

Minutes

ANREP Executive Committee Conference Call

6 January, 2000

Called to order: 1:35pm

Participating: B. Edmonds, G. Goff, R. Hamilton, D. Hanley, B. Hubbard, M. Kroenke, C. Schnepf, M. Vodak

Minutes were approved as mailed.

No treasurer's report was read, but B. Hubbard reported that ANREP is presently financially sound, with approximately \$5,000 in the treasury.

I. ANNOUNCEMENTS

- ?? Hubbard asked if everyone had received the information packet that had been forwarded before Christmas. Everyone had. Twenty new memberships had resulted from this, including 16 from OR.
- ?? There will be a January mailing that will include, among other things, the newsletter and election ballot. The mailing will be duplicated through email.

II. OLD BUSINESS

1.) JCEP Petition

R. Hamilton reported that he had completed all the materials to petition JCEP for membership for ANREP, included some ANREP materials from B. Edmonds, and forwarded them to Barbara McNair, current JCEP chair. JCEP was meeting today and tomorrow, and ANREP should have an answer next week. From communication with McNair, including a letter that he read to the committee, Hamilton felt positive about ANREP's chances for membership. Membership, in turn, opens the doors to ECOP and NASULGC meetings, which are scheduled in April, as well as the full JCEP membership meeting in June.

General discussion ensued: of the extension organizations in JCEP (ANREP would be the 5th organization); the advantages of membership; the apparently positive turn-around of JCEP compared to its initial reaction to ANREP's membership inquiry a year or two ago; and the Committee's consensus that ANREP help support Hubbard to travel to JCEP-related meetings in the coming year if membership is approved. The Committee thanked Hamilton for his efforts in pursuing JCEP membership for ANREP to date.

?? Awards Program

Hubbard reported for Larry Biles. The Awards Committee is chaired by Biles, and is composed of members J. Kirwin, M. Baughman, and R. Roth. It is developing a program and moving ahead, with plans to have nominations out in the January or February mailing,

and to unveil the awards program and make presentations at the meeting in Lake Tahoe. At this time one or more awards are being considered to recognize an ANREP member or members, and one to recognize a "friend of ANREP" for someone outside of the organization.

Discussion followed led by C. Schnepf about the desirability and advantages of several awards to recognize ANREP members, and he gave examples of other organizations and their awards programs. It was generally agreed to mention to Biles that the Awards Committee consider more than one award to recognize ANREP members.

?? Strategic Plan Update

Hubbard reported for E. Jones, Planning Committee Chair, that materials and information regarding the effort is being put together to include in the January info packet.

?? National Natural Resources Extension Conference

Hubbard reported for R. Standiford that everything is moving ahead and seems on schedule, except that he's not sure if all the keynote speakers are confirmed yet. Otherwise, papers have been accepted and authors notified, schedule and registration is fairly well set, and expects to have a flyer out by the end of the month.

?? Communications Chair/Newsletter

Hubbard reported that J. Kirwin had volunteered to chair this committee. Discussion followed as to other possible candidates, and E. Andrews was suggested. While she has the interest, it was reported, however, that she will be undertaking some other major obligations over the next two years or so. There being no other suggestions at this time, it was agreed to approach Kirwin.

As for the newsletter, each issue will be "regionalized". Hubbard thanked G. Goff for the NE flavor of the first one, and mentioned that M. Kroenke has agreed to give the upcoming issue a midwest flavor. Please forward newsletter ideas or articles, suggestions, etc, to Hubbard.

?? Election Update

It is the responsibility of the chair-elect to get out the ballot. Hubbard will do so. To date has received no write-ins or comments regarding the suggested ballot for the coming election. Therefore he will continue to seek a chair-elect and go with the remainder of the ballot as is. Suggestions for chair-elect were solicited. It was reported that E. Andrews was also willing to be nominated, depending on the workload. In the discussion that followed, it was agreed that the chair-elect position requires the greatest commitment of time, therefore this is probably not the best time for her to become involved at the Executive Committee level. The Committee agreed, however, that because of her interest and willingness to volunteer, it would be good to get her actively involved at some point. Other candidates will be sought for the ballot.

Because of the discussion regarding the job description for the chair-elect and the reading of its description in the bylaws, some discussion followed regarding the job descriptions, or lack thereof, of all the Executive Committee positions. Obviously, if someone is to consider one of the positions it is advantageous for them to be able to easily understand the responsibilities. The Committee may want to consider looking at a bylaw addition or job descriptions. It was suggested that everyone should look at and review their job descriptions. After the suggestion that the regional reps may want to conduct a

conference call to discuss and perhaps create an accurate job description, Kroenke volunteered to initiate a dialogue with the regional reps to do just that. Schnepf volunteered to put together a draft for the membership chair's responsibilities by either the next meeting or for the Tahoe conference.

Hubbard agreed to follow up with S. Laursen about changes to the bylaws regarding elections and two-year terms.

?? How to Energize/Revitalize ANREP

Hanley, Hubbard and Schnepf will be meeting to discuss how to better involve the membership. Suggestions and comments on how to approach the challenge:

Schnepf: What's going to get and keep people is what do they get out of it? There is a need and value in documenting what ANREP has done and report to the membership. One way is to have an awards program of 10 to 15 awards for ANREP service and accomplishment. It could help attract and keep membership. He mentioned other organizations' awards and their importance. Could we also possibly create an award for the member who recruits the most members in a given year.

Hanley: what actions can be taken? What's most effective way? Hubbard suggested using the Extension directories from the national office to mail to potential members. Could be a direct mailing every year using the brochure. Hanley added that ANREP needs to be able to take similar action for the areas of water quality, 4-H, environmental ed., range, etc. G. Goff pointed out that the extension directories include email addresses to use instead, or in conjunction. Kroenke mentioned the need to keep an accurate record of membership, who has paid, who hasn't, etc. Hubbard will be mailing out an Access file of the ANREP membership in the next few days. Hanley suggested that it could be advantageous to determine how a new member learned of ANREP and joined. Would require adding another line/question to the membership blank.

It was also suggested that ANREP might want to consider having a state-level contact, and Schnepf suggested having ANREP at each state's annual extension meetings to promote the organization. He also raised the question of how to reach extension professionals in other natural resource fields for membership, and suggested ANREP consider offering training sessions on various topics for members.

8.) Travel Reimbursement

Executive committee members can apply for up to \$500 for assistance for travel to ANREP-related meetings and functions, depending on the condition of the treasury at the time.

II. Due to conference call time constraints, discussion ended after agenda item #8 of Old Business. Two final comments in closing: 1.) It was suggested and agreed to send the Executive Committee Minutes out to the membership; 2.) Hanley will forward Hubbard a picture of the ANREP booth from the national SAF convention last fall to include in the next newsletter.

The next ANREP Executive Committee conference call is scheduled for 1:30 pm, Tuesday, 14 March, 2000.

The meeting/conference call was adjourned at 2:35 pm.

Respectively submitted,

M. Vodak, Secretary