

# CES Newsletter

## January 2003

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### President's Article:

Dear CES Friends:

I hope that everyone had a great time over the holidays and that you are keeping warm these days! It is just hard to believe that this month is almost over! I am always anxious for the first signs of spring!

It was good to see everyone at our Annual Meeting in October, although our time was very limited. The comment sheets reflected that everyone would like more time for our meeting and installation ceremony. This was discussed and noted at the Officer and Director's Meeting in December. We will be asking for more time at the "Go Bucks" Conference December 9 and 10, 2003 but will have to work with everyone's schedule. There is a meeting with the other Extension professional organizations in early spring and this will be on the agenda for discussion.

I would like to thank Lee Ann Johnson for representing CES at the National ESP conference in Kentucky immediately after our meeting in October. Please read her article on the conference and comments regarding our display.

On December 5 we held our first CES Board meeting, with both retiring and new officers and board members invited. Due to the weather, our board members from the southeastern portion of the state were unable to attend. Those of us who were able to attend had a great day getting to know one another with the help of Cece Cugliari and Beth Flynn from the Employee Development Network Office, as well as Linda Kutilek who met with the CES district directors over lunch to discuss the mentoring plans. A big thanks to all three of them for the great day! The next CES Board Meeting will held April 3 so if you have any questions, concerns, etc. please talk with your district director or officer. (A link to the current CES Officers and Directors can be found at [index.htm](#))


The number of CES scholarship applications has been very low in the last few years. If you have an idea for some professional improvement that you would like to do, be thinking about it now and gather the information. I know personally that the application deadline comes around very quickly, so get prepared and apply for one of the scholarships!

Another reminder...think about your secret friend, it's always great to receive some little unexpected card, gift, or whatever in the mail!

Congratulations to Carolin Parks, Office Associate in Muskingum County and CES Charter member,

who has completed forty six years with Ohio State! She was featured in the OHR “reSources” Quarterly newsletter. Quoting from the article, “Over the years, Extension has undergone several name changes, but the core belief of serving the public remains unchanged and has been a key factor in Park’s long-term dedication to her county office.” Let’s follow Carolin’s great example and work harder at serving the public and our co-workers every day!

**Karen Barnhart**, President, Chi Epsilon Sigma

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## Member Profiles:

**Grace Miller** – Office Assistant, OSU Extension, Wayne County

I joined the staff at the Wayne County Extension Office in late July of 2000--just in time to leap into the thick of preparations for the biggest and best Junior Fair in the state! I love working in this office for three reasons: the terrific staff I work with, the support I get from OSU, and the interesting people and projects I get involved with every day.

My job here could be described as desktop publishing: producing newsletters, flyers, brochures, booklets and press releases, as well as maintaining our county web site. This fits in perfectly with my outside-the-office life. I am a freelance writer, writing frequently for *Amish Heartland*, a travel magazine that covers five counties in north central Ohio. I also produce newsletters for my local school district.

My husband of 31 years is a school treasurer, and we have four children ranging in age from 29 to 16. We had three weddings in the space of two years, and take great delight in Claire, our first grandchild. Our youngest is a junior in high school, so we are seeing the light at the end of the parenting tunnel! We recently purchased land on the side of a mountain in Monroe County, and are planning a vacation getaway cabin for ourselves and our family. Who knows--it may become our retirement home in 15 years or so!

I also enjoy gardening and knitting. My children gave me a digital camera for Mother’s Day last year, resulting in a whole new (expensive) hobby.


I take great pride in being a native-born Buckeye, especially since “our” football team gave us even more to brag about!

**Karen Miller** – 4-H Office Assistant, OSU Extension, Highland County

I started working at the Highland County Extension Office as the 4-H Office Assistant in March of 2002, so I’m still in the learning stage of the job. (Everyone knows you can’t learn it all in a month or so!) I enjoy the fast paced atmosphere of the job and there is always another project to be worked on.

