

1 ANREP BOD MEETING

2 20 January 2010

3 3:30 PM EST

4

5

6 *Approved minutes taken by: Ursula R. Smedly, Secretary*

7 *Submitted via email: February 17, 2010*

8

9

10 PRESENT:

11 Jeff Schalau

12 Sandy Smith

13 Ursula Smedly

14 Eleanor Burkett

15 Brenda Allen

16 Bill Hubbard

17 Mike Kuhns

18 Sue Donaldson

19 Dean Solomon

20 Mike Reichenbach

21 Amy Grotta

22

23 NOT PRESENT:

24 Will Sheftall

25

26 AGENDA

27 1:34pm MT, 3:34pm EST

28

29 Are there any additions to the Agenda?

30

31

32 Approval of Minutes from December

33

34 from Jeff to Ursula via email:

35 Page 2, Line 19: Mike to Mike R.

36 Page 4, Line 5: issue to issues

37 Page 4, Line 11: Aarons should be Ahrens

38 Page 4, Line 13: Mike to Mike R.

39 Page 4, Line 24: Fried to Freid? Freed

40 Page 4, Line 33: Storch to Stortz

41

42 Mike move to approve as amended. Sandy Seconds. All were in favor.

43

44 (Eleanor amended minutes as approved to Ursula via email during the meeting. Ursula will make
45 changes to minutes and send to Bill/Matt to upload onto website)

46

47

48 ITEM 1 -- Membership news -- Bill Hubbard

1 60 or so have responded to the first dues notice, last week via online. Waiting on Florida and some
2 minor details, otherwise online payments have gone well. We have picked up a few new members,
3 maybe 5 or so, in the last month. Encourage State champions to drum up new members. Also, with
4 regards to awards and other reasons to be members of ANREP. The new brochure should reflect our
5 new rate of \$45/year and lifetime rates, but until we get the funds to reproduce, we can amend the old.
6 Matt continues to update the website. There have been questions and inquiries as to cost to post job
7 postings, etc. Perhaps we can discuss down the line if we should charge a fee to post job
8 announcements. It doesn't cost us anything directly, other than payment to Matt to work on in general.
9 Jeff will send out new member letter soon.

10

11

12 ITEM 2 -- Treasurer report -- Will Sheftall

13 Not present

14

15 ITEM 3 -- Budget Planning -- Will Sheftall

16 Not present

17

18 ITEM 4 -- Update from Eric Norland - NIFA

19 Standing in for Eric, Michael Bowers

20

21 Continue to transition into NIFA. It will be comprised of 4 institutes, one center. These institutes will be
22 run by scientists, not necessarily by government people. We can look forward to more of the NIH model
23 and we may be looking at folks rotating positions. The idea will be to maintain a scientific perspective.
24 More focus has been toward funding and setting priorities. There is a feeling of a top down agenda as
25 opposed to in the past, where it was more of a bottom up approach. With the AFRI program, a lot of the
26 money (\$260 million) \$160 will focus on the five areas. Development of the AFRI program is on the web
27 at: (<http://www.csrees.usda.gov/fo/agriculturalandfoodresearchinitiativeafri.cfm>)

28 They'll be looking at long term, 5 year plus awards, and multi-million dollar projects. They're just still
29 trying to figure out how this will all work.

30

31 As for Extension, the Director has been challenged to spend at least 60% of the funds on integrated
32 projects- combining Extension, Education, and Research, which will double the percentage of focus.
33 Also within AFRI, fundamental research will still be a focus, with approximately a funding amount of \$60
34 million. The RFA release is planned for mid-February. In December, the Director sent a letter to land
35 grant institutions encouraging and challenging them to develop their Plans of Work around those 5
36 identified focus areas.

37 The FY 2011 budget will be coming Feb 2??? It's been approved for \$700 million, but right now funded
38 at \$260 million, so there's room to grow. It's a new and exciting time for them in DC.

39

40 Q: Foundational funding? Possibilities?

41 A: Not that he (Michael) knows of. Taking AFRI to 60% leaves a lot of room for Extension. They don't
42 necessarily need to be Res/Ext, but can be Ed/Ext.

43

44 Jeff: Seems like those grants have been so large in the past, and being the CO Agent, there is some
45 intimidation about going bigger. We're not used to working at this large of a scale, but being part of
46 something larger and collaborating with others.

