



**CHI EPSILON SIGMA
Board Meeting
October 22, 2013**

Attendance

Attending – Patty Corfman, Marianne Guthrie, Ann Meyer, Linda Good, Peg Meents, Debbie Delp, Beth Young, Leah Hiatt, Teresa Funk, Terri Fisher, Cathy Minor, Crystal Ott and Tami Combs

Patty Corfman called the meeting to order at 10:06 a.m.

Secretary & Treasurer Reports

Tami Combs presented the secretary's report. Linda Good requested that a note be made that the date of the October meeting was changed before to scheduling conflicts.

Deb Delp moved to accept the secretary's report. Beth Young seconded the motion. The motion passed.

Tami Combs presented the treasurer's report.

Deb Delp moved to accept the secretary's report. Marianne Guthrie seconded the motion. The motion passed.

Past President – Linda Good

Linda has contact Jim Warner at Wexner to set up a tour to start the CES Annual Meeting. Linda is working on the Extension Annual Conference planning committee. She is currently working on securing vendors. Annual Conference registration should be out soon. TERRSA Conference in September was awesome. Professional development session links from the conference will be published in the CES newsletter.

Vice President – Marianne Guthrie

Patty Corfman introduced Marianne Guthrie, who accepted the appointment to Vice President.

Marianne reported that the campus director and vice president currently do not have candidates for 2014. Also the board is searching for a representative from the NE Region.

Membership Secretary – Peg Meents

Peg reported that membership reports have been e-mailed to all Regional Directors to advise them of CES membership in their respective regions. Overall membership is about the same as last year, just slightly down.

Annalist – Debbie Delp

A newsletter will be going out the beginning of November. If anyone has additions please send them as soon as possible.

Website now has the honorary members added to history, meeting minutes have been scanned and are available online, and the front page of the website contains information on Annual Conference and October 31st awards.

Debbie is looking for a creative way to reveal Secret Friend identities.

Administrative Liaison – Beth Young

Beth passed around an e-mail for the Silent Auction which she will send out to the All Extension list serve tomorrow. She will continue to send out reminders and basket highlights every few weeks. We will be having both a silent and secret auction. Baskets can be dropped off to Patty Corfman or Teresa Funk. Beth needs help setting up for the auction the morning of the auction.

Historian – Crystal Ott

The new display and table cloth have been ordered and will be ready for the Welcome Fest tomorrow.

Crystal encouraged the submission of entries for the professional development, website and newsletter awards.

Mentor Coordinator – Lee Ann Hiatt

Lee Ann is watching the onboarding process. She will be contacting new employees as they are hired.

SAC Director – Theresa Funk

One break at Annual Conference will be sponsored by SAC. SAC sends out Welcome Packets to new employees once per quarter. SAC is working on onboarding for the college. SAC is developing “Outstanding You”, a way for co-workers and the public to recognize employees. Nominations are needed for the Jones and Above & Beyond Award.

Campus Director – Terri Fisher

Terri has followed up with campus CES members who did not renew with personal invites.

Emeriti Director – Kathy Mohler

No report

West Region Director – Ann Meyer

Ann is following up with those CES members in the region who did not renew membership.

Northeast Region Director – Cathy Minor

Cathy has sent out several e-mail to people in the NE Region; however, she has not heard back from anyone.

Patty Corfman mentioned that Keith Smith asked that we contact the Regional Director.

South Central Region Director – Marianne Guthrie

No report

Committee Reports

Annual Meeting Committee

- Tami Combs passed around an example of the flashlight that will be handed out to members at the annual meeting.
- Patty Corfman went over the schedule with the board members. Teresa Funk asked if we would be able to set up tables in the morning and if we would be able to record the keynote speaker's presentation. Patty will check on both.
- Teresa Funk will make table tents to promote CES and support staff for tables at annual meeting. Poinsettias will also be available for our use as table centerpieces.
- The service project for Annual Conference will be the Mid-Ohio Food Bank.
- Crystal Ott will make sure there is someone to take pictures at the event.
- The Silent Auction will close at 1pm. Winners will not be announced; however, they will be displayed on the screen with directions on how to pay.

Discussion was held as to whether non-CES members could attend the professional development sessions. It was decided that this would not be promoted in 2013 and logistics would be discussed for 2014.

Onboarding Update – Graham Cochran

Graham Cochran gave an update on the Onboarding Design Team to the CES Board. The first Welcome Fest will be held tomorrow.

Old Business

None

New Business

- Linda Good led discussion on changes to the constitution and bylaws. No changes are proposed to the constitution. Several changes and updated were made to the bylaws.
- Patty Corfman reminded the board that candidates are needed for CES Vice President and Campus Director. Nominations are needed by November 15, 15 days prior to meeting.

Debbie Delp moved and Linda Good seconded the motion to adjourn. Patty Corfman adjourned meeting at 1:15 p.m.