Jerry, my husband of 11 years, and I have a daughter named Morgan (7 years old) and are expecting our second child around February 21. We both serve on the Highland County Friends of NRA Fund Raising Committee. This Committee raises money at a local level to help promote the shooting sports and gun safety. The fund-raising banquet is usually in the late winter or early spring, so it keeps our family busy during the cold weather. The Highland County 4-H Shooting Sports Club has benefited from this venture by receiving grants to assist with supplies and training equipment.

During the warmer months, I enjoy walking, gardening and going to the ball park to watch Morgan play softball. I also enjoy sewing and crafts and am always ready to try some new craft ideas. It will be interesting to see how much walking, gardening, etc. I get to do this year with the new little one. I feel like I'm going to have to learn everything all over again!

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## Successful Outreach

By Lee Ann Johnson


First I would like to thank the fraternity for the opportunity to travel to Lexington, Kentucky to present the CES display to the participants at the National ESP Conference. I also want to take the opportunity to thank my district director for his support (both agreeing to allow me to attend and the financial support to do so).

What a wonderful experience it was. Immediately following our support staff conference in Columbus on October 16, I traveled to Lexington where I met with Malinda Cooper, Past President of the CES Gamma Chapter. I had met Malinda on other occasions (when Kentucky was gathering information about forming their own chapter, when she and a fellow University of Kentucky Extension employee traveled to Columbus to attend our support staff conference a few years ago, and again when Barbara Brackman, Pat Myers and I traveled to Lexington to install the first Gamma Chapter Officers and Directors). Malinda helped set up the display, and we then went to dinner together.

Bright and early Thursday morning, I began distributing the CES Alpha Chapter promotional flier and business card to interested agents from all over the country. Malinda was available to join me on Thursday and brought along the Gamma Chapter promotional flier to share as well. Over the two days, information was shared with Alabama, Alaska, Georgia, Kansas, Illinois, Louisiana, Maryland, Mississippi, Montana, North Carolina, South Carolina, South Dakota, Tennessee, Texas, and Utah. A lot of good questions were asked about how our organization operates within Extension, and I anticipate that this will generate some new interest in additional CES chapters. For instance, North Carolina currently has an organization for their Extension support staff but they are interested in becoming affiliated with other states. Texas has an organization for the University's support staff but would like to initiate something for their Extension support staff. The discussions I had were very interesting and encouraging and several positive comments were made about the professional looking display.

On Friday, Dr. Keith Smith was presented the Distinguished Service Ruby Award (the highest and most prestigious award presented nationally by Epsilon Sigma Phi). I was very honored when I was asked to sit at Keith's table for the luncheon and his presentation entitled, *The Road to Leadership*. One of many reasons that Dr. Smith received this award was because he "consistently demonstrates innovative leadership and support for teamwork within the organization." In his presentation, Keith made some very kind comments about Chi Epsilon Sigma and how the organization helps build leadership among support staff. The recognition that was given to Keith by ESP (and by CES at our Annual Meeting) reaffirms to me that we are very lucky to have him as our Director.

Thank you once again. I feel very fortunate and honored that I was given this opportunity.

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## Congratulations

Congratulations to our CES Scholarship winners for 2002-03.

- ***Michele Bird of Paulding County*** was awarded her scholarship to be used for on-line classes emphasizing personal and career development.
- ***Laurie Callen of the Northwest District Office*** will be using her scholarship to take classes at Owens Community College, working toward an Associate Degree in Business.

Congratulations to our Newsletter and Brochure Contest winners for 2002-03.

- Brenda Snyder, Office Assistant, Logan County, was recognized for newsletter design.
- Peg Meents, Office Assistant, Hancock County, was recognized for flier layout.
- Other participants who were recognized include: Pat Myers, Logan County; Shelly Hesson, East District Office; Michele Bird, Paulding County; and Vicky Steele, Paulding County

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## Helpful Seminars

Are you looking for that special training, conference or seminar to help you in your current position?