47

1 Michael: Collaboration is the key through interdisciplinary situations, integration with research, etc. It'll
2 be moving out of the box for many of us. Within education reform research, there's a lot of discussion
3 about evolving in this way.

4
5 Jeff: It's harder to become part of a bigger project and perhaps collaborate across state lines, it's hard to
6 be isolated as one can be within a county.
7 Also, with regard to funding, for a county agent, it may be difficult to convince local folks to buy into
8 these larger projects.

9
10 Sue: To some extent, there's still some expectation regarding serving her region, but also to work while
11 in the county. This will be an interesting challenge.

12
13 Michael: We're always interested in new ideas how to handle these programs.

14
15 Bill H: ANREP could provide opportunities for Co. folks to connect with folks across state lines and build
16 collaborations and share our past experiences with others.

17 Michael: \$60 million in projects last year, this year, \$260 total, \$90 into foundational areas, of the
18 remainder, 60% will be toward integrated projects.

19 Extension has been thinking about outputs and logic models for awhile, so that can help Extension folks
20 a lot. Also, putting these proposals together can and will take a lot of time. There's concern that we
21 give folks enough time to put together good proposals.

22
23 Michael welcomes any comments or questions. His contact information is:

24
25 Michael A. Bowers
26 National Program Leader-Ecology
27 USDA – National Institute of Food and Agriculture

28
29 Regular Mail (allow a minimum of 2 weeks for delivery):
30 Mail Stop 2210
31 1400 Independence Ave., SW
32 Washington, DC 20250-2210

33
34 Express Mail (for time sensitive information, use overnight delivery service):
35 Waterfront Centre, Room 3211
36 800 9th St., SW
37 Washington, DC 20024

38
39 Telephone: 202-401-4510
40 Fax: 202-401-1706

41
42 Jeff: It's nice to have Michael join us, as each program leader can have a different perspective.

43
44 Sandy: Got an "integrated" grant this past fall. It was very successful, but integrated can mean different
45 things to different people in different areas.

46 Jeff: In the past, he and others spent a lot of time on the phone with the program leaders in order to
47 really understand what they're looking for.

48 Sandy: Integrated for his grant meant working with several different partners across a watershed.

1
2 Sue: Integrated for federal reporting, meaning, that projects have addressed the research, extension,
3 and educational components.
4 Sandy: Helped via an "add-on" of a component to make the larger project integrated.
5
6 ITEM 5 -- NIFA Grant for the 2010 Conference -- Jeff
7 No word from NIFA yet on the RFA.
8 ITEM 6 -- Conference Scholarship Status -- Mike Reichenbach
9 Conference Update- Eleanor
10 Working on trying to finalize conference program. She received minutes from the last call. Will work on
11 this before our next planning meeting on the 27th. Eleanor is planning on sending on to us another
12 report re: Conference registration update prior to our next meeting, so we will have the most up to
13 date numbers. We're still a little low on our registration. Maybe figure out some strategies to help on
14 that. Email to those who registered, that they need to update their abstracts by 2/28, also that all
15 session presenters registered by March 1st. We will probably have to follow up with phone calls, but
16 need to do, so we can really get going on the program. Mike R. also gave a lot of input on this. Sue
17 mentioned that this isn't uncommon, but that in the last week of Early Bird registration, numbers will
18 dramatically increase. Eleanor wants to send out gentle reminders so we can finalize things.
19
20 Jeff: Next Wednesday call same time as today, probably a 2 hour call.
21
22 ITEM 7 -- 2010 Awards Announcement-Jeff
23 Jeff left a message for Joan. He will work on putting out a call for awards, hopefully by the end of this
24 week. Eleanor, remind folks they need to be members. Sue: We should be cross-checking those.
25 Maybe Joan can put together a list and forward to Bill to double check.
26
27 ITEM 8 -- Honoraria for Presenters at 2010 Conference -- Jeff/Mike R.
28 At our last Conference, conf call, the honoraria for the Storyteller and Dr. Quagly, is that a board
29 approval item? Eleanor: Peter is looking into this for Dr. Quagly. As far as the story teller, that would be
30 separate.
31 Jeff: During that last Conference call, the group thought to give a nice book to the storyteller on behalf
32 of ANREP. Mike R: as far as budget, the Board had passed as part of the budget, to build in some dollars
33 for that. Need to work on a revised budget with Eleanor, so they can start looking at those kinds of
34 funds. Jeff: We can leave this for discussion with the conference committee.
35
36 ITEM 9 -- RFP for the 2012 Conference Site -- Sue
37 Sue: Heard from one inquiry. Mike R: Clarification, there have been two inquiries. No, three.
38 North Carolina, Berkley, CA, and Mississippi State.
39 Jeff: Next steps?
40 Sue: Deadline for submission?
41 Mike R: Originally was December 4, 2009, but was extended to January 29, 2010 (next week).
42 Sue: Do nothing yet, until the deadline is here.
43 Mike R: Email and or call. Mike R. is willing to chair as he also is the collection point for the rfps.
44 Inquiries have been curious as to whether the Board/ANREP would consider having a conference in
45 those areas.
46
47 ITEM 10 -- Discuss Committee Chairs and How to Integrate Them into Meetings and Activities -- Jeff
48 Sue sent out a copy (in table form, copied from that form to read as below):

