



## **CHI EPSILON SIGMA**

April 7, 2005

Board Meeting Minutes

2120 S. Hamilton Rd.

OSU Extension/Franklin Co.

### **MEMBERS PRESENT**

Marie Bouic, Linda Ferguson, Cheryl Fischnich, Teresa Funk, Peg Meents, Lisa Murphy, Kris Simpson, Vickie Snyder, Lisa Troyer, and Jamie Weiner.

### **REVIEW OF MINUTES**

- Minutes of the Feb. 3 meeting were read and approved. The CES treasurer's report and the Development Fund account were presented. Lisa is checking on the development fund's activity for the past few years.
- A discussion was held on what to do with all of the past records that are now being passed to the secretary-treasurer every time a new one is elected. This is becoming very cumbersome because there are records from the 80's in the box. It was decided the secretary-treasurer would keep the records of the past 7 years and the rest would be kept in storage at Ag. Admin. Teresa Funk took all of the records except the past 7 years.

### **ANNALIST**

- Went over what articles are due for the spring issue.
- Cheryl Fischnich checked about having info on a secure site. It was suggested that instead of putting personal info on the web site, that a contact person be listed that could get the info that a person might want.
- A search engine has been added to the CES web page.

### **SECRET FRIEND**

Lisa Murphy was given a list of the 2005 Secret Friends. We need to keep an update on Support Staff whenever they leave Extension.

### **HISTORIAN**

CONGRATULATIONS – Jamie Weiner is pregnant

and due October 11. Jamie will be trying to find old rosters so years in CES can be tracked.

### **EMERITI**

Betty Ward sent out a “what are they doing now?” to all CES emeriti and Cheryl Fischnich also sent an inquiry of the same in the newsletter mailing to the emeriti. They had some responses, so it will become a new feature in the newsletter as an Emeriti Update.

### **MEMBERSHIP SECRETARY**

- The new membership secretary will be Marie Bouic from Union County.
- Emeriti will not be sent yearly membership applications since they have life membership. When annual meeting invitation letters are sent to emeriti by the annalist, we will be able to maintain a current address listing.
- An updated letterhead and CES brochure was passed out by Peg Meents for edits. When complete, the brochure will be added to the web page so everyone can gain access to it.

### **SAC**

Laurie Spadaro (Callan) will be leaving Extension April 15. Teresa Funk volunteered to represent the CES Board on the Staff Advisory Council. Teresa will check with Anita Donaldson to find out about the time commitment and the meeting dates.

### **MENTORING REPORT**

Peg Meents gave a mentoring update. The committee decided to try to re-vamp the mentoring program in three ways:

1. A “Frequently Asked Questions” section on the CES web site. They are asking CES members to submit questions that might be used.
2. The new-hire packets will contain a state map showing the location of all trained and active mentors.
3. One-on-one mentoring is important, but as it is currently structured, it has been unsuccessful.

The committee is developing an outline and plans to submit the steps of a new proposal to administration soon. The CES Board feels that this is a worthy investment of time and effort for our organization to be involved with.

### **DIRECTORS**

- A change in the Personal Glimpse

rotation schedule was announced. The West will move from summer issue to the fall issue and all regions will be asked to submit 2 articles.

- Directors need to determine definite counties that each director is responsible for. This will have the most impact when the Mentoring Program takes hold again.
- Directors met over lunch and decided which counties they would be responsible for. These changes will be made to the Standing Rules by Peg Meents.

### **CONTEST UPDATE**

Web page design guidelines were written and added to the CES contest. It will now be the Newsletter/Brochure/Web Page Design contest.

### **PROFESSIONAL DEVELOPMENT**

CES will be present at all five HR Spring Conferences. CES Mugs left over from the Annual Meeting will be on sale for \$8 and each site will have a basket of goodies that will be raffled off. Each participant will be able to buy raffle tickets for 25 cents a piece or 5 for a dollar. They will also receive 5 free tickets with the purchase of a mug. The following CES board members will be in charge:

Hancock – April 18 – Linda Ferguson  
North Central – April 20 – Cheryl Fischnich  
& Lisa Troyer  
Muskingham – April 25 – Vickie Snyder  
Delaware – May 13 – Jamie Weiner  
Piketon – May 16 – Marsha Amlin  
Each site will have 18 mugs to sell.

### **SUPPORT STAFF CONFERENCE**

CES has to make a decision very soon on the fall conference. The educators offered to have us join with them for their conference in Nov/Dec, and HR asked CES to combine with them on October 28. We had a lengthy discussion of the pros and cons of linking with either of these groups or going out on our own again this year for the second year.

Evelyn Yocum is unsure of the future of the Mahoning office and her position, therefore she asked that someone else take over as chair of the Support Staff Conference Planning Committee. Teresa Funk was on the 2004 planning committee, and with her experience, volunteered to chair the committee. Teresa will talk with both of these groups and make a decision as to what CES will do

for our conference in the fall and via All-Extension listserv, ask for volunteers to serve on the planning committee.

**PROMO PIECES**

The board decided to not have any CES business cards printed at this time.

No committee reports

**ORGANIZATIONAL LEADER'S MEETING**

If Evelyn can not attend, Vickie Snyder will be contacting someone else to attend with her.

Next meeting will be August 4 at Franklin County Office with Bobby Moser to pay a visit.