### Computer classes:

A reminder that inexpensive computer classes are taught by our trainers in Communications and Technology. A listing of the courses offered and schedule of classes can be found at

[http://www.ag.ohio-state.edu/course\\_offerings/](http://www.ag.ohio-state.edu/course_offerings/)

<b>Seminars by Skillpath and CareerTrack:</b>		
Communicating with Diplomacy and Professionalism (two-day seminar) by Skillpath \$299 per person 1.800.873.7545 or <a href="mailto:enroll@skillpath.net">enroll@skillpath.net</a>	Akron Cincinnati Cincinnati Cleveland Columbus Columbus Dayton	March 4-5 April 1-2 April 29-30 March 6-7 April 3-4 May 1-2 March 31-April 1
How to Manage Multiple Priorities by Skillpath \$199 per person 1.800.873.7545 or <a href="mailto:enroll@skillpath.net">enroll@skillpath.net</a>	Akron Chillicothe Cincinnati Cincinnati Cleveland Cleveland Columbus Columbus Dayton Toledo Zanesville	April 8 March 31 April 4 April 28 April 7 April 30 April 2 April 29 April 3 May 1 April 1
How to Handle People with Tact and Skill by CareerTrack \$149 per person 1.800.556.3009 or <a href="http://www.careertrack.com">www.careertrack.com</a>	Akron Canton Cincinnati Cleveland	March 5 March 4 March 13 March 6

	Cleveland Columbus Columbus Dayton Lima Loveland Mansfield Youngstown Zanesville	March 7 March 11 March 12 March 12 March 11 March 14 March 3 March 3 March 10
How to Design Eye-Catching Brochures, Newsletters, Ads, Reports by CareerTrack \$179 per person 1.800.556.3009 or <a href="http://www.careertrack.com">www.careertrack.com</a>	Akron Canton Cincinnati Cleveland Cleveland Columbus Columbus Dayton Lima Mansfield Zanesville	March 12 March 11 March 6 March 13 March 14 March 6 March 7 March 5 March 4 March 10 March 5

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## Heartfelt Thanks

By Dorothy Rex

12/18/02

Dear Lee Ann,

I couldn't believe my eyes when I saw you and Becky at calling hours. To come so far on such a bad night and stand in line, but I love you for it. Every little hug helps. Would you please extend my thanks for the flowers from CES. After the funeral, they were taken to the Cancer Clinic for them to enjoy. Condolences were received from many CES members and some I hardly knew. Thanks again and again. God Bless,  
Dorothy Rex

*A Tribute to Paul Rex Jr (written by Dorothy Rex)*

November 4, 2001

In nineteen hundred and forty two, Uncle Sam said, "I want you!"  
So off to war from the Pennsylvania Station, my friend left home to defend our nation.

After schools of instruction, and certificates in hand,  
The B-17 bomber said, "I want you, young man!"

Ready for combat, to Italy he went, his missions were numbered, twenty plus eight  
And with life in a ball turret, it wasn't that great.

Our blessings and prayers were counted, you can bet,  
But God always said, "I don't want you, just yet!"

Our friendship grew as the letters came by,

And a proposal by mail awaited reply.

A man with courage, commitment and love,  
How could I resist all of the above?


Without hesitation, I said,  
“I want you!” and in June of ’46 we were wed.

After fifty-five years, This man of the sky,  
Is still, my guy!!

Addendum, November 4, 2002

The party is over, a year to the day,  
God saw him suffering and would not delay.

“I Want You Now” and God took him away,  
God’s mercy surrounds us, with this life...what a trait!  
And the angels all are smiling, as he knocks on Heaven’s gate.

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## Handy Web Sites

### **Organizing –**

At this time of year, some of you might be giving some thought to becoming better organized. If you would like some tips and advice on the subject, you’ll find plenty at [www.getorganizednow.com](http://www.getorganizednow.com), the home site of Get Organized Now, Inc. There, you can sign up for a free weekly e-mail newsletter that focuses on organizing your office, your home and your life.