1
2 Restructured ANREP Committees

3
4 Committee Sample Duties Chair Chair's Email Members
5 These committees have well-defined roles and specific jobs with deadlines, and should continue.
6 Awards

- 7 • Create awards application documents
- 8 • Develop online format for submission
- 9 • Judge annual awards
- 10 • Provide synopsis for conferences, Web site, and other uses Joan Bradshaw, UF
- 11 jbradsh@ufl.edu
- 12 Diomy Zamora, zamor015umn.edu
- 13 Dean Solomon, solomon@msu.edu
- 14 Bryan Fluech, fluech@ufl.edu
- 15 Gary Hawkins, ghawkins@uga.edu

16
17 **Will have at least one rep per region on the judging committee.

- 18
19 Communications • Produce quarterly newsletters
- 20 • Review Web site content and usability; recommend changes
 - 21 • Improve communications with membership Almeshia Brown, WVSU
 - 22 Abrown23@wvstateu.edu; send newsletter content to almeshia@gmail.com Diana Rashash,
 - 23 Diana_rashash@ncsu.edu
 - 24 Ursula Rosauer , urosauer@nmsu.edu
 - 25 Eli Sagor, esagor@umn.edu
 - 26 Sanford Smith, sss5@psu.edu
 - 27 Jonell Hinsey, jhinsey@tnstate.edu
 - 28 Eric Norland, enorland@csrees.usda.gov
 - 29 Nevin Dawson, ndawson@umd.edu
 - 30 Mark Megalos, mark.megalos@ncsu.edu

- 31
32 Financing and Audit • Engage in long-range financial planning to keep ANREP solvent
- 33 • Identify sources of funding/donors
 - 34 • Conduct annual audits of ANREP finances

- 35
36 Tasks:
- 37 • Audit 2008 books
 - 38 • Long-range planning for 2011 and 2012
 - 39 • Investigate changes in IRS requirements for 501(c)(3) organizations
 - 40 Will Sheftall, UF

41 President and President-Elect help with long-range planning wlsheftall@ifas.ufl.edu

42
43 NEED CHAIR Rafael Estevez, rcesteve@ncsu.edu

44
45 Audits: Include 2 Past-Presidents (Viviane and Ben) and one Regional Representative (Sandy)

46
47
48 The following committees have been restructured to streamline duties

1 Scholarship (now includes duties of evaluating requests for external support) • Review
2 applications for scholarships to biennial ANREP conference

- 3 • Solicit funds for a scholarship endowment fund
- 4 • Develop guidelines for receiving and evaluating requests for financial support from ANREP
- 5 • Review applications for financial support
- 6 • Make recommendations to the Executive Board

7
8 Tasks:

- 9 • Identify source of funds for scholarships
 - 10 • Solicit donations
 - 11 • Determine number of scholarships we can offer for 2010 conference
 - 12 • Develop guidelines for receiving and evaluating requests for financial support from ANREP
- 13 Andy Perleberg, WSU

14
15 Also:

