

To: ANREP Membership  
Re: ANREP Administrative Council meeting minutes June 25, 2003  
From: Mindy Habecker, North Central ANREP Regional Chair

In attendance:

Joe Schafer, Florida, President  
Mike Kroenke, Wisconsin, Past President  
Scott Reed, President - Elect  
Viviane Simon-Brown, Western Regional Chair  
Mindy Habecker, Wisconsin, North Central Regional Chair  
Ben Jackson, Georgia, Southern Regional Chair

President Joe Schafer called the meeting to order at approximately 4:05 PM (EST) on June 25, 2003.

### **Agenda item 1. Approval of May 21, 2003 minutes**

- Item 1: Approval of the ANREP Executive Board May 21, 2003 meeting minutes. Motion was made by Kroenke and seconded by Habecker, and unanimously accepted for release to ANREP membership and posting on the ANREP web site.

### **Agenda item 2. Nominations for President-elect, Western and Southern Representatives and Treasurer**

Kroenke will put out a call for nominations by July 1, 2003. Nominations will be due back to him by July 22, 2003 5pm CT. Person nominating individuals needs to first check with the individual he/she is nominating to make sure that person would like to serve and knows the responsibilities of the position. If the nominee agrees, then pass their name and contact information (e-mail address, phone number and address) back to Kroenke by July 22, 2003.

### **Agenda item 3. State Chapter Guidelines**

Creighton not present to discuss this item. Discussion will be postponed until the next board meeting.

### **Agenda item 4. Idaho Chapter Meeting in June**

Simon-Brown relayed that the Idaho Chapter has not been formed yet.

### **Agenda item 5. Update from Awards and Recognition Committee**

No update given at this time. This agenda item will be taken up at the next board meeting.

### **Agenda item 6. Update on Committees**

Schaefer sent out a listing of the membership who volunteered to work on strategic issues at the Naples, FL ANREP conference. These need to be transcribed into our current committee designation that is somewhat different from the strategic issues. Committee chairs and board members need to provide Schaefer with input regarding which committees these volunteers could best serve on. Kroenke mentioned that we also have a listing of members that said that they would be willing to serve on committees when we did our membership survey. These two listings need to be merged so that committee membership can be determined and committees can begin to function.

Additionally, Schaefer is looking for the charter information from each committee to be provided by the chairs.

### **Agenda item 7. Membership meeting at Galaxy 11**

Reed along with the rest of the board developed a tentative agenda for the ANREP membership meeting set for Sunday, September 21, 2003 at Galaxy 11. At this point the tentative agenda would include:

- Update on ANREP IV Conference (Jim Johnson)
- Committee Reports (respective chairs)
- Update on State Chapters and Review of Proposed State Chapter Formation Guidance
- JCEP Regional Leadership Workshops

Plan to use an approach for this meeting that will allow membership to be actively involved and not just passively listening to reports. Reed will ask all the committee chairs to come up with one key question for their committee that they would like membership feedback/input on. These questions will be used to frame a dialogue between membership and current leadership. This approach could be used for the other agenda items too.

### **Agenda item 8. 2004 Regional JCEP workshops**

Schaefer related that this year's JCEP surveys did not give conclusive enough information that would lead to a change in the structure of the JCEP meetings for 2004. ANREP will be co-hosting these meetings with ESP, but how the workload is distributed between us has not yet been determined. There is also a new site-planning agency for these meetings. May wish to push for electronic registration and availability for on-line conference calling into selected meetings. No theme has been set for the meetings, but this will need to be done shortly. Some of the ideas brainstormed by the board included:

- Accountability
- Evaluation
- Conflict Resolution
- ECOP issue development (invite ECOP regional representative to the meeting and use the general session as a real-time practice field to bring state and regional issues to the table to discuss and devise strategies ECOP may use to address them)

### **Agenda item 9. JCEP meeting of June 20-23, 2003**

See e-mailed synopsis of this meeting.

### **Agenda item 10. 2004 Conference**

The board and conference planning committee will meet in West Virginia on November 3-5 for abstract review and detailed conference planning. Schaefer is considering asking for money so that travel costs can be covered in future years for this effort for board and conference planning members. He would also like to see 10% of the gross revenues of ANREP be put aside for travel scholarship for membership in the future.

### **Agenda item 11. Bylaws**

The draft bylaws will be electronically sent out 2-3 weeks prior to the Galaxy II conference and the results will be tallied and results reported to the membership at the ANREP membership meeting. At this same time the Committee Guidelines should be electronically sent out to membership for informational purposes.

The next meeting of the ANREP Executive Board is set for July 23, 2003, at 4:00 EST. Meeting was adjourned at ~ 5:40PM EST.

Minutes submitted to ANREP Executive Board for comment on June 30, 2003.