

Epsilon Sigma Phi
General Business Meeting
February 23, 2006
10:00am to 12 noon
Hot Springs, AR
Minutes

Meeting was called to order by president, Becky McPeake. Declaration of a Quorum for conducting business was declared by treasurer, Beth Phelps.

Motion was made by Amy Wagnon, seconded by Carroll Guffey to dispense with the reading of the minutes of last year's general business meeting. Motion carried.

The treasurer's report was given by Beth Phelps. Figures presented reflected financial records from the last year's business meeting, February 17, 2005 through January 31, 2006. Beginning balance was \$9308.01 and cash balance as of January 31, 2006 was \$6908.13. It was noted that the organization was drawing on reserves for operating funds. Motion was made by Carroll Guffey and seconded by Alberta James to accept the financial report as presented. Motion carried.

Beth reported current membership was 81 active members, 47 life members for a total current membership of 128.

The following committee reports were presented:

Audit Committee- Bernadette Hinkle, co-chair. Linda Meeks presented report. The audit committee found no discrepancies in the pervious twelve month period and believes the records clearly reflect the accounting position of the organization. Alberta James made a motion to accept committee report, Kaye Shrout seconded. Motion carried.

Budget- Beth Phelps, chair. Gayla Taylor and Linda Meeks also served on committee. A written report on budget and actual expenses was presented to the organization (copy attached to minutes). It was noted that income did not match expenses. Conservative projection of income was based on 60 new members and 20 renewing members, reduced fundraising projections from last year, and additions of scholarships and grants from national organizations and Extension administration. Proposed new budget income was \$7195.00 and proposed expenses of \$7085.00 with carryover of \$110.00.

Allison asked question on fundraisers. There was discussion of plan of action of proposed fundraising committee. Committee was supposed to be appointed by past president, Jeff Welch. No action had been undertaken.

Renee Perkins asked about Extension related income category on budget from administration. She stated that this line item should not show as money going through the ESP budget as it was not generated by the organization. She suggested that the amount should be shown as decreased expenses rather than as income.

Renee Perkins made a motion not to include Administration scholarship in budget, Motion seconded by Mike Klumpp. Motion carried.

Point of order made by Allisen Penn. Motion to accept report with changes.

Tom Riley as parliamentarian suggested the budget committee to revise budget. Allisen asked about an explanatory note be placed at bottom of budget. Tom stated neither the income nor the expenses related to administrative budget and national meeting expense offset should be on books. To indicate this income and expense, an asterisk at the bottom of the budget and explanation that national meeting costs are being offset by ARCES administrative scholarship be noted.

Judy Riley made a motion that budget committee take into advisement of recommendations from the floor on budget discussion and resubmit a budget to quorum, Don Plunkett seconded. Motion carried. Budget committee would present revised budget before business meeting adjourned.

Bylaws- Kent Rorie reported on changes to the bylaws were presented at last general business meeting in written form and mentioned in minutes. Sections to be changed were highlighted.

Kent Rorie made a motion to accept bylaw changes as noted, Judy Riley seconded. Motion to accept Bylaw revisions carried.

Membership- Caroll Guffey reported the membership had increased from 50 to 81 active members. Carol recognized all the efforts of the district directors of ESP- Brenda Vick, Romona Theime, Kaye Shrou, Linda Meeks, and Mary Askew. A brochure developed to promote the organization was mentioned. Chris Meux would work on modifying it for the next year. Allisen Penn motioned to accept the membership committee report, Linda Meeks seconded. Motion carried.

Legislative- Judy Riley reported there was no activity of the committee due to no legislative event being planned.

Professional Improvement- Gerald Alexander, chair. Gerald was unable to attend and Linda Chappell gave the report from the committee. The professional development committee had two provisions recommended to the organization:

- 1) Bring ESP national representative to a Galaxy conference. The national organization would pay transportation. Our chapter would have to pay lodging and meals of representative. This would be an opportunity to gain knowledge of the national organization and roles/responsibilities of officers in an informal setting. Representative could also present at one of the concurrent sessions.
- 2) Continue progress toward sponsoring professional promotion document training after district fairs and before State fair in 2006.

Caroll Guffey made a motion to accept professional improvement committee report, Amy Wagnon seconded. Motion carried.

