

**ANREP Executive Committee
Meeting
March 18, 2020
3:00 PM – 4:34 PM EDT
Final Approved Minutes**

Attending: Alicia Betancourt (President Elect), Leslie Boby (Executive Secretary), Beth Clawson (North Central Region Rep), Jennifer Dindinger (Northeast Region Rep), Lauren Grand (Western Region Rep.), John Kushla (Past-President), Lara Milligan (President), Holly Abeels (Southern Region Rep), Kris Tiles (Treasurer)

Not Attending: Kevin Zobrist (Secretary), Eric Norland (NIFA Liaison Region Rep.)

Guests: Shannon Murray, Carrie Berger, Jim Johnson

Agenda

1. Roll Call/Quorum status

- There is a quorum.

2. Approval of February Minutes

- a. No minutes from February were presented. Held to April.

3. Assignment of Minute Proofreaders

- a. Recorder: Holly Abeels
- b. Proofreaders: Kris Tiles and Jen Dindinger

4. Agenda Approval

- A motion carried to approve the agenda

5. Reports from Committees and Initiatives

a. Initiatives

i. Climate Science – CSI – Paul Lachapelle

- Paul is joining JCEP call on Thursday to discuss cross-initiative for new National Extension Climate Initiative.

b. 2020 Conference Committee

i. COVID-19

- On Tuesday Sunriver said they would be closing through May 15th and cancelling and rescheduling all events through then. Gives us more leverage since they shouldn't be charging us cancellation fees. Might have more leverage on dates since original rescheduling dates given by Sunriver were Dec 2020-Mar 2021. Sunriver already cancelled everyone's room reservations.
- Beth made a motion to postpone the conference and dates to be worked on by the conference planning committee. Alicia seconded. Discussion – Jen added

that Shannon said Sunriver is closing for 2 months so if we postpone and they come back to say yes Dec 13-17 dates are open then we should do an electronic vote to agree on the dates. Carrie – agree Dec is a good planning time, because other conferences will shift to spring, so it would be less likely we would be competing with other conferences. Lara – lots of emails about concern.

- Jen amended motion to postpone conference and planning committee to work on securing resort for Dec 13-17 dates. Alicia seconded. Discussion – John - no opportunity to have conference before Dec dates? Shannon said that's correct. Motion passes.
 - Shannon has a call with OSU conference services after this meeting and will ask them to check with Sunriver on Dec 13-17, 2020 dates since they are not secured yet. If those dates are no longer available, conference services will work on other dates in 2021. Lara asked that as soon as conference committee knows about Dec to let us know and present other options if needed at April board meeting. Preference is to look at late February or March 2021 for plan B timeframe.
 - Will need to see how many presenters are still able to attend new dates (once we have them) and if need to fill holes then go back to those who were accepted who couldn't make May dates. If there are more holes to fill then possibly reopen call for abstracts.
 - Carrie will draft a general email to send to ANREP listserv, attendees, presenters, and a separate email to sponsors saying conference is postponed and more details coming. Will give as much information as soon as possible right now so people are aware. Leslie asked to include in email to not cancel everything right now because conference is just postponed. Clarification for email - postponed, don't cancel travel and reservation just yet, we will give them more information as soon as possible.
- ii. Budget concerns
- Language from P&P says that \$7000 from the conference would be given to ANREP. For the conference planning committee, including this \$7000 in the conference budget leads to a deficit. This deficit is there no matter how many people register for the conference and even with the \$100 increase in registration and \$19,000 in sponsorship currently.
 - This language in P&P was added recently because conference is a major source of income for ANREP and asked Oregon conference planning committee to try to commit to \$7000 to ANREP.
 - This amount is not included in the original conference RFP with Oregon so committee is free to remove \$7000 from planning budget.
- iii. Money for Amy Grotta?
- P&P handbook has a statement about contributing funds for a memorial. Do we want to contribute money for Amy Grotta memorial? Amy was on the ANREP board and contributed to forestry initiatives. Value is not to exceed \$50.
 - Kris – there is money in various line items such as President's initiatives and gifts and awards where the funds could come from.

- Lauren made a motion to contribute \$50 to OSU foundation fund under Amy's name and to rename 5K run after Bob Wheeler and Amy Grotta. Holly seconded. No discussion. Motion passes. Lara and Kris will talk about where the funds will come from.
- c. Awards
 - i. Lauren asked whether we can push back awards announcement deadline to give judges more time to finish. Alicia said that was fine and to send an email out. Lara suggested maybe adding it to the email that Carrie and Shannon are sending out.
- d. 2022 Conference Committee
 - i. Radisson in Kalamazoo only has a couple dates left in May 2022. Beth will talk with events management team about booking hotel for May 18-21, 2022 and get plan B dates if needed.
 - ii. Need to start thinking of conference planning committee for 2022 conference. Refer to P&P manual for ANREP Board commitments to planning committee.

6. Unfinished Business

- a. Process for finding new Executive Secretary
 - i. Call for Secretary
 - Jen made a couple of edits to the email that Lara sent.
 - We collectively worked on editing the call text during the meeting.
 - Need to look at the duties of the Executive Secretary and see what we really need the Executive Secretary to do for ANREP. Need to streamline duties to make it easier for the Executive Secretary.
 - Possibly give a small stipend to Darryl for adding and updating people on website and listserv. Or if people can input information for themselves on the website directory and then the Executive Secretary can just approve. Leslie will talk with Darryl.
 - Lara will send out the call mid-April.

7. Adjourn

- a. Jen made a motion to adjourn. Kris seconded. Adjourn at 4:34pm.