

ANREP Executive Committee Meeting
Wednesday, February 21, 2024
3:00 PM – 4:30 PM EDT

Meeting Minutes

In Attendance: Erika Lyon (President), Andrea Lazzari (Secretary), Dean Solomon (Executive Secretary), Georgia Peterson (North Central Region), Carrie Stevenson (Southern Region), Danielle Rhea (Northeast Region), Rachel Pienta (ELC & JOE Rep), Sarah Havens (Communications Committee Chair), Jennifer Fetter (2024 Conference Committee Chair), James Henderson (DEI Committee Chair)

Guests: None

Not Attending: Bill Warren (Past President), Kevin Zobrist (President Elect), Chad Cook (Treasurer), Dan Stark (Western Region)

1. Roll Call/Introductions/Guests

- Called to order at 3:02 PM
- Introductions for new members joining

2. Additions to Agenda

- None

3. Assignment of Minute Proofreaders

- Danielle Rhea & Erika Lyon

4. Update Reports – Outside Groups & Initiatives

- **NREEF – Dean**
 - i. Not much to report, still looking for somebody within NREEF to manage the poster contest at ANREP conference. If nobody volunteers, they are hoping to work with somebody within ANREP to put on the poster contest.
- **NEWFI**
 - i. No report
- **JCEP – Erika, Rachel, & Georgia**
 - i. Rachel gave a report on the recent Extension Leader Conference (ELC) – held in Wesley Chapel, FL. Conference was well attended (250 approx. attendees) and an ANREP association meeting was held.
 - ii. Georgia shared that PILD is open for registration and speakers have been chosen. More concurrent sessions than previous years.

5. Approve Minutes

- No corrections. We don't have a quorum so we will approve minutes at the next meeting.

6. President's Report – Erika

- Erika has been meeting with committees and has additional meetings on the schedule.
- Erika attended the ELC – great conference and keynote speaker. Higher than anticipated attendance. Good discussion at ANREP meeting about how members could get more involved.

- Attended JCEP Board meeting
- Wrote article for ANREP newsletter
- Emailed other associations inviting their members to the ANREP conference
- Planning to check in on state chapters in coming months
- Followed up with University of Georgia on resubmitting their proposal to host 2026 ANREP conference in Jekyll Island – have not heard back. North Carolina State University is interested in submitting a proposal.
- We were thanked by Ricky for considering the sponsorship request (last meeting discussion) for the ANR Communications textbook and encouraged to share textbook resource with Extension professionals.
- Other regular duties

7. Treasurer's Report – Chad

- No report

8. Executive Secretary's Report – Dean

- Assisted Terra Freeman with the awards webinar in January
- Sent out conference registration link and promotion to ANREP members after reviewing conference website
- Membership renewal invoices were not going out correctly, but the issue has been identified (invoice emails only being delivered to a small subset of members) and corrected and won't happen again
- Renewals are significantly higher than in past years! 295 members as of 2/17/24 (28 are new members).
- Worked with Chad last month to get scholarship application form linked on ANREP and conference website. Have already received some requests.

9. Regional Representative Updates

- **Northeast – Danielle**
 - i. Nothing to report
- **North Central – Georgia**
 - i. Nothing to report
- **Southern – Carrie**
 - i. Nothing to report
- **Western – Dan**
 - i. Not present – no report

10. Committee Reports

- **EE360+ Grant – Rene Strnad**
 - i. No report
- **Awards Committee – Terra Freeman**
 - i. No report
- **Professional Development Committee – Holly Campbell**
 - i. No report
- **DEI Committee – James Henderson**
 - i. James shared a summary of the DEI courses offered to ANREP professionals

- ii. In previous years, the JEDI (Justice, Equity, Diversity, & Inclusion) training has been offered to ANREP members. These courses were made possible by EE360+ grant funds. James requested that the board consider budgeting \$2,800 towards offering the JEDI training once again this year. This would significantly decrease the cost of the training for members and hopefully incentivize them to participate.
 - iii. One of the goals of the DEI committee is to work towards increasing recruitment of minorities to the natural resources Extension profession. One way this could be done is through participating in the annual [MANRRS](#) (Minorities in Agriculture, Natural Resources, & Related Sciences) meeting. ANREP could have a booth promoting our profession.
 - iv. Erika requested that the committee put together formal proposals for both requests for the board to review.
 - v. Dean asked if the committee could submit some testimonials of JEDI participants to share in the ANREP newsletter.
- **Communications Committee – Sarah Havens**
 - i. Sarah met with Erika and Dean earlier today. Next newsletter will be coming out this week.
 - ii. Committee may put out a survey and collect information at conference on how members prefer communication
 - iii. Looking for additional members
 - iv. Always looking for additional articles for the ANREP newsletter. They can be submitted anytime! Ideal length would be less than 500 words. Pictures and/or videos are also appreciated to go with articles.
- **Scholarship Committee – Chad**
 - i. No report
- **2024 Conference Planning Committee Update – Jennifer Fetter**
 - i. Registration is open and full agenda for conference is on the website
 - ii. **Key Dates & Times**
 1. Business Meeting – 9-10 AM on 5/7
 2. Awards Ceremony – 6-9 PM on 5/8 at an offsite location (transportation provided). Early transportation can be arranged for awards committee to set up if needed.
 3. Initiative Meetings – 8-9 AM on 5/8 – breakfast meetings in breakout rooms. We need to confirm how many rooms are needed.
 4. Regional Meetings – 9-10 AM on 5/8 – breakout rooms
 - a. Carrie asked if regional representatives could get a list of who is attending from their regions – Jennifer said they would get that information to them.
 5. Poster Session Contest – 6-8 PM on 5/6 – in general session room and lobby area
 - iii. MOU coming soon!
 - iv. 45 currently registered; kayak tour almost sold out

1. Erika suggested regional reps let members know tour is almost sold out as incentive to register early
- v. Halfway to sponsorship goal (\$18,000 secured)
- vi. Room block is open for reservations
- vii. Jennifer asked what space the board/committees need? – Erika will reach out to committees to see if anybody needs a space for meetings, booth, etc.
- viii. Silent auction space – Dean would like it in a visible spot with 3-4 skirted tables – probably in the exhibit/poster space in the general session room. If possible, a location that can be secured so items don't need to be taken down each evening would be preferred.
- ix. Dean shared that typically the board meets at the conference or has dinner one evening when there is no conference dinner scheduled. Erika will look into coordinating something for Tuesday evening.

11. Old Business

- **2026 Conference**

- i. Erika is going to give University of Georgia a deadline to resubmit. If not, we will need to put out an RFP for the 2026 conference location. Ideally, we would be able to announce the 2026 location at the 2024 conference.

12. New Business

- **Committee Line of Communication**

- i. Erika shared that there was some confusion from committee chairs on who to go to with questions. Erika asked if Dean would like to be the main point of contact for committees. Dean shared that if they are confused on who to contact, they can reach out to him, and he will direct them to the correct person.

13. Adjournment

- **Adjourned at 3:59 PM**