

ANREP Executive Committee Meeting

January 20, 2021

3:00 PM – 5:00 PM ET

Final Approved Minutes

Attending: Holly Abeels (Southern Region Rep.), Alicia Betancourt (President), Beth Clawson (President-Elect), Chad Cook (Treasurer), Erika Lyon (North Central Region Rep), Lara Milligan (Past-President), Danielle Rhea (Northeast Region Rep), Dean Solomon (Executive Secretary), Kevin Zobrist (Secretary)

Not Attending: Lauren Grand (Western Region Rep.), Eric Norland (NIFA Liaison)

Guests: Shannon Murray (2021 conference chair)

Agenda

1. Roll Call/Introductions.

- There is a quorum.

2. Assignment of Minute Proofreaders

- Recorder: Kevin Zobrist, Secretary
- Proofreaders: Lara, Holly

3. Agenda Approval

- A motion carried to approve the agenda.

4. Approval of Meeting Minutes

- A motion carried to approve the December 16th minutes.

5. Reports from Officers, Initiatives, and Current Conference Committee

- 2021 Conference Update – Shannon Murray
 - Presenters accepted for the 2020 conference have been asked for a final commitment – most presenters have agreed to proceed with their original presentations.
 - Responses to questions from the board:
 - 10 comp registrations should cover JCEP reps and upper-level sponsors who were to receive free registration.
 - The CPE fee is for continuing and professional education—this covers Shannon’s time.
 - The \$750 line item for the virtual program is placeholder for an expected cost for a graphic designer to put together a high-quality PDF of the program.
 - OSU requires insurance for in-person events, but we probably don’t need it for a virtual event. Shannon will confirm with OSU Conference Services.
 - Funds from sponsors that already paid for 2020 are rolling over to 2021 conference. We are still expecting to receive other committed funding, which is mostly from OSU and is pending. NREEF is offering a \$1,000 sponsorship for a keynote speaker or similar.
 - The Committee is looking at what services they can do themselves instead of paying OSU Conference Services.
 - A motion passes to authorize the president to sign the contract with OSU Conference Services.
- Treasurer’s Report – Chad Cook
 - Account balances on 12/31/2020:

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|------------------------------|--------------|
| ▪ Checking – 7411 | \$78,736.92 |
| ▪ Conference Checking – 5982 | \$21,918.83 |
| ▪ Escrow Savings – 5995 | \$26,792.08 |
| ▪ CD 2150 | \$20,061.75 |
| ▪ Total Assets | \$147,509.58 |
| ▪ Previous Total | \$144,097.86 |
- A lot of dues income came in during December and there were few expenses.
 - Executive Secretary’s Report – Dean Solomon
 - 277 members currently paid for 2021.
 - Leslie Bobby will continue to serve as our registered agent so that we can maintain registration as a corporation in the state of Georgia.
 - JCEP Update –Lara Milligan
 - We are promoting the Extension Leadership Conference (ELC) that is coming up in early February. Regional reps will send this out in the next regional update.
 - JCEP voted to restructure the ELC planning committee to mirror the PILD planning committee, with each organization sending two reps. We will need to appoint two ANREP reps for this. Alicia will write up a call for volunteers to include in the next regional update and also the newsletter.
 - We will include a JCEP presentation at our conference in May.
 - This year’s PILD conference in April will be virtual.
 - NREEF Update – Lara Milligan
 - NREEF is processing the results of the focus groups. The main take-home from those is that NREEF needs to do a better job of explaining who they are and what they do.
 - Regional Rep Updates
 - Southern – Holly Abeels
 - No update.
 - Western – Lauren Grand is on leave
 - Dean will send regional updates to the western region while Lauren is on leave.
 - North Central – Erika Lyon
 - No update.
 - North East – Danielle Rhea
 - No update.

6. Reports from Committees

- Awards – Alicia Betancourt
 - The call for awards is out. We will need a lot of judges.
 - Alicia will invite someone from this committee to give an update next month
- Communications – Chad Cook
 - The next newsletter will go out in February. A request for articles will go out in the next regional update.
- Membership – Lara Milligan
 - Lara would like us to be more deliberate about recruiting students, hopefully one from every state.
- Professional development
 - Alicia will invite someone from this committee to give us a report next month.
- Policy and Procedures
 - Alicia and Beth will meet soon about this. The new ELC structure requiring two ANREP reps will need to be incorporated.

- Strategic planning
 - Vacant – a call for volunteers will go out in the next regional update.
- 2022 conference – Beth
 - The first meeting will be at the end of this month. Beth got a draft written agreement from MSU and the venue that the committee will work on. Establishing firm dates is the top priority.
- Nominations – Lara
 - Lara will start circulating calls for volunteers during the May conference so that the word gets out early this year.

7. Unfinished business

- Ad Hoc committee for ANREP membership engagement
 - The first meeting will be at the end of this week.
- Business meeting minutes
 - The draft minutes from our 2020 business meeting went out to the membership.
- Past president parting gift
 - John would like a donation to NREEF in lieu of a gift—Chad and Alicia will work on making a \$50 donation in John’s name.
 - Alicia will solicit well-wishes from board members to put together a virtual card, and we will recognize him at the next business meeting.

8. New business

- Priorities for 2021
 - Smooth, efficient board meetings
 - Update P&P handbook
 - Reinvigorate committees
 - New strategic plan
 - Set up new web hosting service before 4th quarter
- Ee360 – Lara Milligan
 - This is an EPA grant awarded to the North American Association for Environmental Education (NAAEE) for environmental education. We are a dissemination partner, so the grant includes funding for ANREP members to participate in NAAEE’s professional development opportunities and for them to participate in ours.
- Web hosting options – Dean Solomon
 - An ad hoc committee has been looking into alternative web hosting services that would make web updates easier. Once the committee has evaluated options, they will make a recommendation to the board.

9. Adjournment

- The next regular board meeting will be February 17, 2021 @ 3:00 PM ET
- The meeting adjourned at 4:12 PM ET.