

To: ANREP Membership
Re: ANREP Administrative Council meeting minutes August 20, 2003
From: Janean Creighton, ANREP Secretary, Washington State University

In attendance:

Joe Schafer, Florida, President
Scott Reed, President Elect
Janean Creighton, Washington, Secretary
Mindy Habecker, Wisconsin, North Central Regional Representative
Bill Hubbard, Georgia, Executive Secretary
Debra Hill, Kentucky, Treasurer
Jonathan Kays, Maryland, Northeast Regional Representative

President Joe Schafer called the meeting to order at approximately 3:00 PM (EST) on August 20, 2003.

Agenda item 1. Executive Board Approvals

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

The Board approved the reprinting of the ANREP brochures: 5,000 brochures for \$1339.00.

Agenda item 2: Nomination Updates

Deadline for ANREP officer nominations is September 2, 2003. A reminder email will be sent out on August 25th in order to accommodate any recent ANREP members and encourage them to vote. As of August 25th, 100 members had voted.

Agenda item 3: Committees

Scott Reed reported that only 2 committees had submitted questions for discussion at the ANREP membership meeting at Galaxy. He will send out another request to the membership and hopefully will get more responses.

It was suggested that committee chairs should periodically rotate out of committee leadership positions, and allow others to step in. They are strongly encouraged to remain active on the committee, however. This is an issue that will be developed more fully in the ANREP membership handbook. It was also decided that Executive Board members will not hold a committee chair position, but will serve as a liaison to the Executive Board. Joe Schafer is continuing to contact interested volunteers and asking them to fill committee positions. Members are strongly encouraged to contact Joe if they are interested in working on a committee.

Each committee is asked to develop a preliminary action plan relating to the ANREP Strategic Plan, to serve as a starting point for their activities. At some point in the future, the committees

will be required to develop a more detailed charter. There will be an opportunity for the committees to meet in working groups during the ANREP National Conference in May 2004.

Agenda item 4: ANREP awards 2003-2004

The 2003 ANREP awards have been formally announced. They can be viewed on the ANREP website. The call for nominations for the 2004 awards will be coming up in January of 2004. Both 2003 and 2004 winners will be announced at May's conference.

Agenda item 5: ANREP Conference update

The Executive Board asked that guidelines be established for states to bid on hosting future ANREP conferences. One will be developed by mid-September and made available to the membership prior to the 2004 conference, in time for bidding on the 2006 meeting. These guidelines will be detailed by the Secretary and presented to the Executive Board for approval at the next Executive meeting.

Agenda item 6: ANREP Bylaws

A final draft of the ANREP bylaws will be sent out by the Executive Secretary for membership approval. Once approved the updated bylaws will be placed on the ANREP website.

Agenda item 7: Galaxy and JCEP Regional Meetings

Galaxy is fast approaching. All members who are attending are reminded of the following scheduled meetings:

ANREP Executive Committee and Standing Committee Chairs Meeting

Date: Sun., Sept. 21, 2003 Time: 8:00 – 11:00

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)

JCEP Regional meetings will be a bit different this year. Each regional meeting will have the same format and focus:

- General session: Leadership Advisory Council 2003 Report from ECOP. All members not able to attend will be able to call-in during this general session. We will also hear from CSREES.

The Regional reps will be asked to join in on the next JCEP planning meeting.

The next ANREP Executive Board meeting will be scheduled for September, sometime prior to Galaxy. Meeting was adjourned at approximately 4:30 PM (EST).

Minutes submitted to Executive Board for review September 4, 2003.