



Chi Epsilon Sigma Board Meeting

August 8, 2002

Community Development Conference Room

Officers Present: Karen Barnhart, Lee Ann Johnson, and Kathy Picklesimer, Jill King

Directors: Dawn Ford, Karen Oberrath, Monica Jones, Pat Myers

Due to the absence of Cheryl Engle, Karen Barnhart called the meeting to order.

Lee Ann Johnson moved to accept the treasurer's report. Dawn Ford seconded the motion.

Karen Oberrath moved to accept the minutes. Monica Jones seconded the motion.

Kathy Picklesimer stated that there has not been any activity in the CES Development Fund for over a year. Discussion was held on closing out the account. Karen Oberrath is going to talk to Linda Johnson about our options for this account. Lee Ann Johnson will talk to Becky Hooper to find out about the background of this account and why it was started.

OLD BUSINESS

CES Membership Drive

The packets were received in the county mail on Monday, August 5th. The deadline for enrollment is August 31, 2002. The membership form stated that the fee was \$12.00. Through an e-mail from all of the officers, it was decided to raise the dues to \$15.00. Jenny Lindimore sent an e-mail informing members of the mistake. If someone sends in the wrong amount, she will contact them for the correction.

EnVision & Extension Communique Articles Published

An article was submitted by Jenny Lindimore on the "CES Membership Drive" and by Lee Ann Johnson on "Chi Epsilon Sigma Provides Development Opportunities for Extension. "

Chi Epsilon Sigma Webpage

Thanks to Lee Ann Johnson, as of July 31, we have our own home page @ <http://www.ag.ohio-state.edu/~ces/ceshome.htm>. Twelve people have responded that they have gotten our newsletter.

Mentoring Program

Linda Kutilek described the mentoring program. She stated that 3 of the 5 districts have had training. The Southwest is scheduled for September 4. One of the problems appears to be the information is not reaching everyone. Pat Myers ask what the directors of CES could do to help promote this program. The turnover for Support Staff is only about 8%. There is not a great need for a large number of mentors, but it is nice to have them in place when needed. Linda Kutilek will attend the annual meeting in October to discuss the program. Directors, Jill King and Lee Ann Johnson will meet sometime during the Support Staff Conference to discuss the program and how the directors can help. Karen Barnhart will work on a draft of the job description for the director, concerning the mentoring program.

NEW BUSINESS

Chi Epsilon Scholarships for 2002

Karen Barnhart will serve as the Scholarship Committee Chair. Linda Kutilek, Barb Brackman and Lee Ann Johnson will complete the committee. Applications will go out to all members with the September newsletter. Karen will have the letter to Barb by September 1st. Two, \$200., awards will be given out during the October 16th CES Luncheon.

By-Laws and Constitution Changes

Lee Ann Johnson is the chairman for this committee. The committee met by a conference call on July 31st. The proposed changes were passed out. The changes are also available at our web site and will be mailed out with the September newsletter. Barbara Brackman will present the changes to our members for a vote at the October 16 meeting.

Nominations for 2002-2003 CES Officers & Directors

One of the changes proposed in the new by-laws would be to drop the office of President Elect and have the Vice President become the next president. Here is a list of the vacant positions and members who have agreed to have their name on the ballot to serve as officers and directors for 2002-2003.

Vice President - vacant at this time

Annalist - Lee Ann Johnson, East District

Historian - Judy McFarlin - Ashland County

Administrative Liaison - Jill King, Leadership Center

East District Director - Kay Clay, Guernsey County

Northwest District Director - Gail Ritzler, Lucas County

South District Director - vacant at this time

SAC Director - Kathy Bulka, Medina County (awaiting confirmation from her)

Barbara Brackman will present the new roster of 2002-2003 Officers and Directors to the members at the annual meeting.

Lee Ann passed out a draft, of "Officer & Director Nomination Form", to be signed by the CES Member and their supervisor. This form lists the duties and what is expected of them as an officer or director. Signing this is their commitment to the job they have agreed to and information for their supervisor as to what the expectations are of the officers.

Discussion was held on how to get better attendance at the board meetings. The December 5th meeting is a key meeting because this includes past, present and new officers. We are going to try and have the meetings on the 1st Thursday. The dates for the 2002-2003 meetings are December 5, April 3rd, August 7th, October 2nd. The place for the December meeting has not been determined. Karen Oberrath is checking on places for the December 5th meeting. The April, August, and October meeting will be at the Community Development conference room.

E-mail List

Pat Myers have been taking care the e-mail list for a long time. This job will now be assigned to the membership secretary.

Secret Friend Activity

Pat agreed to continue to be in charge of the "Secret Friend Activity".

Annual Meeting

Cheryl has asked for a 2hour luncheon timeslot from 11:00 – 1:00 p.m. for our CES Annual Meeting Program.

Draft of Agenda:

- There will be a 1 minutes Silent-Tribute to September 11th Victims and their families.
- Lee Ann Johnson moved to not have an Honorary CES Member for 2002. Pat Myers seconded the motion. Shirley Brook-Jones will be recognized as an honorary member from 1989.
- Welcome new members and give them candles that were left over from last year.
- Install the 2002-2003 officers. – Kathy Bulka, Medina County
- Years of Service Awards – Jenny Lindimore, Morgan County
 - (Need to check with Marie Bouic, Union County, and Linda Ferguson (Hardin County) to see what cut off date they used to determine these awards.
 - Check to see what awards are left from last year.
 - Ask Linda and Marie where they purchase awards at in 2001
- Newsletter Contest deadline is August 31, 2002 – Coordinator - Sheila Belvins, Scioto County,
- Secret Friend – Coordinator, Pat Myers, Logan County
- "Bountiful Harvest" Theme Basket Raffle
 - Each officers needs to bring their gifts to the October 4 board meeting or bring it early to the Support Staff Conference and give to Cheryl or Karen. Gifts suggestions are canned goods, placemats/napkins, picture frames, throw blankets, etc. Autumn-related items, or anything you can think of to be thankful for.
- The item for favors is going to be a paper cube with the logo on each side at a cost of about \$2.43 each. Kathy Picklesimer will take care of ordering these.

Epsilon Sigma Phi National Conference – October 16-19

Lee Ann reported on the National Conference.

We need to confirm those who are interested in attending and for the length of time. Lee Ann will be attending part of the time. Others interested are Pat Myers and Becky Hooper. Need to register to participate in any of the meetings or attend the meals. The cost is \$150.00. Lee Ann has reserved a East District van. The first day of the conference is the same day as our Support Staff Conference. The group will leave after that. Looking into checking to see if attendees can use out of state travel money.

Discussion was held on have candy buckeyes available on our display table. It was decided to obtain real buckeyes. Karen Barnhart, Karen Oberrath, and Kathy Picklesimer will try to get some.

CES Newsletter – September

The next newsletter will be published in September. The deadline for articles in August 31, 2002.

Articles and Authors to be included:

- Emeriti profile – Need to contact Marilyn Bloom
- Nominated officers & Director Bios
- Scholarship Application Packets
- President's Article
- Annual meeting Publicity Blitz
- Constitution and By-Law changes
- Secret Friend

Where is it?

Looking for the CES Banner. Ask if anyone knew where it is.

Next Meeting – October 4

The next meeting will be held October 4 from 10:00 – 3:00 at the community Development Conference Room at Ackerman.

Respectfully submitted,

Kathy Picklesimer

Secretary-Treasurer
Chi Epsilon Sigma