

Minutes - Executive Committee Meeting and Strategic Planning Session - ANREP, December 1, 1999 - Stateline, Nevada

Meeting started at 8:10 am

In attendance - Viviane Simon-Brown, Ed Jones, Bob Edmonds, Bill Hubbard and Mike Kroenke, guests - Rick Standiford, Joni Ripee

Bob Edmonds reviewed the agenda and discussed logistics of the morning.

The following additions to the agenda/other items to discuss were suggested:

- ?? discussion on roles/responsibilities of regional chairs and also a discussion about state contacts and potential responsibilities.
- ?? Reimbursement of board members for travel
- ?? Old website still up.
- ?? Ed Jones moved to approve minutes of last meeting (July 8th, 1999)
- ?? Bill Hubbard seconded. Minutes approved unanimously.

Dues - D. Hill's computer crashed but our budget is somewhere between \$4,000 and \$5,000. We've had \$500 for food/beverage at national SAF/ANREP meeting and website name address purchase in the last few months. Other than that we haven't had much expenses. Because of this and the fact that we are relatively new, dues have not been charged for at least 24 months. A new dues structure will be as follows: 1st notice email, 2nd notice email, 3rd hard copy. Discussion ensued on the confusion of membership and who's paid up. The current situation is convoluted in that much of new membership applications come to UGA, checks go to UK and names go to Rutgers. In principle the EC agreed to have UGA maintain the list of members. The EC also charged Bill H., Mark V. and Deborah H. and membership chairs with the responsibility of keeping up with membership and dues structure. One-stop shopping. When we get new members we'll make sure the regional representatives know about them.

For dues mailing include invoice, meeting notice, newsletter, strategic plan output and EC minutes from the last year. Send this out in January. So actually, this will be a hardcopy mailing by January 15th by Deborah Hill and Bill Hubbard.

Budget - Questions really are how much is coming in and how much do we need to spend?

Another question - how much will the ANREP conference cost us?

Rick Standiford mentioned that the 1998 conference did not involve ANREP funds and he hadn't thought much about asking ANREP for funds but suggested that we could look for sharing expenses/revenues. E. Jones suggested seed money might be useful (i.e., \$2000 for example). B. Edmonds mentioned that sometimes it is a hassle to deal with via Universities. E. Jones said sometimes it is easier for an association to handle billings for conferences than universities. B. Edmonds brought out advantages/disadvantages of having an association involved with our natural resources extension conference. E. Jones moved that up to \$2000 will be maintained for purposes of seed money for the ANREP conference. V. Simon-Brown seconded this. The motion was passed. Budget for ANREP

needs to be developed annually - April of 2000 for this year and subsequent.

V. Simon Brown asked the EC to consider reimbursement of board members for meetings such as this.

A couple other issues were - do we want to have one face to face meeting of the EC per year. If this is the case, we'll seriously need to consider two year terms for everyone and finally rotate the chairs so that we maintain institutional memory. Past-president should be included in the EC. In general, it was agreed that some kind of reimbursement is needed however our budget may not support full reimbursement. A subcommittee should look at this. V. Simon-Brown will convene a committee and report back by next EC meeting.

Discussion ensued on how to institutionalize this activity. B. Hubbard said he has no problem with administration of various activities (website, newsletter, etc...) but may have to legitimize this with his administration (Directors and ANR Program Leaders). A budget will be developed on what these things will cost us. Bill will bring this up in April.

Other costs include conference call expenses and meeting room expenses (including goodies).

suggestion on our website - have a map that signifies what our regions are. What do our members want?

We need a bigger budget

regional reps need a budget for in-region promotion/travel/etc of

Election - timing, process

suggestion - two year terms are probably key. Problem - this years EC has not really gotten started and with the strategic planning process will have a buy-in. All regional chairs expressed an interest in seeing this through the next year (2000).

Nominations - email notice goes out this month to get nominations for 2000 election summarizing the situation providing the names of the incumbents and the opportunity to write in a candidate by . Goal is to keep current chairs. (Hubbard with nominating committee) and we'll need a chair-elect we'll need two nominations.

Motion

M. Kroenke moved to suggest to the By-Laws committee that the terms of the four Regional Representatives, the Secretary and the Treasurer be changed to two years to ensure continuity. To further ensure continuity, the by-laws committee should investigate a rotating term so that half the committee rotates off each year. The exact determination of who rotates off (suggested that two of the Regional Representatives and either the Secretary or the Treasurer in each year) will be determined by the By-Laws Committee. The Motion also included the suggestion to the By-Laws to draft changes to the effect that the Past-President be added to the Executive Committee for one year following completion of Presidential duties. Ed Jones seconded. The motion passed unanimously.

Motion

Ed. Jones moved that we (via Hubbard) send an email to the membership explaining the current situation and recommending that we keep the current slate of Regional Representatives, Secretary and Treasurer and that we seek nominations for a chair-elect. If someone from the ANREP membership would like to nominate someone for a Regional Representative they have the right to. Nominations for Regional Representatives, Secretary, Treasurer and chair-elect for 2001 will go out in mid-year 2000. V. Simon Brown seconded the motion. All approved.

At 10:35, Gary Goff, Mark Vodak and Deborah Hill joined via conference call. B. Edmonds summarized what had taken place to this point. After the review, Gary Goff mentioned that it sounded like we'll have more expenses than revenues. More discussion ensued and the suggestion was that this ANREP conference will not be looked at a revenue generator but that next conference be looked at in this manner.

Larry Biles, as Awards Chair said also that there may be expenses associated with awards. Ed Jones said we need to talk about this in our SP session because he'd like to pursue the timing of the awards (do we only give them out every two years? Etc.). ANREP agrees to pay for the cost of awards (about \$300). The criteria and deadline for nominations will go out in the January 15th packet (Biles will get to Hubbard the criteria).

Ed Jones brought us into the beginning phases of a Strategic Planning Session.
Flipchart information

- ?? Newsletter - how often (quarterly? Three times a year?, who does this - communication chair in charge with substantial help from the regional representatives, and others)
- ?? website - who, communication chair
- ?? use website/other comm to talk about NREM, grants, etc.
- ?? Activitism
 - ?? internal with CSREES and USDA
 - ?? External and partners
 - ?? Alert Bulletins@ on important legislation fact sheets, websites, etc.
- ?? creation of information briefs, etc that summarizes what we do
- ?? how about creating legislation
- ?? we should be on the cutting edge of public policy and issue programming; we should foster initiatives
- ?? exhibit at National ANR leaders meeting?
- ?? Survey from states on success stories to share how we connect
- ?? what should regional representative do?
 - ?? survey their states on what's on their plates; what's happening in their areas.
 - ?? survey - - how can anrep serve their needs
- ?? one final suggestion...we need to recognize past chairs, etc with plaque or something.

Next conference call is scheduled for Thursday, January 6th at 1:30 pm.

Meeting adjourned at 11:45 am.