps having a National CES meeting. Cheryl thinks it is very important that CES be represented at galaxy meetings and in the Journal of Extension so that other states will know of our existence.

Cheryl gave a brief report on the Gatlinburg Trip. The winner was Tammy Hamilton, FNP Program Assistant from Scioto County. She plans to take a spring trip and will write an article for our newsletter when she returns.

Michelle gave a report on the 2000 CES banquet. There were only 27 evaluations returned but they were positive. Marie asked if we could recognize the 15 year members in a different way next year as she had a complaint. Cheryl asked Marie to get information and bring ideas to the next meeting.

Michelle asked us to think of ideas for the business meeting at the 2001 Support Staff conference. Michelle gave several suggestions. Discussion was held.

Cheryl and Michelle will represent CES at the District Directors meeting, which is part of the Administrative Cabinet meeting.

Pat Myers from Logan County is in charge of updating our CES listserv. The entire membership is CES; FRAT will reach the officers and directors. Each individual will now receive their own mail instead of it going to "county". Michelle is going to send holiday greetings to each member and she encouraged the directors to do the same.

Shelia Blevins will continue to be in charge of the newsletter contest for 2001.

It was decided that we need a trifold pamphlet to promote CES. Veronica volunteered to put something together for our next meeting.

In the packet of information that Michelle handed out there was information about the CES November 14th mentoring conference call. We should direct questions about the mentoring program to Liz Barringer-Smith.

Cheryl handed out updated CES letterhead stationery.

At the 2001 Go BUCKS conference, Cindy Kaelber from Delaware County, is trying to develop 4 tracks for support staff. Any ideas or suggestions should be directed to her. Veronica will put up CES displays at the conference.

Karen Barnhart gave a report on the David Crawford family. David is the agent from Stark-Summit Counties who is battling cancer that we chose to sponsor at the 2000 Support Staff Conference. There were approximately 100 cans of food, \$85+ in cash, and a phone card donated to David and his family. Michelle passed around a thank you card from David for all to read.

Cheryl received 1st place, computer generated presentation in the ESP Tools for Teaching Awards contest. She also received Honorable Mention for developing the Gatlinburg promotional brochure. Cheryl handed out certificates to all the team members.

Cheryl passed out a report on the coffee money-making project and a discussion was held. She suggested we could sell single packets of coffee and gift sets with several bags of coffee and coffee mug at Go BUCKS. Another suggestion is to sell coffee at OSU games by setting up a booth on High Street on game day. We would need special permission to do this but Cheryl knows of someone in the Athletic Department who could help us. Cheryl will e-mail a survey to our membership in January to ask each county for a commitment.

Michelle thanked everyone who has helped her and adjourned the meeting.