### **Travel and Weather –**

This is a great site for hourly weather forecasts and lots of travel information which covers both the United States and a growing number of Canadian cities. At [www.travelforecast.com](http://www.travelforecast.com), simply type in a ZIP code or city name. You’ll find road conditions, plus a practical tip sheet that lists everything from what to take along to what to do in an on-the-road emergency. Share this web site with your work colleagues and friends who travel.

### **Search Engine –**

Vivisimo is a meta-engine that searches other search engines on the Web. Vivisimo gives you options. You can 1) open the search results in a new window; 2) open the search results in the current window; or 3) view results in a preview window. This means you don’t have to scroll through hundreds of listings to find what you’re looking for! Give it a try at [www.vivisimo.com](http://www.vivisimo.com)

*(Source: Great Results, A Resource for Office Professionals, by Avery Dennison Corp,  
Winter 2003, [www.avery.com/newsletter](http://www.avery.com/newsletter))*

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**2001-2002 CES Secret Friend Revelation**

By Pat Myers


The 2001-02 Secret Friends were revealed at the Annual Meeting held on October 16. For those of you who participated and were unable to be at the meeting, below is the match list. It's never too late to say thanks to the person who was your Secret Friend.

You may notice in some cases, there were two Secret Friends. That is an example of where someone has left Extension and secret friends were reassigned. We always like to keep the circle complete, so if you know of anyone who leaves Extension and is currently participating, please let me know. I can be reached in Logan County at 937.599.4227 or email at [myers.264@osu.edu](mailto:myers.264@osu.edu). Thanks!

For those of you participating in the Secret Friend program currently, please be mindful in sending to your person. It's important that we remember to send as well as receive. And a tip I might offer...when you are sending something to your Secret Friend, address it to them at their work address then use their home address as the return. If an address is incorrect for whatever reason, it will reach them no matter what.

Remember, Valentine's Day is right around the corner. Let your Secret Friend know you're thinking of them!


Person	Your Secret Friend was:	Person	Your Secret Friend was:
Heather Askey	Kay Collins	Monika Hampton	Jenny Lindimore
Jackie Austin	Cheryl Engle	Nancy Jevnikar	Michelle Puthoff
Toni Bahnsen	Tammy Shepherd	Jenny Lindimore	Lois Campbell
Liz Barringer-Smith	Mary Reedy	Sheri Matheny	Sarah Miller
Michele Bird	Michael Sovik	Mary McKeag	Barbara Brackman
Sheila Blevins	Jennifer Burbeck-Rothwell	Dennise McKinney	Marie Bouic
Marie Bouic	Diane Puckett	Lou Michelli	Heather Askey
Barbara Brackman	Lou Michelli	Sarah Miller	Dennise McKinney
Sarah Bragger	Sheila Blevins	Jacque Mueck	Kaye Clay
Kathy Bulka	Carol Wheeler	Pat Myers	Liz Barringer-Smith
Jennifer Burbeck-Rothwell	Anita Donaldson	Diane Puckett	Brenda Snyder
Lois Campbell	Michele Bird	Michelle Puthoff	JoAnn Covelli
Kaye Clay	Jackie Austin	Mary Reedy	Mary McKeag
Kay Collins	Gail Ritzler	Gail Ritzler	Rosie Frederico
JoAnn Covelli	Monika Hampton	Tammy Shepherd	Kathy Bulka
Anita Donaldson	Linda Ferguson	Kris Simpson	Sarah Bragger
Cheryl Engle	Jacque Mueck	Brenda Snyder	Nancy Jevnikar
Linda Ferguson	Toni Bahnsen; Tammy Shepherd	Michael Sovik	Sheri Matheny
Rosie Frederico	Pat Myers	Judy Stone	Kris Simpson
		Carol Wheeler	Judy Stone

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**Please share items**

By Lee Ann Johnson, Annalist

In order to make this newsletter appealing for all, please be sure to share any helpful tips, web sites, or other items of interest. I can be reached at [johnson.82@osu.edu](mailto:johnson.82@osu.edu) or by calling 740.732.2381

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