

ANREP Executive Committee Meeting Wednesday,

February 15, 2023

3:00 PM – 5:00 PM EST

Meeting Zoom Link:

<https://uidaho.zoom.us/j/82807105247>

Meeting Agenda

In Attendance: Bill Warren (President), Dean Solomon (Executive Secretary), Beth Clawson (Past-President), Erika Lyon (President-Elect), Chad Cook (Treasurer), Holly Abeels (Secretary), Georgia Peterson (North Central Region), Dan Stark (Western Region), Danielle Rhea (Northeast Region), Amy Scaroni (Southern Region)

Guests: Terra Freeman (Awards committee)

- 1. Roll Call/Introductions/Guests**
- 2. Additions to agenda?**
- 3. Assignment of Minute Proofreaders** – Danielle Rhea and Erika Lyon
- 4. Update Reports from outside groups and initiatives**
 - EPro-NAAEE - Renee Strnad: reports that 20 people moving through DEI course, requests Board input on work for grant in 2023 (in New Business)
 - NREEF – Beth: Board asked for 2024 conference planning update, wanted to ask about a percentage or dollar amount of registrations going to NREEF; also ask about donate button on conference website that would go to NREEF; NREEF award and how that would dovetail with ANREP awards perhaps an award for an outstanding project
- 5. Approve Minutes** – Dan motioned to approve, Amy seconded. No discussion. Motion passes and minutes approved.
- 6. Presidents Report** – Bill
 - Attended 2024 ANREP Conference planning meeting on January 27. Everything seems to be moving along on schedule, but having some delays in finding keynote speakers. RFP for talks and posters expected out by summer. Venue contract is complete.
 - Found two volunteers for ELC reps: Rachel Pienta (1 year) and Alyssa Vinson (2 year). Board approval needed.
 - President's message article to Diana for February Newsletter as well as to regional representatives for inclusion in their regional newsletters. Major call for volunteers for committees.
 - Correspondence with Kris Tiles on possible grant-supported additions to ANREP web site for member collaboration but awaiting formation of Communications Committee.
 - Routine correspondence and approval of invoices.
- 7. Treasurer's Report** – Chad
 - ANREP Balances as of 1/31/23
 - Checking (7411) \$ 118,329.07
 - Conference Checking (5982) \$ 24,465.66
 - Escrow Savings (5995) \$ 25,837.65
 - CD (2150) \$ 20,087.20

- TOTAL ASSETS \$ 188,719.58
- Previous total \$ 176,040.22
- Balance Activity:
 - Withdrawals: Payment to Veith Consulting, payment to Google Workspace, final NAAEE scholarship payments, President JCEP travel, NAAEE JEDI course payments.
 - Deposits: annual dues, JEDI course registration

8. Executive Secretary's Report – Dean

- Worked with Terra Freeman to conduct the January 24 awards program webinar, which is now posted on the website awards page. Also helped Terra send out a reminder email to members about the need for judges and other awards program information. We have 15 completed nominations as of today (not unusual - most nominations are submitted near the deadline).
- Participated in a Zoom call with Jen Fetter, Bill Warren and Beth Clawson to review 2024 conference tasks, timelines and responsibilities.
- This is a busy time of year for renewals. As of February 10, 225 members have renewed or joined for 2023 (17 new members to date). This is a bit behind last year at this time. Part of the reason may be my fault - our new policy restricts member access to the website if they have not renewed by June 30. This date showed up as the renewal deadline on invoices, which may lead some members to believe that their renewal is not due until that date. I corrected that error, so that the March reminder invoices will not include that date. Our total membership is 469, including life members.
- Before the end of the month, I plan to send a “we want you back” email to members who were dropped in December because of non-payment of dues. Working out some technical details to make it easier for those individuals to rejoin.

