

1 ANREP Executive Committee Meeting

2 May 19, 2009, 2PM Central Daylight Savings Time

3

4 **Unapproved Minutes**

5 *Submitted by: Ursula Rosauer, 05/19/09 via email*

6

7 Adobe Connect Web Site

8 <https://umconnect.umn.edu/anrep>

9

10 Wikispaces page

11 <http://anrepagenda.wikispaces.com/2009+05+19>

12

13 Present:

14 Ron Mahoney, Local Conference Co-chair

15 Ben Jackson

16

17 Voting Members:

18 Darcy Batura,

19 Jeff Schalau

20 Eleanor Burkett

21 Mike Reichenbach

22 Will Sheftall

23 Ursula Rosauer

24 Brenda Allen

25

26 Other commitments will send written report or will arrive late

1 Bill Hubbard

2 Sue Donaldson

3 Sandy Smith

4

5

6 **Call for Additions to the Agenda**

7 none

8

9 **ITEM 1**

10 **Budget overview -- Will Sheftall**

11 2009 05 ANREP Budget Projections 2008-10\_2009-APR-24.xls

12 **Motion: Jeff moved to approved ANREP Budget through 2010, as presented by Treasurer, Will**  
13 **Sheftall. Brenda 2nd. All in favor. Motion passes.**

14

15 **ITEM 2**

16 **Bill Hubbard Membership Report (as given by Mike)**

17

18 1. Membership Update: 548 members; 305 have renewed to date (55.6%).

19 This is a decent retention rate with seven months to go....We should get 50 or so more with one more  
20 reminder later this year.

21

22 (Will commented: at 350 members, this is a conservative estimate for paid membership, would yield  
23 \$15,750, which is just beyond projection)

24

25 2. Website maintenance going well. Awards site is just about ready to go but he is fixing one final bug.  
26 Awards Chair should make the announcement when ready. We should probably change the due date for  
27 the awards. I am copying Matt in case he has any last minute comments.

28

1 3. No new news on the 501c3/c6 action. We are a 501 c(6) organization. Recap 6 is common business  
2 interest, and 3 is educational. IF we're a 3, folks can donate dollars as a tax deductible donation, if we're a  
3 6, they can't deduct. Also, becomes important when it comes to applying for funding, ie. grants. As a 6,  
4 we would not be eligible for these funding opportunities. Mike and Bill will continue to pursue this.

5

6 **ITEM 3**

7 **2010 Conference Agenda and update (Eleanor)- note that Eleanor also made meeting notes on**  
8 **working copy of draft**

9 There are still details to work out on tours. Program agenda outline sent yesterday via email.

10 Eleanor presented the Agenda (draft).

11 The pre-tour ends on Friday evening. This gives folks time to rest on Saturday. People who do not attend  
12 the pre-tour will have Saturday to travel, so we will start on Sunday.

13 Sunday: The Hot Springs are one hour from Fairbanks. There's lots to do there, tours, geothermal  
14 education, soak in the springs, etc. We're looking at having a dinner or bbq there for an additional  
15 charge. As far as travel, we're looking at one bus to use to travel back and forth (2 hours roundtrip).  
16 People who drive or rent vehicles, the charges for the Hot Springs will vary.

17 Alaska talk- time to share with folks what issues are and the goal of the conference

18 The Hot Springs is a business that is a very sustainably run facility- they're off the grid, they're energy  
19 sensitive, etc. They will provide an atmosphere which is inherently educational.

20 Eleanor will put more info on Chena on the website. Also, adding descriptions of all the locations with  
21 our interests in mind.

22 Monday: Meetings moved to the morning to have better attendance and so will attend the business  
23 meeting later on.

24 Poster setup will be in a large hall which can be locked overnight.

25 Plenary session- will reintroduce concept and goal of conference. Also will introduce NIFA program  
26 leaders. Mike and Bob have talked to Eric Norland, Greg Crosby, and the Deputy Director. They're  
27 interested in working with us to put on presentations and/or roundtable discussions. The objective will be  
28 to continue to build relationships with folks in Washington DC. Right now, this is 1 hr 45 minute time  
29 blocked out. The hope is that these presenters would submit abstracts as any other presenter would. This  
30 may help to tie in with our focus.

31 The concurrent sessions are 2 hours. The format will be dependent on the abstracts. Also, perhaps we  
32 can tie in NIFA folks into these sessions.

1 Will: Suggestion. Ask each of NIFA folks for a bulleted list of what they need to learn about what we're  
2 doing, to make their jobs easier, but also for them to find opportunities or identify gaps that we might fill.  
3 Perhaps have panel discussion with these folks, post-presentations.

