



CHI EPSILON SIGMA Board Meeting February 12, 2013

Attendance

Attending - Patty Corfman, Debbie Delp, Terri Fisher, Teresa Funk, Linda Good, Crystal Ott, Vicki Snyder, Beth Young, Linda Good, Leah Meranda, Lee Ann Hiatt
WEB EX – Tami Combs, Jenny Lindimore, Marianne Guthrie, Ann Meyer

Secretary & Treasurer Reports

- The bank account was moved to Huntington
- CD's moved into a savings account
- Linda will send FAS Reports
- Both reports were accepted as given.

Introduction of New Board Members

Past Pres. – Linda Good

- Has been contacted about planning committee for 2013 Annual Conference. JSEP will be sponsor association in 2013 and we will be the sponsor in 2014 and all even years thereafter. The planning committee members are as follows:
Schedule, Marketing and Theme: Deb Delp; Registration, Evaluation and Sponsorship: Leah Meranda; Recognition and Awards: Crystal Ott; Education, Technology: Jenny Cudd; and Patty Corfman CES President

Vice President – Leah Meranda

Patty Corfman has handed over documents for Vice President Position.

Membership Secretary – Peg Meents

- The award for Vicki Snyder is being worked on.
- Board should consider formalization of presentation.
- Need to make a decision on CES year awards because several of the Hartstone items are discontinued.
- Debbie Delp moved to permit Peg Meents to order recommended items from Hartstone if still available. Linda Good seconded. Motion carried.

Annalist – Debbie Delp

- The newsletter was sent
- Working on the next newsletter to be sent in April or May
- Looking for ideas for articles
- Website has taken a back seat over the holidays. Currently transitioning to the new website

- CES will have a chapter in the history of extension publication that is currently being put together. Past presidents and members will be contacted for input. Need a theme.
- Be sure to review the strategic plan and complete survey.
- Secret Friends has started for the year. Debbie will send periodic notes of ideas for gifts/encouragement.

Administrative Liaison – Beth Young

- Has received notebook from past liaison. Vicki Snyder is helping.
- The welcome letter is the most important part of the position. Last year, Teresa Funk sent e-mails however liaison should have done. This helped to pull in several new people.
- Fundraising is the other big part of this position.

Historian – Crystal Ott

- Has information handed down from past historian
- Has the display, it is at the 4-H Center.

Mentor Coordinator – Lisa Murphy

- No report

SAC Director – Teresa Funk

- No report

Campus Director – Terri Fisher

- The plate for Vicki Snyder is on the award plaque outside Room 100.

Emeriti Director – Kathy Mohler

- No report

West Region Director – Ann Meyer

- Nothing to report

Northeast Region Director – Cathy Minor

- Suggested professional development webinars.
- Asked for suggestion on how to handle when an office only has one staff person other than an educator so there is no one else to handle job duties when the staff person is absent. Discussion followed. It was suggested that the person consult with the County Director then the Regional Director to decide how the office will be covered. Other suggestions included leaving a message on the answering machine or having a volunteer answer the phone and take messages.
- Mentioned that some offices have closed office hours on Fridays so that support staff can catch up. It was suggested that the commissioners and Regional Director be consulted before adopting this policy.

South Central Region Director – Marianne Guthrie

- There is two new support staff in her region Christine Lute and Lacey Murray both in Scioto County. Marianne will check to make sure they received information

about CES in their Welcome Packet.

Committee Reports

List of Chairs for each Committee: List can be found on website.

Old Business

- Review of Annual Meeting and comments. Linda Newman is working on a survey which will be going out soon.
- Fundraiser Report – The Silent Auction raised \$949. The first clothing order raised \$1,165. The second clothing order should raise about \$600 and the totes should raise \$240. There are still come totes available at the regional offices. If a clothing fundraiser is done again it was recommended to limit the number of items and the colors.

New Business

- Linda Good would like to discuss how to have the TERSSA Conference expenses paid each year for the CES President without passing a motion each year. This was tabled until next meeting when a budget will be available.
- In the past the CES President has purchased gifts for their board members. This is a personal expense to the president. It should be understood that a president may or may not do this.
- Suggestions for professional development
 - It was suggested to add this to the survey for Annual Meeting.
 - Suggestions of the board included: diversity training, move from WebEX to CarmenConnect which is Adobe Connect, social media dos and don'ts, Quicken/Quick Books and Camtasia Relay.
- Need to show need for support staff to attend Annual Conference. Put proposals in for support staff sessions.
- The next CES Board will be April 9, 2013. All meetings will be face to face at the 4-H Center AND Web EX, starting at 10 a.m.

Meeting adjourned.