



Chi Epsilon Sigma Board Meeting

Wednesday, March 13, 2019 @ 10 am
Nationwide and Ohio Farm Bureau
4-H Center, Gehres Room
2201 Fred Taylor Dr., Columbus OH 43210
(also available via Zoom)

Minutes

Beth Young, 2019 CES President, called the meeting to order.

Attendees in Columbus: Linda Good, Beth Young, Adam Ziadeh
Attendees via Zoom: Ashley Gerber, Angie Keshock, Paige Matney, Faye Wilson, Christine Byrd, Lori Moff, Christine Comden, Deb Walters, Kay Kramer and Elaine Stottsberry.
Also, Jared Morrison, LOD team attending.

Special report: Jared Morrison, LOD Team

- Support staff surveyed via email. Popular date: Thursday, May 30th
- Location: Nationwide and Farm Bureau 4-H Center
- Tentative time: 8:30 am to ?
- Save the Date will be emailed to list serve
- This conference will be an annual event with feedback from support staff. The conference organization will be led by LOD team with CES members serving on the planning committee. (Note: future dates will depend on feedback – a spring conference is not set in stone.)
- Some folks may want to come in the evening prior to conference. Jared will request an exception for overnight stay.
- Planning Committee members: Jared, Amy, Linda, Beth, Paige, Adam, Christine B, Faye, Kay, and Christine C.
- Jared is reaching out to recommended facilitators and break out topics suggested from survey.
- After discussion, it was decided to offer 2 breakout sessions (each with 3 offerings) in the am and 2 breakout sessions (each with 3 offerings) in the afternoon.
- Cost: LOD will pick up a lot of the cost in order to keep the registration fee low.

Secretary's Report: Linda Good

Minutes for October 15, 2018 CES Board meeting were approved and requested to be posted to the CES website.

Treasurer's Report: Marianne Guthrie – was unable to attend meeting. Treasurer's report will be provided at a later date.

Officer reports:

Past President: Angie Keshock – nothing to report
Vice President: Adam Ziadeh – nothing to report
Membership Secretary: Paige Matney – current membership stands at 58 with 58 also
TERSSA members; 8 new members were recognized at conference and 15 were
recognized for years of service.
Annalist: vacant
Administrative Liaison – vacant
Historian – vacant
Mentor Coordinator: Ashley Gerber - nothing to report
SAC director – Terri Fisher – absent
Campus Director – Vacant
Southwest Director – Carol Wagner - absent
Southeast Director- Lee Ann Johnson - absent
Northeast Director – Heather Keller - absent
Northwest Director – Emily Cordes - absent
Emeriti Director – Teresa Funk – absent

Committee reports:

Membership & Years of Service – Paige Matney – Question for board: How long should a person be a member of CES before they are eligible for years of service award. It was decided this question needs to be reviewed by the 2019 Constitution and Bylaws committee.

Nominating – Adam Ziadeh – nothing to report

Fundraiser – Beth Young – See old business below

CES Annual Meeting – Beth Young – nothing at this time

Budget and Finance – Marianne Guthrie – no audit needed/no activity

Outreach – Angie Keshock – nothing at this time

Professional Improvement – Adam Ziadeh – looking for folks to serve on this committee.

Pre-volunteered all folks currently serving on the 2019 Support Staff Professional Development Conference planning committee to this committee.

Constitution and Bylaws – Angie Keshock – will be working on the Constitution and Bylaws taking into consideration the merge with JCEP; Paige's question above; and changes in officers.

Adam noted: Roberts Rules of Order needs to be changed to Modern Edition and Standing Committee assignments need updated.

Membership and Annual Meeting Scholarship – co-chairs Paige and Linda.
Nothing to report.

Annual Conference Activities – Beth Young – nothing to report

Recognition –

Mentoring – Ashley Gerber – question on how she can get information on new hires. Beth currently receives a report and will forward to Ashley. Linda advised JCEP is formatting an onboarding curriculum and will forward this information to Ashley.

Excellence in Extension Award – Paige Matney and Angie Keshock – nothing to report

Old Business:

CES and JCEP Committee reports –

Professional Development Committee – Linda Good and Adam Ziadeh
A report was submitted to the Board. Highlights include:

- Count of Support staff attendance for Annual Conference was reported and noted low attendance. JCEP understands the need for SS professional development and highly supports this initiative.
- Questions of continuing connecting the Extension Annual Conference with the Community Engagement conference (some felt Engagement conference was not engaging, not much PD, but also a note was made that attending the Community Engagement Conference helps CFAES better understand Extension)
- 2020 will be the 150th anniversary of the College. This might affect Extension Annual Conference date.
- Onboarding – Jared shared a draft of the 8 week program. Some sessions will be in person; some virtual. They are ready to develop curriculum and are asking CES to assist. The opportunity for college credit upon completion of the program is being investigated.
- The committee plans to email a survey to gauge top 3 Professional development needs.
- The committee plans to improve JCEP Web presence.

Personnel Committee – Marianne Guthrie – nothing at this time

Membership and Recruitment Committee – Beth Young

- Working on updating the JCEP Brochure to add CES and the tiered enrollment fees.
- Discussion on mid-year enrollment and whether it should continue due to the low number that enroll at that time and there is confusion about when to re-enroll when joining in the middle of the year.

All Extension Annual Conference Update – nothing at this time

Silent Auction at Conference – Beth Young –

- \$705.00 was raised; \$100.00 out of that was awarded to the top 3 baskets
- Due to Beth serving as President, someone else will need to take over the Silent Auction project for 2020.
- Need a better location for the baskets. Hoping for 1st floor in 2020.

2018 TERSSA Annual Conference: 10 Ohio folks attended. Approximately 80 total conference attendance. Christine Byrd is the Ohio CES Board representative in 2019. Attendees reported great food and wonderful professional development - overall, it was a great conference.

Other Old Business: none

New Business:

TERSSA Update – Linda Good – report was emailed prior to meeting. Highlights:

- Currently 146 TERSSA members. Membership is open until May 31st.
- New Website using Wild Apricot will be launched in 2019
- There are several opportunities for CES members to serve on TERSSA committees
- TERSSA Professional Development Awards have been increased to \$500.00 each
- Current participating states: Alabama, Kentucky, Louisiana, Maine, Mississippi, Missouri, North Carolina, Ohio and South Carolina.
- TERSSA Outreach and Marketing Committee are contacting new states and 1890's colleges
- 2019 TERSSA Conference will be held in the Mississippi Delta Area in the Fall. Details coming

Vacant Board Positions: After group discussion, it was decided to:

- Delete the Campus Director and Administrative Liaison positions

- Keep the Annalist and Historian positions

CES Website Updates/Designate Who will be Responsible: Group discussion - this will be part of the Annalist's responsibilities. Adam will contact Cheryl Buck to move access. During this time, Adam will assist with the website.

Future CES Board Meeting Dates: Beth Young is planning two ZOOM Board meetings (recorded) and one more in person board meeting. She will be emailing a Doodle poll to secure dates.

Adjournment: Motion for Adjournment by Kay Kramer and Seconded by Paige Matney.
Meeting adjourned.

Next meeting: TBD

Respectfully submitted,

Linda S. Good
2019 CES Membership Secretary