



Alpha Chapter Board Meeting Minutes December 5, 2002

Board members present: Karen Barnhart, Jill King, Peg Meents, Pam Assenheimer, Karen Oberrath, Judy McFarlin, Kathy Bulka, Marilyn Bloom and Pat Myers. Guests included: Beth Flynn, Christine Cugliari and Linda Kutilek

The meeting was called to order by Karen Barnhart followed by a get-acquainted activity presented by Beth and CeCe. They explained that leadership starts within. Effective leadership is a relationship in a community. Everyone in attendance shared their personal artifact and shared what that represented about and to them.

The minutes of the last meeting were reviewed. Marilyn Bloom made a motion to approve; Judy McFarlin seconded; motion carried.

Reviewed Annual Meeting. Evaluations showed that people did not like the time frame. Next year's conference should be held on December 9. We discussed how much time we actually need to adequately do our program. We would rather not have our meeting over lunch. It might be good to have a breakout session specifically for CES on either side of lunch, or have our annual meeting while all other professional meetings take place. Peg Meents will be sharing our concerns with the committee for next year's conference as she will represent CES on the committee.

Discussed the need for seminars applicable for support staff at conferences when all extension are encouraged to come. It needs to be worthwhile for support staff to attend. Karen will share these concerns with Keith at the organizational presidents meeting.

Connectedness Committee. Who is our representative on that committee? Is Cheryl Engle will in that role? Is she representing CES? Karen Oberrath will do some checking in Columbus and Karen Barnhart will check with Cheryl.

Scholarships. A comment was made that the same people win. Is this a concern? The guidelines state you can win every other year, which is what happened this year. After discussion, the group felt it was not a problem. We have so very few that apply, why tell more that they cannot? Perhaps as a way to promote the scholarships more, the district directors could contact their members and encourage them to apply.

Development Account. Karen Oberrath reported that she checked into our account. It is fund 309154 org 66012 and has a current balance of \$161.34. It is housed under EDN (Employee Development Network). Last year there was only one donation made to the account. But this year someone has chosen to have a payroll deduction/auto deduct to this fund. There are currently no guidelines for use of this money. Marilyn shared that it was originally started when employees were being asked to make donations to any chosen

account. This was put into place for support staff to have an option which applied to them. We discussed that we need to market this account and let members know about it in the event they too would like to contribute. The group felt an article in the newsletter and also information on our webpage would be helpful. [Lee Ann – can you take care of these items? Thank you in advance.]

Budget. Questions were raised concerning the extra spent above budget for annual meeting. Without Kathy (treasurer) in attendance, we were unable to answer. We'll review at our next meeting.

Fundraiser. Discussed whether we would need a fund raiser for this year. Pam made a motion to not have a fund raiser this year, seconded by Peg; motion carried.

Attendance at board meetings/inclement weather situations. Jill was asked to be a check-in point for people who can't make a board meeting due to bad weather. Everyone else would likely be on the road already and unreachable. Jill is in the office at 7:30 a.m. or you can leave her a voice message.

Stationery. Kathy will update letterhead and expense forms and provide for us.

Budget Proposal for 2003. We briefly discussed with the information we had available, but decided to wait until our next meeting when Kathy would be able to attend. Karen O. suggested that we add a column for In-Kind items to give a truer picture. Examples that could be listed are: travel, door prize items donated by board members, cards sent/donated by district directors, etc.

Job Responsibilities. Reviewed the job responsibilities for newly elected positions on the board.

We broke for lunch at this point. The District Directors met with Linda Kutilek and reviewed their roles in the Mentoring Program.

After lunch, Beth and Cece led the group in activities/discussion relating to team building and leadership. The activities were very fun and educational. We were working together for a common goal. It required us to share and listen to each other. You need to appreciate everyone for who they are. Be who you are – everyone has your own unique talent. Our final activity was to make a 'gift box.' Jill led this activity where we created boxes from greeting cards. It reminded us that everyone brings a different 'gift/talent' to the organization. In closing, Beth and Cece shared about emotional bank accounts. You cannot withdraw money from an empty bank account, therefore, you cannot draw from others if you have not invested something. You need to make an investment/get to know others so you can building 'accounts' with them. Without investing in them, you cannot make withdrawals. Share gifts with each other. Be a giver as well as a receiver. Make deposits in other people's accounts so when you need to reciprocate, you have made an investment.

We brainstormed on how to make/keep members feeling connected. It is very easy while on the board to feel a part of CES, but as members, we need to continually work to make those folks feel involved.

Stages of Team Development:

Stage 1 Forming

Stage 2 Storming

Stage 3 Norming

Stage 4 Performing

Stage 5 Maturing or Declining

Other Items for Discussion.

- Discussed how difficult it is to have a single rose in a bud vase delivered in the event of a death. Florists want to charge extra for delivery. We also discussed the possibility of no longer sending roses, but rather make a donation to the CES Development Account in memory of the deceased and send a card to the CES member/family stating that. This would also eliminate the time factor. Often we don't hear of a situation until it is too late to send anything. We will discuss further at the

April meeting.

- Peg made a motion, seconded by Kathy to make a \$10 contribution to the Development Account in memory of Marilyn Bloom's mother who passed away recently. [Kathy – as Secretary/Treasurer – would you please take care of this? And also send a sympathy card to Marilyn stating the memorial contribution has been made. Thank you in advance.]

With no further business, Beth made a motion to adjourn, seconded by Jill.

Happy Holidays!

Respectfully submitted,
Pat Myers, Acting Secretary in the absence of Kathy Picklesimer

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