



Alpha Chapter Board Meeting Minutes August 7, 2003 700 Ackerman

Board members present: Karen Barnhart, Laurie Callan, Cheryl Engle, Lee Ann Johnson, Jill King, Cindy Lewis, Jenny Lindimore, Judy McFarlin, Peg Meents, Kathy Picklesimer

OLD BUSINESS

Review of Minutes

The minutes from the April 3 board meeting and treasurer's report were reviewed. Lee Ann Johnson moved to accept the minutes and treasurer's report as written. Laurie Callan seconded. Motion carried.

2003 Budget

The budget for 2003 was prepared as follows:

Income: 125 @ \$15.00 = \$1950.00

Expenses:

Membership – 100.00

Annual Meeting – 500.00

Mileage – 150.00

Scholarship - 400.00

Newsletter – 100.00

Donation – 100.00

Publicity – 50.00

Secret Friend – 50.00

Sunshine Fund – 150.00

Gifts and Awards – 200.00

Miscellaneous – 100.00

Total Expenses: \$1900.00

Lee Ann Johnson moved to approve the budget. Laurie Callan seconded the motion and the motion passed.

Connectedness Committee Report

Cheryl reported that there will be a GO BUCKS Teleconference on December 9, 2003. There will be six sites throughout the state for All-Extension personnel to attend (Bowling Green University, Wright State University, OSU South Centers, OSU Main Campus, OARDC, Ohio University Zanesville). There is a

conference call scheduled in the next few weeks and more details will be announced to the organization soon.

NEW BUSINESS

Nominations and Election of Officers

Cheryl Engle will be contacting members to ask them to serve as an officer. She presented the proposed Amendments to the CES Constitution and Bylaws. Due to the fact that we will not be having a face-to-face statewide Support Staff Annual Conference, Cheryl Engle has taken care of setting up the capability to have the elections held on-line. She has been in contact with an appointed parliamentarian, Dr. Jim Connors, who is an expert in Robert's Rules of Order about the proper way to handle this. This will be conducted on America's election day – November 4, 2003. See Appendix A for constitution changes. Lee Ann will put a heads-up in the newsletter about the changes.

Membership

Jenny Lindimore went over the package that will be sent to all support staff pertaining to the membership drive. Jill King will help Jenny get the letter of support from Keith Smith signed.

Annual Meeting – GO BUCKS Conference

This year there will be no statewide face-to-face conference. There will be six sites throughout the state with a video teleconference. Our concern is to figure out how we can best conduct our annual meeting via distance learning. The details of the conference are not all set at this time. Coach Tressel will tentatively have a segment on teamwork, diversity, and connectedness entitled, "What It takes to Build a Winning Team!" There will be an administrative update by Dr. Keith Smith and Dr. Bobby Moser. Professional organizations will conduct an awards ceremony in the afternoon. Awards will be passed out at each site. It has been discussed that we will have approximately 15 minutes allotted to our organization to do what we feel is the most important.

Suggestions for the CES annual meeting during/after the conference:

- Have a PowerPoint presentation during/after the conference that could be shown at each location. At this time we could pass out the years of service awards, newsletter contest winners, scholarship recipients and any other outstanding support staff awards. Peg Meents volunteered to work with Cheryl on this possibility.
- We are going to have a raffle at each location. Tickets will be 1/\$1 and 6/\$5. Each board member is asked to donate products/something that is made in Ohio. There will be six baskets put together, one for each site.
- Karen will contact Sheila Blevins for details about the newsletter/flier contest.
- Peg Meents will take care of the professional development scholarships.

Outstanding Support Staff Award

Discussion was held on bringing back the Outstanding Support Staff Award given to someone in each district. Cheryl Engle moved to ask Nikki Conklin if we could take the lead and reinstate this award. Laurie Callan seconded the motion. Motion passed.

Cheryl contacted Nikki about the possibility the week following our CES board meeting. Nikki was very receptive to the idea and said that the Outstanding Support Staff Award had been discontinued due to lack of nominations. She will bring up this subject with Extension Administration in August and hopes to be able to offer some sort of monetary award in addition to the clock recognition. Nikki said she will relay this communication to Linda Kutilek who is now overseeing this aspect of the recognition event. Chi

Epsilon Sigma would like to become the Extension champion of this award in the future.

Newsletter

Lee Ann Johnson's goal is to have the newsletter out by the end of the week.

Upcoming CES Board Meeting Dates:

Next Meeting – Thursday, October 2, 2003

Tuesday, December 9, 2003 – CES Annual Meeting during GO BUCKS Teleconference

Meeting Dates for the 2003-04 CES Officers and Directors were set as follows:

Thursday, January 8, 2004 – both sets of incoming and outgoing officers to attend

Thursday, April 1, 2004

Thursday, August 5, 2004

Thursday, October 7, 2004

Respectfully,
Kathy Picklesimer, Secretary

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