

ANREP Conference Business Meeting
Tuesday, May 7th, 2024
9:00 – 10:00 AM

Draft Meeting Minutes

Executive Committee Attending: Erika Lyon (President), Kevin Zobrist (President-Elect), Chad Cook (Treasurer), Andrea Lazzari (Secretary), Dean Solomon (Executive Secretary), Carrie Stevenson (Southern Region), Danielle Rhea (Northeast Region), Georgia Peterson (Northcentral Region)

Executive Committee Not Attending: Bill Warren (Past-President), Daniel Stark (Western Region), Eric Norland (NIFA Representative)

ANREP Members Present: 40

- **Call to Order**
 - Erika called meeting to order at 9:00 AM
- **Introduction of Officers**
 - Bill Warren – Past President
 - Kevin Zobrist – President Elect
 - Chad Cook - Treasurer
 - Andrea Lazzari - Secretary
 - Dean Solomon – Executive Secretary
 - Danielle Rhea – Northeast Region Representative
 - Dan Stark – Western Region Representative
 - Carrie Stevenson – Southern Region Representative
 - Georgia Peterson – Northcentral Region Representative
 - Eric Norland – NIFA Liaison
- **Call to Action**
 - Erika pitched the benefits of joining the board as a committee chair or executive committee board member. Participating allows you to hone your leadership skills and looks good during the promotion process.
 - Vacant & soon-to-be vacant positions include:
 - Extension Leadership Conference (ELC) Representative
 - Northeast Region Representative
 - North Central Representative
 - President-Elect
 - Treasurer
- **2023 Membership Meeting Minutes Approval**
 - Robert Bardon moved to approve the minutes as presented; Kevin Zobrist seconded; motion passed unopposed
- **ANREP Bylaws Amendment**
 - *Background:* Earlier this year, the ANREP Board of Directors reviewed and adopted a revised ANREP Executive Secretary job description, and it now corresponds with how

the role of that individual has evolved with technological changes and the needs of the organization.

- A detailed, updated responsibilities list is included in the ANREP Policies and Procedures Manual.
- This proposed amendment ensures consistency in the Executive Secretary role description between the Policy & Procedures Manual and organizational bylaws
- Kris Tiles moved to adopt the bylaws amendment; Ramona Madhosingh-Hector seconded; motion passed unopposed

- **Reports**

- **State of ANREP Report**

- Available online – everyone is encouraged to read it

- **Treasurer Report (Chad Cook)**

- Income

- Majority from membership dues
- EE360+ grant (final year)
- Conference revenue
 - 2022 Kalamazoo Conference netted \$10,301.39

- Expenses

- Administrative
- Awards/Scholarships
- Travel
- Program support

- Budget Overview

- 2023
 - Expenses: \$21,909
 - Income: \$27,959
- 2024 (projected)
 - Expenses: \$42,638
 - Income: \$43,500
- Financial Overview (as of 1/1/2024)
 - Checking: \$121,819
 - Savings: \$25,840
 - Conference Checking: \$33,267
 - CD: \$20,093
 - Total Assets: \$201,019

- Committee is looking for more members

- Chad also put out a call for a new treasurer – he doesn't want to serve a third term

- **Scholarship Committee (Chad Cook)**

- 2023

- 6 scholarships awarded – total of \$4,500
 - Allowed ANREP members to attend various trainings and conferences such as IUFRO-EKE, National Conference on Dialogue and Deliberation, Coastal & Estuarine Research

Federation Conference, Society of American Foresters Conference, etc.

- 2024
 - 21 scholarships awarded to attend ANREP Conference
 - 16 presenters
 - 5 students
 - All awardees were first time conference attendees
- **Executive Secretary's Report (Dean Solomon)**
 - Dean's role is to support executive board and take care of daily management tasks of the organization
 - Membership
 - 495 members over 2-year period
 - 69 new members since January 1, 2024
 - 37 states and D.C represented in membership
 - Four Districts
 - NE – 11% of membership
 - South – 46% of membership
 - North Central – 28% of membership
 - West – 15% of membership
 - Renewals and # of new members tend to be higher in conference years – 2024 has been a great year for membership
 - ANREP Portal
 - Both desktop and mobile responsive
 - In portal, you can sign up for committees and see professional and online learning opportunities
 - Coming up later this month, the quarterly newsletter and monthly regional update will be combined into a monthly ANREP digest (will include news, announcements, and stories)
 - Dean put out a call for submissions for the digest
 - Social Media
 - We have Linkedin and X accounts, which have occasional posts
 - Looking Forward
 - Pay your dues if you haven't already
 - Working on website refinements
 - Online learning opportunities
 - Committees and state chapter content
 - New ways to serve strategic plan goals
- **Professional & Leadership Development Committee (Georgia Peterson)**
 - Holly Campbell, Chair – couldn't be here today
 - Membership has increased to 11 members
 - Conducted survey of ANREP members, with 44 responses
 - Suggested professional development topics of interest
 - Preferred format – live webinar
 - Preferred frequency – quarterly

- In 2025, quarterly webinars will be resumed
 - 'Seeding Success' – upcoming program for early career professionals
 - An online, asynchronous webinar with weekly topics from June – August 2024
- **NEWFI (Jennifer Fawcett)**
 - Initiative began in 2018 due to pressing need for Extension to be more heavily involved in fire education
 - Can join NEWFI via ANREP website
 - Meet bi-annually at ANREP conference in-person
 - June 2023 – put on a train-the-trainer event on conducting fire programming in North Carolina
 - Plans for another train-the-trainer event in March 2025 in California – registration will be open soon
- **National Extension Climate & Energy Summit (Erika Lyon for Victoria Solomon)**
 - Dec 2-5, 2024 in Madison, WI
 - ANREP members should have received an email with more information
- **JCEP (Kevin Zobrist)**
 - JCEP – Joint Council of Extension Professionals (umbrella organization for all 7 Extension Professional associations)
 - All ANREP members are, by default, JCEP members
 - Professional Development Opportunities
 - Extension Leadership Conference (ELC) – 2025 dates/location TBD
 - Public Issues Leadership Development Conference (PILD) – Spring 2025 in Washington, D.C.
 - JCEP Board
 - Made up of President-Elect, President, and Past President of all 7 Extension associations
 - Another great leadership opportunity
- **Natural Resources Extension Education Foundation (NREEF) (Sandy Smith)**
 - *Background:* In early 2010s, ANREP members decided we had a need for our own private foundation to benefit ANREP by accepting charitable donations
 - 2018 – IRS paperwork was submitted, received tax-exempt status in 2019
 - NREEF's purpose is to provide funding for professional development opportunities for natural resources Extension professionals (NOT individual scholarships)
 - Their giving does not have to go solely to ANREP, but is always focused on natural resources and Extension professionals
 - Managed by a Board of Trustees
 - Benefits of NREEF
 - Provide grants for innovative professional development programming
 - Receive and manage program grants from corporations and nonprofits
 - Manage and invest funds to honor retirees or champions
 - Establish memorial funds for deceased colleagues

- Receive 'required minimum distributions' and 'residual estate gifts'
- Call to Action
 - Looking for additional trustees
 - Meet monthly with some work between meetings (approx. 6 hour/month commitment)
 - Can also make donations to NREEF
- **Announcements**
 - Silent Auction – be sure to bid
 - 2026 National ANREP Conference Announcement
 - Will be held in North Carolina, hosted by North Carolina State University!
- **Adjournment**
 - Meeting adjourned at 9:57 AM