



# Alpha Chapter Board Meeting Minutes April 3, 2003 700 Ackerman

Board members present: Karen Barnhart, Marilyn Bloom, Kaye Clay, Lee Ann Johnson, Pam Assenheimer, Laurie Callan, Peg Meents, Judy McFarlin, Kathy Bulka

## OLD BUSINESS

### Review of Minutes

The minutes were reviewed from the December 5 board meeting as well as the treasurer's report. Lee Ann made a motion to accept the minutes and treasurer's report as written. Pam seconded. Motion carried.

### 2003 Budget

Kathy Picklesimer was unable to be at this board meeting so we do not have a budget to discuss for 2003.

### ESP Conference

Lee Ann gave a report regarding the outreach from the ESP National Conference in Kentucky. Several states expressed interest, took a promotional flier and business card and asked questions about CES. It has been six months since the conference so follow up should be made to those that took literature. Lee Ann will get the information summarized and forward to Cheryl and will work with her in getting follow up letters mailed.

### Jo Jones' Reception

Cheryl Engle was unable to attend this meeting but sent information with Laurie from Jo Jones' retirement reception. The materials will be put in the scrapbook. Cheryl represented CES at Jo's reception.

### Connectedness Committee

Regarding the Connectedness Committee, Cheryl has told Karen that she is the CES representative on this committee. However, in these budget times, the committee has not been active.

### Staff Advisory Council

Laurie reports that she has attended the SAC meetings. She is on the Distance Learning Subcommittee. They are looking to encourage more satellite/video conferences and undergrad courses through the video conference and not just grad courses. Laurie has also put her name in a drawing in which the winner (two individuals) get to spend the day with Bobby Moser, attending the meetings that he has, etc.

#### Development Account

It was suggested at the December board meeting that the Development Account needs to be publicized more to the members. Lee Ann will find out the timing of the next campus campaign and will put a reminder in the newsletter along with the Development Account number for CES.

#### Memorial Contributions

The decision from the December board meeting was reviewed regarding memorial contributions. There has been some difficulty in getting a single rose delivered to the funeral home when there has been a death. It has been discussed that a \$10 transfer will be made from the budget to the Development Account in memory of the individual. A card will also be mailed to the member with a note about the donation. It was also noted that the treasurer would only need to do this transfer once a year as a lump sum. Pam Assenheimer made a motion to transfer money from the budget to the development account for this purpose. Laurie Callan seconded the motion. Motion carried.

#### NEW BUSINESS

##### Note Cards

Peg Meents will develop blank CES note cards for the directors to use with samples of wording to use in different situations (sympathy, thank you, etc.) peg will also give all of the board members a couple of cards in case they want to sue them for thank you's, etc.

##### Redistricting/New Directors

A map was distributed with the newly redrawn outlines. Pat Myers recently left Extension to accept another job within her county. This leaves us a vacancy with the Southwest District CES Director. This is the district that will be divided into the four remaining districts effective July 1. Therefore, it was felt by the board that we should not fill Pat's vacancy at this time. When the 'redistricting' becomes official, we will have an overlap. Kathy Bulka is currently the Northeast District CES Director. Pam Assenheimer is currently the Northwest District CES Director. Pam's county, Wyandot, will be moving to the newly outlined North District, leaving us with two Directors in the same North District. Kathy Bulka's term expires 2003 (she was fulfilling a vacant term). Pam's term is in effect until 2004. We have tabled the discussion about how to shift these responsibilities until the August board meeting after we have additional information about a possible Annual Meeting.

##### Constitution and Bylaws

Due to the redistricting, there will be some minor changes to the C&B. Peg will look through the C&B and bring changes to the August board meeting.

##### GO BUCKS

Our Extension Conference for December has been cancelled due to the budget crisis. At this time Administration hopes that each district will have a meeting in the fall in order for the newly aligned districts to get together. This creates a lot of questions about how and when the professional organizations, not just CES, will be given an opportunity to meet and to have their Annual Meetings.

A brainstorming discussion was held to get feedback on how to proceed if we do not have an opportunity

to have a meeting. More information will be gathered when the presidents of the professional organizations meet with Keith Smith later in April. We all realize that the budget has created this situation, but hope that we might be given permission to hold a meeting or sponsor a meeting, possibly in Agr. Admin. (no cost for facility) with an inexpensive meal and possibly an in-house speaker. Attendance would certainly be affected, as well as membership, however, we feel it important that we have the opportunity to get together to conduct our business (election of new officers, recognition of new members, recognition of years of service, scholarship winners, newsletter contest winners, etc.)