9. Regional Rep Updates:

- Southern – Amy
 - Quarterly Zoom meetups for southern region, successful one in December with a regional awards winner presenting on their work. March is the next meetup. Thinking of using funds for each region later in the year to pay someone to do a professional development training. Going to ask presenters at quarterly meeting to do a quick 2-minute video that could be posted on ANREP website.
- Northeast – Danielle
 - First Zoom meetup on March 2nd with a regional awards winner. Did a registration through the ANREP website to see how many people plan on coming (good data on member engagement, Dean can set a registration up for other regions too). National conference ready to recruit committee members, using Qualtrics survey: https://pennstate.qualtrics.com/jfe/form/SV_9z2WXISTqrziQh8
- West – Dan
 - Would like to try quarterly meetups over Zoom as well. Interest in the region to get together more often. Posted new job postings in western region newsletter and please put job openings on the ANREP website.
- North Central – Georgia
 - Also would like to do a regional meetup opportunity. Met with Holly Campbell about professional development committee.

10. Reports from Committees:

- Awards Committee – Terra Freeman
 - Doing well with judges (50 judges). Still waiting on the rest of award submissions. Deadline Feb 26th at 5PM.
- Newsletter – Diana Rashash
 - Sent out Newsletter today (on the 15th), May issue will be one week late
- DEI Committee – James
 - Reports they are meeting on March 13 to finalize a draft of DEI policy that will update the Affirmative Action policy, also discussing minority recruitment by working with MANRRS (Minorities in Agriculture, Natural Resources, and Related Sciences)
- Professional Development Committee – Holly Campbell
 - Holly met with Georgia on the 14th to work on plan to revitalize the committee. Some people had expressed interest in being on the committee so will follow up with those people. Maybe using a podcast format to promote successful programs for ANREP members. Videographer maybe do a talk/presentation on videography on a budget.

11. Old Business:

- New ANREP JOE Representative needed (Dan was not able to accept position)
 - Send out an announcement to membership. If board members know of someone who would be a good choice then can approach that person directly (active recruitment helps).
- 2023 ANREP Business / Awards meeting
 - Dean - Did this successfully during COVID so might be a good idea to continue to do this. Maybe have a keynote. Could find resources for an honorarium.
 - Beth and Chad both think it's a good idea. Keynote would be good to include.
 - Amy would like award winners to know they are receiving an award beforehand. Keynote could help with attendance from others that didn't receive an award.
 - Timeframe in May for hosting Business meeting and Awards ceremony.
 - Keynote ideas: keynotes from other conferences, faculty who have recently written and released a book; send email to Board with ideas on a keynote speaker.
 - Date: May 17th between 3-5PM ET via Zoom.
- Strategic Plan implementation
 - Dependent on committees getting up and running.
 - Keep this as a standing Old Business item for the year.
 - If anyone has ideas for people Bill can reach out to fill committees please let him know.
 - Dean – visually see a way to track our progress so played with the Miro board and will continue to see how it could work

12. New business:

- Regional Representative liaisons for Awards and Communication Committee
 - From January: Georgia volunteered to liaison with Professional Development committee and Danielle volunteered to liaison with DEI Committee.
 - Amy – Awards committee

- Dan – Communications committee
- Need new PILD representative to fill position vacated by Weston Miller’s recent resignation
 - Send out an announcement to membership. If board members know of someone who would be a good choice then can approach that person directly (active recruitment helps).
 - Committee meets monthly to plan conference. ANREP pays registration fee to attend the conference.
 - Georgia Peterson said she was interested in taking on the PILD rep position. Will reach out to Alicia Betancourt for more information about the conference.
- Vote on ELC representative Rachel Pienta for one more year (exp 2024) and Alyssa Vinson for two-year term (exp 2025)
 - Erika made a motion to approve Rachel and Alyssa as ELC representatives, Chad seconded. Motion approved.
- EEPPro – NAAEE Grant initiatives 2023
 - ANREP received YR2 funding already.
 - Renee suggested funding could be used for members to attend state affiliate conferences, support for DEI committee work, virtual guidelines for excellence training. Would like to hear from the board on direction we would like to take.
 - Chad – folder in google drive showcasing benchmarks we’ve made so far and she presented to the board at the end of last year. Dean will send information to the board on what’s been done so far and links to key documents.
 - Bill – all take a look at information Dean will send out, Bill will send everyone Renee’s email too
 - Bill, Dean, and Chad will drill down based on funding left, and what we still need to do to fulfill the grant requirements – then will send out short list of options to board for a vote via email

13. Adjournment at 4:20 PM ET