

To: ANREP Membership
Re: ANREP Administrative Council meeting minutes July 23, 2003
From: Janean Creighton, ANREP Secretary, Washington State University

In attendance:

Joe Schafer, Florida, President
Scott Reed, President Elect
Mike Kroenke, Wisconsin, Past President
Janean Creighton, Washington, Secretary
Mindy Habecker, Wisconsin, North Central Regional Chair
Bill Hubbard, Georgia, Executive Secretary

President Joe Schafer called the meeting to order at approximately 4:05 PM (EST) on July 23, 2003.

Agenda item 1. Executive Board Approvals

Approval of the ANREP Executive Board June 2003 meeting minutes. Motion was made, seconded, and unanimously accepted for release to ANREP membership and posting on the ANREP web site.

Agenda item 2. 2004 ANREP Nominations

Past-President, Mike Kroenke has completed accepting nominations for the 2004 ANREP Board positions. The secretary will send the ballots out to the membership at the beginning of August. According to the ANREP by-laws, the voting period is 30 days, at which time the “booths will be closed”. At the end of the 30 days, the secretary and 2 other ANREP members will tally the votes. The candidates will be notified prior to notifying the membership.

Agenda item 3. New ANREP Handbook Update

The ANREP Handbook is in progress. Membership committee chair, Chris Schnepf (Idaho) and ANREP Secretary Janean Creighton (Washington) are collaborating to develop a prototype. Upon completion, it was suggested that the care and feeding of the ANREP handbook be the responsibility of the ANREP Secretary. The estimated completion date is TBA.

Agenda item 4. JCEP regional meetings

President, Joe Schafer reports that ANREP will be partnering with ESP (Epsilon Sigma Phi), in the planning of the 2004 JCEP regional meetings. The theme of these years' meetings is “Building the Extension System of the Future”. One major topic of discussion will be the Leadership Advisory Council 2003 Report from ECOP. Dates and locations are as follows:

Northeast region	Baltimore, MD	January 29-31, 2004
Southern region	Atlanta, GA	February 1-3, 2004
Western region	Las Vegas, NV	February 19-21, 2004
North central region	Chicago, IL	February 22-24, 2004

This years meetings will be able to accommodate people who wish to attend the general sessions from a distance; distance delivery technology will be available.

Agenda item 5. Galaxy Conference Update

For those of you attending, the following is the meeting schedule for ANREP during the Galaxy conference:

Scheduled ANREP Activities during Galaxy II

ANREP Executive Committee Meeting
Date: Sat., Sept. 20, 2003
Time: 3:00 – 5:00
Location: Wyndham Hotel (Aspen)

ANREP Executive Committee and Standing Committee Chairs Meeting
Date: Sun., Sept. 21, 2003
Time: 8:00 – 11:00
Location: Wyndham Hotel (Aspen)

ANREP Executive Committee Meeting
Date: Sun., Sept. 21, 2003
Time: 1:00 – 3:00
Location: Wyndham Hotel (Aspen)

ANREP Business/membership Meeting
Date: Sun., Sept. 21, 2003
Time: 3:00 – 5:00
Location: Wyndham Hotel (Wasatch Ballroom, 2, 3 & 4)

President-elect Scott Reed has provided an agenda for the Business/membership meeting:

**ANREP Membership Meeting
Wasatch Ballroom
Wyndham Hotel, Salt lake City, UT
September 21, 2003
3:00 p.m.-5:00 p.m.**

- | | | |
|---------|-------------------------------------|--------------|
| 3:00 pm | Call to Order
President's Report | Joe Schaefer |
| 3:15 pm | 2004 Biennial ANREP Meeting | Jim Johnson |

3:25 pm	JCEP Regional Leadership Workshops	Joe Schaefer
3:30 pm	Committee Reports and Discussion of Key Questions <i>(one per committee)</i>	
	Membership	Chris Schnepf
	Awards	Bruce Wilkins and/or Mel Baughman
	Communication/Newsletter	Jeff Kirwan
	Policy and Bylaws	Jonathan Kays
	Strategic Planning	Viviane Simon-Brown
4:15 pm	State Chapter Guidelines	Ken Gioeli

State Chapter Reports

Wisconsin Community Development Association merging with ANREP as a state chapter	Mike Kroenke
Florida	Ken Gioeli
New York	TBA
Georgia	Charles Rice
4:45 pm Open questions/issues from the floor	Scott Reed
4:55 pm Closing Comments	Joe Schaefer

All committee chairs will be asked to send Scott Reed a key question regarding their particular committee for discussion during the membership meeting. Please forward those questions directly to Scott at Scott.Reed@orst.edu

Agenda Item 6. ANREP 2004 Conference Update

The Executive Board recommends that any requests for consideration for hosting of the 2006 ANREP national Conference be submitted to the Executive Board one month prior to the 2004 Conference this May (that means by April 1,2004). Guidelines for submission will be sent out to the membership September 1, 2003.

Agenda Item 7. Unpaid ANREP members

All unpaid ANREP memberships have until Sept. 1, 2003 to pay up, or your names will be removed from the database. It was decided by the Board that the regional representatives are responsible for contacting the delinquent folks in their region. Scott Red will be contacting all regional reps with a gentle reminder. The reps may get a listing of non-payees for their region from Bill Hubbard whubbard@uga.edu

Agenda Item 8. Committees

Chapter Formation Committee (ad hoc) - The Chapter guidelines committee reported their activities to the executive Board for comment. Among other things, the Board charged this committee with providing a document to the membership that may be used by any state/region wishing to form a chapter. This document will include a set of generic by-laws to serve as a guide for states to follow. *Members: Ken Gioeli, Chair, FANREP President; Robert Kent, NY ANREP President; Janean Creighton, ANREP Board liaison.*

President Joe Schafer will be contacting all interested persons for membership and chair positions on the following standing committees:

- Finance and audit
- Emerging issues
- Professional leadership and development

Joe will contact those who expressed interest through the Survey, the 2002 Conference or in response to the recent newsletter. If you're interested in some committee work, contact Joe at jms@mail.ifas.ufl.edu

The next meeting of the ANREP Executive Board is set for August 20, 2003, at 3:00 EST.

Minutes submitted to ANREP Executive Board for comment on August 5, 2003.