4 Mike: Norland and Crosby are working on putting together a list of people and how they want to be  
5 involved. Mike has offered to Eric a 5-10 minute update during our Exec Committee conference call  
6 meetings (as our program leader) to help build and strengthen our relationship. Sidenote: In the past,  
7 ANREP has been the only organization to put up money (for salary) to have a representative in  
8 Washington. That has helped us with relationship building within CSREES. Also, they've given us  
9 \$5000 every year for our conferences. Eric has indicated that he'll pursue asking for money for us, but  
10 also for having people present at the conference as paid registrants. **Correction, should read: "Eric has  
11 indicated that we should pursue asking for money, but also for having National Program Leaders present  
12 at the conference as paid registrants." (6/16/09)**

13

14 (back to Eleanor's presentation)

15 ANREP Business meeting- 1 ½ hours, only as a placeholder at this time

16 Dinner- concern about the lateness... yes, Ron said it would still be open.

17 Timing questions (Ursula/Darcy)

18 Ursula: Business meeting at 1 ½ ? not enough time? Mike: would like to keep crisp and concise, so we  
19 don't lose people

20 Darcy: 1 hour vs 2 hour concurrent sessions? Concern that some folks might not want a 2 hour session.  
21 Eleanor- the sessions don't all have to be the same, some may be shorter 30-45 minute roundtables.

22 Tuesday: Workshops at 1 ½ hours, place holder right now.

23 Study tours, 3 hours might not be long enough

24 Ron: If they go late, people will adjust to the longer days and a 6:30pm dinner isn't too unreasonable.

25 Community visit- this was added to give folks an opportunity to see how they operate in a small  
26 community. Mike said that Bob suggested this as an option and that it would be a very hands-on  
27 experience... more about asking what their needs are and what Extension could offer- exchange of ideas  
28 and more of an interactive roundtable experience.

29 Will: On Awards and the Business meeting. How can we make these more meaningful? Awards- in  
30 Madison, they went too quickly. Was there slides of the awardees and their work? It would be more  
31 meaningful if we did have such slides. Ben- yes, we did this in Utah and in Madison. Business meeting-  
32 Are we going to do breakout sessions like Sue did? It might be good to get committee chairs, as well as  
33 State Champions and State Presidents up to the podium to present updates. Ron- may give folks a reason  
34 to attend the Conference as well.

1 Eleanor: Tilly Commons is like a dining hall. It's half the cost of catered meals. We'll probably do meal  
2 tickets. Also, it offer a little more flexibility with regard to times meals are available. Changed the dinner  
3 on Tuesday to 6:30pm. Eleanor will double check the hours.

4 Mike: Also allows family to eat with us.

5 Ron: maybe make note of this on the registration form.

6 Last day. Conference finale. Working with Bob on this. Allotted one hour. Folks will probably have to  
7 stay overnight, if they're headed home. Provides the afternoon to meet with colleagues or do some  
8 exploring on their own, unless they're staying for the post-conference tour.

9 Ron: Very involved agenda. Folks will look at the conference theme and location. They already know  
10 that ANREP does a great conference. Folks should be able to look at a fairly rough draft of an agenda to  
11 decide their involvement and would probably be okay with an agenda that would evolve over the next  
12 year.

13 Eleanor: Send her comments via email. We need to get a dollar amount down soon. Alaska Airlines will  
14 have reduced rates, plus another option of plane-train-plane combo option. Jennifer is helping us with  
15 that for a deadline in July 2009.

16 Jeff: Jennifer is also working on Denali trips and the like, but it may take away from Conference stuff.

17 **Motion: Will made motion to authorize the Conference Planning Committee to set the registration**  
18 **rate to \$315 as the "pre-early bird rate" good through July 15, 2009. Motion seconded by Darcy.**  
19 **All were in favor. Motion carried.**

20

#### 21 **ITEM 4**

#### 22 **Arizona Chapter Status (Jeff)**

23 Associated documents:

24 2009 05 Message from Ben Jackson Regarding 501 c3 and other policy questions 5\_1\_09.doc

25 2009 05 DRAFT Process for Chartering State ANREP Chapters 5\_19\_09.doc

26 2009 05 AZANREPdraftbylaws5\_19\_09.doc

27 The committee discussed 501 c(3) status, conflict of interest. These items did not make the by-laws.  
28 They are a larger ANREP issue. The only change from the last presentation of the by-laws, is removal of  
29 honorary membership.

30

31 **Motion: Will made motion to approve Arizona chapter formation and by-laws. Brenda seconded.**  
32 **All were in favor. Motion carried.**

1 Jeff: For the future, the same group of folks have worked on developing a process for Chartering. Send  
2 Jeff comments by June 12, 2009 and he will present at next Exec Committee meeting.

3 Will: for Eleanor suggestion: Make note on conference business meeting, to add notification of policy  
4 on Chapter development. This may help develop out new Chapters.

5

6

7 **Approval of Minutes** (minutes 042109.docx ) (Darcy can't vote on this item as she wasn't at the last  
8 meeting).

9 **Motion: Jeff moved to approve minutes from last meeting. Eleanor seconded. Darcy abstains.**  
10 **Remainder were in favor. Motion carries.**

11 **Motion: Jeff moved to adjourn. Darcy seconded. All were in favor.**

12

13 **Meeting adjourned, 4: 04 pm Central.**