

ANREP Executive Committee Meeting
March 15, 2022
3:00 PM – 5:00 PM ET
Meeting Minutes

Attending: Alicia Betancourt (Past-President), Beth Clawson (President), William Warren (President-Elect), Chad Cook (Treasurer), Dan Stark (Western Region Rep.), Lara Milligan (Past-President), Eric Norland (NIFA Liaison), Danielle Rhea (Northeast Region Rep), Dean Solomon (Executive Secretary), Amy Scaroni (Southern Regional Rep)

Not Attending:

Guests: Victor Blanco (Awards Committee)

AGENDA

1. Roll Call/Introductions.

2. Assignment of Minute Proofreaders

- **Recorder:** VACANT, Secretary
- **Proofreaders:** Danielle, Dan

3. Agenda Approval

- no changes; agenda approved

4. Consent agenda:

- **Approval of Meeting Minutes** – minutes approved
- **Accept into record accounting and officer reports**
- Treasurer's Report details – Chad Cook
 - Moved checks to Florida and Georgia for state dues and will move to quarterly payments for 2022.
 - A standard month for payments
 - Automatic payments to Vieth Consulting for website
- Executive Secretary's Report – Dean
 - Membership payments have picked up in last few days – getting closer to where we were historically
 - Conference registration good incentive to get dues paid
 - Dean sent out scholarship applications – now have 8 applications for Student Travel, but none received for BIPOC Community Travel
 - Members should share BIPOC scholarship with DEI teams on campuses to increase awareness
 - Judging going smoothly – 4 out of 29 judges completed as of 3/16/22
 - Board members encouraged to check out the Executive Board Committee page of the new website ANREP Executive Committee

- Travel reimbursement forms are housed there now
- Admin calendar with categorization for events
- Packet for each month's meeting, including agenda and minutes
 - Meeting email reminders that direct back to website for board packet may help to streamline process

5. Guest(s)- Reports

- Victor Blanco: Will send reminder out to judges on Monday
- Victor coordinating with Dean to download scores
- Have award notifications sent out by March 29th deadline with description of the winners and the works that won
- New website system works well for awards process

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

- NIFA Update – Eric
 - NIFA at PILD - Eric on conference panel on climate change
 - Request for Applications for AFRI Foundational and Applied Sciences
 - 2 items of interest for Extension
 - USDA Climate Hub Extension Partnership offered again this year, Extension Climate Change CAP – large awards of \$10 million with one award available
 - Developed to create system-wide leadership for Extension climate change initiatives.
 - (Brand New!) Extreme Events in Agriculture & Agroecosystems
 - Extension and Research areas targeted
 - Submit Letter of Intent within 14 days of extreme event - submissions go through peer review at NIFA, full proposals get reviewed quickly, no particular calendar deadline other than 14 days.
 - RFA defines events.
 - Eric will send out information on these funding opportunities to board tomorrow
- EEPro-NAAEE – Beth; (Lara not present)
 - Funding scholarships for ANREP– BIPOC scholarship going out, notify universities
- JCEP Update – Alicia
 - JCEP shifted timeline for JCEP board member responsibilities
 - PILD registrations a little low – good professional development event
- Foundation Update – Alicia, Dean
 - Foundation will be present at conference - have a table to build awareness

- Beth did not see link to Foundation website – Design of front page means you currently need to scroll
 - Dean can add to menu or put under Resources; goal is to make Foundation more prominent on website
- Regional Rep Updates
 - Southern – Amy
 - No updates
 - Western – Dan
 - Oregon State – new Building Pathways to Extension program
 - May want to work with ANREP
 - Take on Natural Resources, Masters students
 - Goal is to network and increase diversity
 - Opportunities for outreach with this group
 - Alicia mentioned Florida has similar program with interns matched to Extension offices
 - North Central – Erika
 - Do reps want to coordinate regional meetings at conference similar to the 2021 conference?
 - Reps will have a couple of hours on 2nd day of conference for meetings
 - Erika – send out poll to schedule planning meeting for reps
 - Potential member from Nebraska reached out asking for more information about ANREP (maybe opportunity for a Nebraska chapter?)
 - Northeast – Danielle
 - Small group met to plan fall regional meeting – will be a virtual afternoon event

7. Reports from Committees *(as needed)*

- Awards/Scholarship – Victor & Tim
 - No additional update
 - No lead for scholarship committee, Lara stepping up as interim
 - Beth reached out to a potential candidate, but board members can also reach out to members
 - 8 scholarship applications already; quick turnaround
 - Scholarship deadline is currently after early bird deadline for conference
 - Chad may also be able to assist
- Communications/Newsletter – Lynn
 - Add to Executive Committee email list
 - Promote need for newsletter articles – Chad will check in with Lynn

- Incentivize?
 - Trend is slowing
 - Opportunity to reach out to those who submitted for an award
 - Highlight award winners in newsletters (Lynn would need access to the awards applications)
 - Overview of board minutes in newsletter?
- Conference – 2022 – Beth
 - 6 weeks behind typical opening of registration
 - Early bird ends on April 1 – may be able to extend for scholarship recipients
 - Members who submitted proposals should have gotten acceptance email
 - 2nd email will go out with scheduling information
 - Make hotel and flight registrations as soon as possible with rising gas prices
 - Waterproof phone pouch to carry stuff around at conference – Beth’s sponsorship for conference
 - Silent auction donations – board members should contribute
 - Silent auction management done through website
 - Donors should plan to physically bring auction items to conference or plan for shipping costs as part of their donation
 - Check in with Silent Auction Committee
 - Make agenda pdf to download to phone and have available on a webpage
- Finance/Audit-
- Membership, Nominations/elections – Alicia
 - No update, discussion of secretary/DEI committee established
- Professional Development –
- Policy & Procedures -
- Strategic Planning/Emerging Issues – Update Complete committee dissolved until 2025

8. Unfinished business

- A few unfinished tasks – specifically DEI committee development
- Send out a general call for DEI committee members and leadership
 - Did go out in regional updates – will put at top of this month’s regional update
 - Write up like a help wanted ad
 - Can also address to the general membership at the conference – stress importance of representation
 - Easels and tripods for committee sign ups
 - Dan would be willing to assist with committee
 - Dan and Erika will work with university DEI teams to write committee description

9. New business

- Appoint secretary
 - Checking in with Holly to see if she would be interested in filling in for the remainder of Abbey's term – Alicia will reach out to

10. Adjournment

- The next regular board meeting is April 13, 2022 @ 3:00 PM ET