

ANREP Executive Committee Meeting
Wednesday, November 15, 2023
3:00 PM – 5:00 PM EDT

Meeting Minutes

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

Not Attending: Amy Scaroni (Southern Region)

1. **Roll Call/Introductions/Guests**
2. **Additions to agenda? – Add a report from JCEP to New Business**
3. **Assignment of Minute Proofreaders – Erika Lyon and Beth Clawson**
4. **Update Reports from outside groups and initiatives**
 - NREEF – Beth / Dean
 - Request put out for trustees and got 5 responses so far.
 - Approving \$1500 sponsorship to the conference
 - Encourage use of LinkedIn instead of Facebook
 - ee360 grant update – Renee email
 - Year 3 of the NAAEE/ANREP ee360 grant agreement has been signed. If the DEI committee doesn't report out, I know that round 2 of the ANREP JEDI 101 course has launched and last I knew, there were 15+ folks registered (James should know the final number). Year 3 funds might be used to help host an NAAEE Guidelines workshop at the ANREP conference - - all of that is TBD.
5. **Approve Minutes – Dan made a motion to approve. Beth seconded. Minutes approved.**
6. **Presidents Report – Bill**
 - Board meeting prep
 - Routine correspondence/approval of invoices
 - Met with Erika to review the position of ANREP Executive Secretary. We discussed increasing compensation for the position, how the position can best serve the changing needs of ANREP, and amendments and updating to the job description. We hope to have something to present to the Board in December.
7. **Treasurer's Report – Chad**
 - ANREP Balances as of 10/31/23**
 - Checking (7411) - \$106,563.78
 - Conference Checking (5982) - \$34,767.05
 - Escrow Savings (5995) - \$25,839.58
 - CD (2150) - \$20,091.71
 - TOTAL ASSETS - \$187,262.12
 - Previous total - \$188,585.76
 - Balance Activity:

- Withdrawals: Payment Google Workspace, Vieth Consulting, payment for JOE travel (Pienta)
- Deposits: dues, uncashed check from SC ANREP (re-deposited)

8. Executive Secretary's Report – Dean

- Compiled the 2024 election results on Nov. 1. This is the second year using our new system election module, and it went very smoothly.
- Attended the 2024 conference committee monthly meeting in October. I am planning to attend that meeting periodically and when needed.
- Set up the registration form and announcement for the December 6 professional development committee webinar. There were 25 registrants as of November 10.
- As a result of recommendations during our last board meeting, I set up an ANREP page on LinkedIn. We already have an ANREP LinkedIn group. In contrast to the group, the page is outward facing.
- As indicated in a previous email to executive committee members, I developed a system to send periodic job announcement summary emails to members who opt in
- Membership renewals came in at a bit faster rate over the past month. As of November 10, 368 members have renewed or joined for 2023 (56 new members to date). Our total membership is 505, including life members. On December 15, those who have not paid for 2023 will be removed from the membership list. 2024 dues invoices will be emailed on December 16.

9. Regional Rep Updates:

- Please put request out for a new PILD representative to membership. Let Bill know if you are interested.
- Northeast – Danielle
 - Getting ready for national conference. Abstract submissions extended. Several people volunteered to be judges.
- Northcentral – Georgia
 - Nothing to report.
- Western – Dan
 - Nothing to report for region. Biennial Conference on University Education in Natural Resources (BCUENR) planning, call for abstracts open. <https://www.forestry.oregonstate.edu/bcuenr/>

10. Reports from Committees:

- Professional and Leadership Development Committee – Bill (see Holly's report)
 - The ANREP PLD Committee will be having another professional development webinar on Wed., Dec 6th at 1pm
 - TITLE: Engaging Latinos and other underserved communities
 - SPEAKER: Ricardo Vela, Program Manager, University of California ANR News and Information Outreach in Spanish (NOS)
 - DESCRIPTION: In this fast-paced webinar, Extension program educators, advisors, and directors will learn best practices to reach and engage Latinos and the importance of creating partnerships with their local media.
 - Topics include: Audience, Messaging, Identifying community needs and priorities, Building relationships, Partnering with community organizations, Social media vs. traditional media

- Participants will gain insight into taking a multi-directional approach to outreach and using traditional media outlets more effectively, including radio, print media, broadcast TV, and news releases.
- More Info and to Register:
https://member.anrep.org/members/evr/reg_event.php?orgcode=ANRE&evid=41427923
- 2024 ANREP Conference Planning Committee – Danielle (see Jenn’s report)
 - We had 61 presentation and poster submissions at the 10/31 deadline, so we extended the deadline to 11/22. Dean sent the extended notice to the association membership.
 - We are excited to announce the addition of a full-day Gettysburg Battlefield Tour field trip the day before the conference. More details are coming soon.
 - We are planning half-day field trips for the afternoon of the conference’s second day. A few options to look forward to include a source-to-tap paddle and brewery tour (Troegs), a trip to Hawk Mountain Sanctuary, an interactive visit to Michaux State Forest and Penn State Mount Alto (one of the nation's first public forestry schools), and so much more!
 - Our programs committee has lined up a great portfolio of keynote speakers. Among them, we are excited to present David Greaves - a biologist and Remedial Project Manager (RPM) at the EPA Region 3, a wildlife photographer, and founder of Nature Under Your Nose (NUYN) brand. His love for nature and the outdoors was discovered while growing up in the Washington, D.C. area. He uses his photography and his NUYN brand to encourage Black people and other people of color of all ages and backgrounds to explore and enjoy the nature they can find all around them.
 - We are planning a walkthrough day at the conference center with our committee. We are planning that for Wednesday, Jan 10, in the afternoon. Please let me know if anyone is looking for a reason to travel and would like to join us. We would be happy to include you

11. Old Business:

- Update on ANREP Social Media Options – Dean
 - LinkedIn page <https://www.linkedin.com/company/anreporg/>

12. New business:

- Jobs board email list – Dean
 - Opt-in to get an email about new job listings.
 - Maybe start a new committee in the new year on giving advice to the board on how best to communicate to members.
- 2024 Proposed Budget – Chad
 - See Chad’s report on the proposed 2024 budget.
 - Chad will be meeting with the finance committee in the coming weeks to finalize the budget.
 - The finance committee will be working on an annual review of organization finances.
- JCEP Report – Beth

- JCEP meeting this week and discussed PILD conference and coordination/collaboration with elected officials.
 - Going to host an Extension on the Hill event in 2025, meet and greet with Elected officials and JCEP members in partnership with APLU. Extension on the Hill event will be in collaboration with APLU, not necessarily elected officials and staff.
 - Fall 2024 webinar to discuss with people attend PILD about how to meet with their elected officials, make them more comfortable in the interaction with national elected and appointed officials.

13. Adjournment – Meeting adjourned at 4:07 pm ET