- 16 Darcy
- 17 Sandy
- 18 Mike andyp@wsu.edu
- 19 David Dickson,
- 20 david.dickson@UCONN.EDU
- 21 Marty Havlovic, martin.havlovic@ces.uwex.edu
- 22 James Theuri, jtheu50@uiuc.edu
- 23 Amy Grotta, Amy.Grotta@kingcounty.gov
- 24 Brenda Allen, allenbm@auburn.edu
- 25 Mike Reichenbach, reich027@umn.edu

26
27 People below volunteered for External Support Committee:

- 28 Deborah Cavanaugh-Grant, cvnghgrn@illinois.edu
- 29 Jessica Sullivan, jsul@OSCEOLA.ORG
- 30 Robert Bardon, robert_bardon@ncsu.edu
- 31 Carrie Castille, ccastille@agcenter.lsu.edu
- 32 James Jeuck, james_jeuck@ncsu.edu
- 33 Ben Jackson, bjack@uga.edu

34
35 Membership (now includes duties of professional and leadership development) • Recruit new
36 members

- 37 • Maintain existing membership
- 38 • Enumerate and communicate the value of ANREP membership
- 39 • Write and conduct membership surveys
- 40 • Distribute results of membership surveys
- 41 • Identify and publicize professional and leadership development opportunities

42
43 Tasks:

- 44 • Update membership recruitment brochure
 - 45 • Using results of 2008 survey, develop one or more prof. dev. opportunities JoAnne Skelly,
- 46 UNR skellyj@unce.unr.edu
- 47 Ursula Rosauer, urosauer@nmsu.edu
- 48 Don Hanley, Hanley@wfu.edu

1 Eleanor Burkett
2
3 People below volunteered for Prof & Leadership Development Committee:
4 Deborah Cavanaugh, cvnghgrn@illinois.edu
5 Alan Long, ajlz@ufl.edu
6 Alyssa Dodd, adodd@ufl.edu
7 Janean Creighton, Creighton@wsu.edu
8 Susan Moore, susan_moore@ncsu.edu
9 Diomy Zamora, zamor015umn.edu
10 Mindy Habecker, habecker@co.dane.wi.us
11 Pat Pearson, pearsonp@wsu.edu
12 Jeff Schalau, jschalau@ag.arizona.edu
13
14 Policy and Bylaws • Review bylaws and recommend changes
15 • Review existing policies
16 • Develop a policy manual to be placed on the Web site
17
18 Tasks:
19 • Complete Policies and Procedures Manual
20 • Review and update bylaws
21 • Bring changes to membership in 2010 for a vote
22
23 Sue Donaldson donaldsons@unce.unr.edu
24
25 Martha Monroe, mcmonroe@ufl.edu
26 Mel Baughman, baughman@umn.edu
27 Suzanne Wade. Suzanne.wade@ces.uwex.edu
28
29 Strategic Planning (now includes duties of Emerging Issues) • Review existing strategic plan
30 (<http://www.anrep.org/about/strategic-plan/>)
31 • Conduct strategic planning sessions to update and expand the plan
32 • Identify and define emerging issues
33 • Collaborate with Professional and Leadership Development to identify training opportunities
34
35 Tasks:
36 • Update strategic plan Jeff Schalau jschalau@ag.arizona.edu Hank Stelzer,
37 stelzerh@missouri.edu
38 Diana Rashash, diana_rashash@ncsu.edu
39 Lauren McDonell, mcdonell@ufl.edu
40 Anna Bergstrom, awbergstrom@wsu.edu
41 Mindy Habecker, habecker@co.dane.wi.us
42
43 People below volunteered for Emerging Issues Committee:
44 Josh Idassi, jidassi@tnstate.edu
45 Dennis Hazel, dennis_hazel@ncsu.edu
46 Emily Burt, emburt@wsu.edu
47 Carol Mack, cmank@wsu.edu
48 Garry Wyatt, wyatt@umn.edu

1 Glenn Hughes, ghughes@ext.msstate.edu

2

3 Restructuring approved by ANREP Executive Committee, March 2009

4

5

6 Sue: ISSUE CONCRETE TASKS

7 Committees, who do not have measurable deliverables, should have some.

8 Each committee should be providing annual reports according to the bylaws.

9 The Awards committee is functioning.

10 Newsletters have been going out. The next issue will be a combined one.

11 Finance and Audit, working between Will, Dean, Jeff, and Mike R. Sue: that committee might include

12 both past presidents, but would entail sitting down with the books physically. Perhaps at the

13 conference? Sue did for JCEP. They spent about 2.5 hrs working on it. Mike K: Is there an option to

14 work on this digitally? Sue: Will have to discuss with Will. Jeff: Will discuss with Will S. and also the

15 budget.

