

Conference Call February 5, 2007
ANREP Executive Committee

Attending:

Sue Donaldson
Dave McGill
Ben Jackson
Bill Hubbard
Mike Reichenbach
Larry Biles
Viviane Simon-Brown
Ed Smith

Not able to attend:

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Agenda

Yearly Calendar—what needs to be done and when

Set up once a month teleconference schedule

2008 conference update

What Things we need to do this year and when?

AWARDS PROGRAM ADVERTISED:

Joan Bradshaw from Florida will be the awards chair. She is creating the materials for advertising the program. They are posted on the ANREP website.

REGIONAL WORKSHOPS

JCEP, Ben mentioned that there are a number of programs sponsored. The first one is in Nashville. We try to find someone close to these meetings to attend at least the first day to present on ANREP. Four meetings in 2007 and Two in 2008.

We did not discuss the following:

What are the dates of these meetings and who will contact individuals to attend?

JCEP sponsors Galaxie. September of 2008. Andy Londo and Keith Hawkins are on the planning committee. This event has been a money maker for ANREP. (30K last time)

PILD in late April. We have two people on the planning board. Barb Luikkonen Minnesota and Eric Eberly from West Virginia.

ANREP underwrites both Barb and Eric to go to PILD. Will need someone to replace Eric for a two year term for 2008 and 2009. Barb has one more year left.

What is the process for appointing someone to Eric's position and who will do it?

2008 CONFERENCE

Mike Reichenbach and Ben Jackson are co-program chairs for the 2008 meeting in Madison Wisconsin. The date the executive committee meets with the program committee needs to be set. We are working with David Drake and others in Wisconsin to set this date. We review abstracts at this meeting and begin setting themes for breakout sessions.

NEWSLETTER

Ken Gioli is the chair of the communication committee. Viviane is also on this committee. Two issues in 2005 and one in 2006.

Ken is interested getting out a Spring newsletter.

ELECTIONS

Ben will come up with a slate of candidates for elections.

BUDGET - TREASURER

Budget/treasurer: A three year budget was prepared 2006, 2007 and 2008 and is attached to these minutes. A 2009 budget will be prepared.

Taxes, IRS reporting is being done by Bill Hubbard

Larry asked that as we have people representing ANREP at various functions that will expect reimbursement the names need to be sent to Larry so he knows to write reimbursement checks.

EXECUTIVE COMMITTEE CONFERENCE CALLS

A conference call was set for the second Monday of every month at 12 to 2 PM Pacific Standard Time. The next meeting is March 12th.

HANDBOOK

We need to create a handbook this year. This would include the calendar and list of things we do each year. Ben Jackson is working on this. Jonathan Kays was interested in this as well.

COMMUNICATION -- REGIONAL -- STATE -- CHAPTER

One part of the job of the regional rep is to increase membership and growth of state chapters. There are state champions in each state and regional reps should be in contact with the state reps. In 2006 each member on the executive committee was a liaison to a committee and the liaison was to meet regularly with the chair of the committees to keep committees active. A suggestion was made to have regional reps meet with state presidents and state champions on a quarterly basis for the purpose of facilitating

communication and growing ANREP. A report on these calls would be made at the regularly scheduled executive committee call. Discussion: Send out an email to see if there are agenda items. We want to know if the regional reps are having contact within the region. Routine emails may be enough. The opportunity to have the group discuss items would be helpful. Seven state chapters including Maine, New York, Florida, Georgia, Ohio, Idaho, Michigan. Viviane asks how we reach out to the general membership and maintain or create value for individual members. Questions to discuss on the calls might be to ask about perceptions of ANREP's inclusion of county vs state specialist roles. The point was made that something compelling is needed to bring people into the conversation. It could be increasing members, or increasing diversity in our membership. Ben states that most states have a state JCEP and we should also build connections to these organizations. State chapters may be disconnected from the national if someone from the ANREP board does not contact them.

ACTION ITEM

Regional reps should have quarterly communications with state chapters and state champions. The method of meeting and topics to be discussed will be left up to the regional reps. Reports will be presented by Regional reps at the executive committee meetings. The first one would be done by the April meeting.

Discussion regarding committees and keeping committees active.

Two different methods were discussed. The executive committee did not discuss item 1, below, but focused on item 2.

1. Committees and board liaisons maintain regular communication
2. Committee chairs and President should meet. Discussion: Committee chairs need to have goals, request funds and know how to spend funds. Viviane is willing to talk with committee chairs. We also must know if the current committee chairs are willing to continue to serve.

ACTION ITEM

Viviane will call each committee chair to have set up a committee meeting. Discussed will be annual goals, budget requests and procedures for using money and finally how they would best like to have communication with the executive committee. She will do this before the March meeting.

CONFERENCE 2008

The theme needs to be set. Scott Drake is to send paragraph to us for use in a request for theme ideas.

Mike and Ben will send out dates for the 2008 meeting and request themes by the end of the week.

INTERNATIONAL EXTENSION STUDY TOUR

Bill Sheftall: Support for international extension. Learn how we can learn a different culture but also learn from others on how we can bring back information for use in the US. A study tour is proposed to look at sustainability, ways of thinking and ways of doing that might be adopted by extension in the US.

Board Travel				
Presidents Travel		\$2,139.00		
JCEP Executive Committee Meetings	\$3,000.00	\$1,589.00	\$3,000.00	\$3,000.00
ECOP Leadership Advisory Committee	\$1,000.00	\$979.00	\$1,000.00	\$1,600.00
PILD Conferences	\$1,000.00	\$1,769.00	\$1,000.00	\$1,000.00
Professional Associations Natl. Meetings	\$1,600.00	\$999.00	\$1,600.00	\$1,600.00
Treasurer Travel (Biannual Conference)	\$1,000.00	\$1,050.00		\$1,000.00
Committee Expenses				
Emerging Issues	\$500.00		\$500.00	\$500.00
Professional and Leadership Dev.	\$1,000.00		\$500.00	\$500.00
Galaxy Conference Planning Team	\$3,400.00	\$3,455.00	\$1,700.00	\$1,700.00
Journal of Extension Travel	\$500.00	\$2,073.00	\$500.00	\$500.00
Awards	\$1,000.00	\$1,185.00	\$1,000.00	\$1,000.00
Others	\$1,000.00			
State Chapter Payments (\$5/member)				
Florida	\$305.00		\$305.00	\$305.00
Georgia	\$340.00		\$340.00	\$340.00
Idaho	\$50.00		\$50.00	\$50.00
Michigan	\$175.00		\$175.00	\$175.00
New York	\$210.00		\$210.00	\$210.00
Ohio	\$100.00		\$100.00	\$100.00
Wisconsin	\$80.00		\$80.00	\$80.00
Other Expenses				
Galaxy Conference Reserve				\$10,000.00
Biannual Conference Expenses			\$5,000.00	
Biannual Conference Scholarships	\$0.00		\$0.00	\$1,500.00
Fiscal Audit	\$2,000.00			
Bank Expenses (Checks)	\$100.00			
Other Organizational Expenes (Postage, etc.)	\$50.00		\$50.00	\$50.00
TOTAL Expenses	\$27,810.00		\$21,510.00	\$29,610.00
Balance	\$15,690.00	\$19,638.00	\$3,680.00	\$36,570.00