Recognition/Awards- Suzanne Harrell presented report. She suggested to call on awards before December. Lots of categories were not entered so more publicity about reports and

a longer lead time was suggested to obtain more applications. The committee functioned electronically to review award applications. Award winners needed to be contacted about submitting to national at the conclusion of Galaxy.

Kaye Shroul made a motion to accept recognition/awards committee report, Tom Riley seconded. Motion carried.

Resolutions- Brenda Vick, chair. Brenda indicated committee had solicited resolutions recommendations from membership through email and incorporated into report of the committee. A copy of the suggested resolutions was distributed to membership for discussion.

Tom Riley stated that one to the things discussed was exchanges on bidder resources.

Administration is interested in pursuing.

Kaye Shroul stated that resolutions were excellent and firmly believes that multi-county programming is the way to go.

Proposed resolution 1) *“We are concerned about the “revolving door” scenario where agents are hired right out of school, we train them, and they leave within a year or two. One possible reason for the turnover rate is lack of understanding and skills necessary to function in the Extension model. A large turnover in agents within a county means program instability. We recommend that funds be sought and dedicated to hiring recently retired agents on a work when needed basis to teach new agents skills necessary to function within the Extension educational model. We further recommend that this coincide with the three year plan for subject matter core competency.”*

Motion to accept proposed resolution 1) was made by Carroll Guffey, seconded by Candace Carrie. Motion carried.

Proposed Resolution 2) the proposal suggested to the committee was incomplete. Brenda asked recommendations from the floor to complete wording, accept or reject.

Judy Riley stated the wording might be *“we encourage exploring these and other models of multi-county programming.”* Brenda explained the basis of this resolution as there are trial models being explored in multi-county programming currently.

Don Plunkett stated he was against this proposal. Don made a motion to reject proposal. Motion was not seconded.

Beth Phelps stated that if the proposal was being addressed currently then the resolution committee should make a commendation rather than a resolution.

“While we are respectful of our current Extension model, we commend administration for steps that have been taken to pilot multi county programming and provide specialized training, and financial support. We encourage the continued exploration of other models that will encourage program specialization for agents at the county level.”

Tom Riley stated that this model is in process. Don stated if it is in process then a recommendation should not be passed but rather a commendation statement which would be more appropriate.

Tom Riley stated we needed to look at historical circumstances and there are a lot of good things we have done with traditional models. However, the model does not work everywhere- flexibility, encouragement, and being grounded in what is successful is a model to which our constituents would like to continue.

With slight revision in the wording by Bob Reynolds to delete word “other” and by Judy Riley to add “as appropriate”, Tom Riley made a motion to accept proposed resolution:

2) *“While we are respectful of our current Extension model, we commend administration for steps that have been taken to pilot multi county programming and provide specialized training, and financial support. We encourage the continued exploration of models that will encourage program specialization for agents at the county level when appropriate.”*

Motion seconded by Allisen Penn. Motion carried.

Proposed Resolution 3) *“Epsilon Sigma Phi commends administration for the increase in salary for county agents with master’s degrees.”* Renee Perkins stated since the proposal did not affect total membership, the resolution should be stricken. Motion to strike proposal was made by Renee Perkins, seconded by Don Plunkett. Three opposed. Motion to strike carried.

Proposed Resolution 3) about Promotion process not consistent from department to department. Linda Meeks stated the professional improvement committee also addressed this concern about the promotion process not following Extension guidelines in all cases. Some departments are not accepting standards due to different structure of “Division” departments. Judy Riley also made the point that because some of the standards are set at departments in the land grant system, Dr. Lyles may not be able to affect change.

Proposed Resolution 3) *“We appreciate the opportunity to apply for promotions; however the guidelines for agents and specialists who receive promotions are inconsistent from year to year and between departments and university campuses. We recommend that clear guidelines be established by the Division of Agriculture; be placed on the web under Division of Agriculture policy guide, and be followed by the entire Division.”* Kaye ShROUT motioned to accept revision of resolution, Ron Rainey seconded. Motion carried.

Other concerns from the floor were asked of quorum. Allisen Penn stated that she had concerns regarding administration support for faculty seeking terminal degrees. Allisen Penn made a motion to include resolution 4) *“We recommend that administration pursue either time and/or financial support in a consistent manner for Extension professionals seeking terminal degrees.”* Motion seconded by Amy Wagon. Motion carried.