Karen Barnhart will be unavailable to attend the meeting with Keith. Peg and Pam have agreed to attend the meeting and get more details on how this will all transpire.

There is also some discussion about how much Administration will be able to support the professional organizations in the future (i.e. membership dues, travel, etc.) No decisions have been finalized at this point by Administration, but again more details hopefully will be discussed at the meeting with Keith on April 24.

#### Board Meeting in August

Kathy asked if we could hold the August board meeting via conference call to conserve on travel and time from the office. After some discussion, it was felt the August meeting is very important in light of all the items we have hanging in the air with redistricting, no date set for annual meeting, etc. When Karen sends out the message about the August meeting, she will stress the importance in everyone attending. However, if someone cannot attend, there may be an option for them to hook up with us through a 'meet me' conference call. There is a \$30 charge for this service plus \$1 charge per port. If someone wants to meet via the conference call, their office budget will be charged with the expense for the conference call. Our CES budget account is a non-appropriated type/local checking account. There is not enough money in this account to sue it for the purpose of the conference call.

#### Secret Friend

Karen indicated that Cindy Lewis has volunteered to handle the Secret Friend records since Pat Myers resigned. Karen asked if anyone else had a desire to do this and it was agreed to let Cindy handle it since she has the interest.

#### Stationery Update

Jill has sent an attachment to the board with the new CES letterhead. Kathy indicated that her copy does not print properly. However, Judy had her original with her and a copy was made for Kathy. If anyone else has any problems with this attachment, please let Jill know.

It was also discussed that Karen sent a card to Ella Mae Bard (Honorary Member) in recognition of her recent retirement. It was suggested that a card be sent to Pat Myers thanking her for her years of dedication to CES. Since some of the other board members have already contacted Pat unofficially, Peg has agreed to send Pat a thank you, using one of the new CES note cards that she is developing.

#### Forms Update

New reimbursement forms were distributed from Kathy Picklesimer.

#### Donation to 4-H Center

Marilyn Bloom received an e-mail from Clarence Cunningham asking if CES would care to make a donation to the 4-H Center. It was suggested that an article be placed in the newsletter regarding the 4-H Center and to encourage members to make a donation (this will help get the word out to Emeriti also). Marilyn made a motion that in lieu of donating \$100 to the Leadership Center this year for materials, that we use this donation to go towards the 4-H Center. Pam seconded the motion. Motion carried. Karen will

ask Kathy to write a check from our budget. We will also announce this donation in the newsletter with the previously mentioned article.

#### FAES Library Focus Group Discussion

Jill has indicated to Karen that she is serving on a committee to discuss this library. The committee is at the brainstorming stage and are still discussing this FAES library in spite of the current budget situation.

#### Newsletter Outline

Lee Ann distributed a list of dates for the newsletter with ideas for possible articles. It has been recommended that the April newsletter will be postponed until May (deadline May 2) to allow for additional information (report) from Peg and Pam following the meeting with Keith.

Pam gave everyone a copy of a humorous article she found in Reader's Digest. This will be placed in the newsletter. Lee Ann asked that if anyone comes across any items/articles that would inspire or encourage people during these trying times, please forward them to her for inclusion in the newsletter.

In the May newsletter Pam will also write a personal glimpse article about herself and Lee Ann will contact Karen Oberrath to ask that someone write a personal glimpse regarding a campus member.

Future articles for the newsletter were reviewed but dates cannot be set until we know when/if the Annual Meeting will be held (i.e. scholarship, officer/director nominations and bios, newsletter contest, changes to constitution and bylaws).

Lee Ann will ask that Jenny write an article for the July newsletter regarding the membership drive.

Lee Ann will also ask someone from Kentucky/Gamma Chapter to write an article regarding their annual meeting (that will be held at the end of April).

#### Other Items

Karen will follow up with Sheila to see if she wishes to continue to coordinate the newsletter/brochure contest this year.

With Linda Kutilek accepting the new personnel position, it is uncertain the focus that will be given to the mentoring program and how this applies to our CES District Directors. It is our hope that this program continues. Karen will find out additional information about the continuation of this program, once all the restructuring calms down.

#### Webpage Development

Lee Ann continues to keep the webpages updated. Please let her know if you have any suggestions, corrections or additions to these pages.

Submitted by,

Lee Ann Johnson (in the absence of Kathy Picklesimer, Secretary)

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