16 The Scholarship committee is working on some things.

17 The NNSLE has asked Jeff to distribute a survey through State Champions related to sustainability

18 practices at work and at home. He is working with the membership committee to get it out to state

19 Champions.

20 The Membership committee is working on reinvigorating State Champions. Jeff sent out a survey

21 monkey on this item. Not sure how the communication has been going. Perhaps the Regional Reps

22 could work on finding the gaps in State Champions prior to the conference, so we can maybe have a

23 State Champion meeting. Jeff will work on this before the next meeting and then send out an email.

24 Sue: Joanne Skelly sent out a call for State Champions about 2 months ago. Eleanor suggested that it

25 might really take a phone call to get the job done. She acknowledged and many agreed that it's difficult

26 to do when you really don't know folks in your region. Sue: This committee is also supposed to do

27 professional development. We need to show what we've done to work on the issue. Eleanor: Also, we

28 have descriptions of the positions that regional representatives can use. Eleanor to Bill H: Clarification-

29 is the online directory current? Yes, current paid members through 2009. Eleanor will report back next

30 month on the progress of this. She suggested that maybe there should be a separate call with the

31 regional representatives to discuss.

32

33 Jeff: Policy and Bylaws committee, active, yes.

34 Strategic Planning- Jeff will help do that, but needs some help. It would be nice to have something done

35 prior to the Conference. Jeff will email his list to get things moving again.

36

37 ITEM 11- BYLAWS UPDATE- Sue Donaldson

38 Sue has gone through the bylaws and there are two types of corrections to make, some just typos, but

39 some are more substantive. We need to make the bylaws comply with all changes. Sue will send to

40 everyone on the Board and then at the next meeting, we need to go through and make the changes.

41 Ignore the red-lined items, and look at those substantive changes and be prepared to discuss.

42 Sandy would be willing to go through and look at the typo changes. Sue will send to everyone to review.

43 For example, we need to clarify western region states, ie. Which states are included? We need to get

44 these out at minimum of 30 days prior to our membership meeting in Fairbanks for approval from the

45 general membership. Sandy will look at and will review tomorrow and get back with Sue. They will

46 make changes and send out next week then we'll all review and be prepared to discuss the substantive

47 items prior to our February conference call.

48

1 ITEM 12 - ANREP Continuing Education proposal- Eleanor
2 Two people expressed doing presentations at the conference, but are unable to attend. We decided not
3 to allow webcasting, but perhaps to offer CE credits, with at least one of these folks. She and Mike R.
4 discussed, and think that maybe we could start with these, see if it works, then perhaps offer these or
5 do some sort of similar type webcasting later and offer CEs. Eleanor would be willing to work on this
6 after the conference, as well as Mike R.
7 Jeff: Sounds like a great idea and a nice way to engage our membership. Also, in light of off-year, mini-
8 conference type activity.
9 Eleanor: there are different things we can do so there's added value for our membership, but we might
10 look at different rates.
11 Mike R: This might be something we offer as a part of membership, as incentive to be a member. His
12 experience with this in other venues, they can become quite involved seminars.
13 Eleanor: We could focus on keeping them short enough so people can work them into their schedule.
14 Considering that Eleanor would be leaving her North Central Representative post, this could be one way
15 she could continue to give back to ANREP. She will feel these folks out and let them know that we're
16 looking at this for the future. She emphasizes that she won't really pursue working on this until after the
17 Conference in Alaska.
18
19 Final comments:
20
21 Eleanor felt like her proposal under ITEM 12 will fit well under Membership committee tasks. Also, she
22 won't be at our next BOD meeting in February. Ursula will email Mike 90 minutes prior to our next
23 meeting to get UM Connect running, unless Jeff is able to get trained on the U of Arizona system prior to
24 our next call.
25
26 Yea! Jeff made it through his first Conference Call as President. Way to Go! 😊
27
28 Motion to adjourn by Eleanor. Seconded by Brenda. All were in favor.
29
30 Call ended: 3:25 pm MT, 5:25pm EST