(Resolutions to be presented attached to minutes.)

Nominating- Quinton Hornsby gave the nominating committee report. He also suggested reviewing bylaws for establishment of all districts representation on the nominating committee and rotation schedule.

Nominating committee suggested the following slate of officers:

Amy Wagon- President

Caroll Guffey- President-Elect

Terrie Treadway- Vice- President

Brenda Vick- Secretary

Beth Phelps- Treasurer

Becky McPeake- Past President

Motion made to accept report of the committee. Motion carried

Memorial- Liz Child reported that the committee may want to consider distinguishing in the future between life ESP members or historical Extension members who more than

likely were ESP members during their Extension career for inclusion in the memorial. The 2005 list was shared and developed from word of mouth mainly and Liz asked members to report to the memorial committee updates of Extension ESP members or retirees to be included in next year's memorial.

Candace Carrie made a motion to accept the memorial report, Carroll Guffey seconded. Motion carried.

Tribute- Joe Waldrum, chair. No action had been taken.

Ad Hoc Committees, Web Page and Newsletter- Becky Bridges, chair. Becky McPeake reported for Becky Bridges that web page was under development. Willa Williams also agreed to serve on committee and asked for any help and appropriate ESP info to place on web page. Terrie Treadway had published the ESP newsletter electronically and Beth Phelps had sent hard copy to retirees. Terrie stated she would be willing to chair the newsletter committee and work to publish three times per year-before Galaxy, after Galaxy, and before national meeting.

Kaye Shroul motioned to accept report, Ron Rainey seconded. Motion carried.

District Director's reports:

Ozark- Brenda Vick reported that membership had tripled in the Ozark district. 1890's- no report. It was suggested a list of 1890's contacts be made and invited to join the organization.

Retirees-no report

Ouachita- Kaye Shroul suggested continue with membership campaign

State- Linda Meeks reported increase of 13 members. She suggested two alternate directors be appointed since the state office district was so large. Due to a very large list, several eligible were not personally invited to join.

Report of National and Regional Meetings-

Amy Wagon gave a report of the meetings she had attended. She stated that the interaction with other states and national officers was very important and planned to utilize information shared at JCEP from other state presidents.

She stated by the chapter providing funds for her to attend these meetings she will be a more informed and better president.

Amy discussed the Epsilon Sigma Phi Capitol Campaign fund- This fund supports professional development scholarships. She asked membership to consider making a pledge to this fund.

Unfinished Business-The Budget committee had completed revision of the 2006 budget and Beth Phelps made a written budget revision proposal to the quorum. Revisions were made to satisfy recommendations. Total revised income was \$6045.00. Total expenses were amounted to a deficit of \$90.00. The National meeting expenses was noted offset with Administration Scholarships at bottom of budget report. (Budget attached to minutes.)

Don Plunkett made a motion to accept revisions, Alberta James seconded. Motion carried.

Committee Assignments- Becky McPeake indicated a sign up sheet for committee assignments was created and passed to membership during general meeting. Committee assignments would be made by Amy from this list and email responses to committee assignments notices.

Nomination and Election of Officers- The slate of officers was presented from the nominating committee report. Tom Riley moved that nominations cease and accept by acclimation. Motion seconded by Alberta James. Motion carried.

New Business

The Ad Hoc committees of Newsletter and Fundraising were discussed. Becky suggested if membership was interested in serving on these committees to let her know.

Memorial service- Liz Childs conducted the memorial service. Former members recognized included M.C. (Pete) McDaniel, Jane Freeman Thacker, Jerry Moss, Runyan Deere, Doug Spangler, Van Pennington, Bill Fahle, and Al Woodard.

Installation of Officers- Alberta James conducted the installation of officers.

Amy Wagon- President

Caroll Guffey- President-Elect

Terrie Treadway- Vice- President

Brenda Vick- Secretary

Beth Phelps- Treasurer

Becky McPeake- Past President

District Caucuses were needed for Ozark, 1890's and retirees. Ozark reported that Yvonne Bennett would be the new district director and Gayla Taylor would be the alternate. Other districts would report later.

A plaque for outstanding service was presented to Becky McPeake by the membership.

Linda Meeks made a motion to adjourn. Gayla Taylor seconded. Motion carried.

Meeting adjourned.

Minutes Respectfully Submitted,

Terrie Treadway
Secretary.