ANREP Executive Committee
Meeting
October 16, 2019
3:00 PM – 4:30 PM EDT
Final Approved Minutes

ANREP Board Meeting 10/16/19 Agenda

1) Roll Call / Introductions

Attending: Alicia Betancourt (Southern Region Rep), Leslie Boby-Sabatinelli (Executive Secretary), Jennifer Dindinger (Northeast Region Rep), Lauren Grand (Western Region Rep.), John Kushla (President), Kris Tiles (Treasurer), Eric Norland (NIFA Liaison Region Rep), Beth Clawson (North Central Region Rep)

Not Attending: Kevin Zobrist (Secretary), Lara Milligan (President-Elect), James Henderson (Past President),

Guests: Shannon Murray, Tim Daly

- **There is a quorum.**

2) Assignment of Minute Proofreaders

- Recorder: Alicia Betancourt, southern region rep
- Proofreaders: Jen, Kris

3) Approval of the agenda

- **A motion carried to approve the amended Agenda. Jen/Kris**

4) Approve September 2019 minutes

- **A motion carried to approve the September 2019 minutes. Lauren/Leslie**

5) NIFA Update – Eric Norland

- **New NIFA is up and running, about 40 employees moved (from 250), they are onboarding new people. Lots of acting and interim roles are filling positions, about 180 position announcements in NIFA will go out soon. National Program Leader – Ag and Social Science posting went out, 600 applications. About 40 positions will get filled for program leaders, 6 National Science Liaisons will stay in DC. Secretary of Ag has a "One Neighborhood" initiative to attempt to get offices closer together between Jan**

through 2020. Eric will be continuing to help in the program and will be able to connect us with contacts (bridge) when the positions get filled.

6) Treasurer's Monthly Report – Kris Tiles

- ANREP balances as of 9/30/19 - Checking 7411 $59,869.75

-Conference Checking 5982	$24,855.83
-Escrow Savings 5995	$24,052.78
-Savings9281 (Energy Ini)	$2,883.93
-CD 2150	$20,021.66
TOTAL ASSETS	**$131,683.95**
Previous total (May19)	$130,316.04

Monthly Maintenance Fee (15.00)
Scholarship payment was returned ($200)
Budget:
Other Admin Expenses includes the transfer of money to NREEF that was previously held by ANREP
$400 in scholarships outstanding
Down about $5K in membership

- ANREP 2020 budget- (Moved to November)
- Scholarship report
  - **Kris shared what happened in 2018: approved 4K for scholarships (2018) out of auction and conference account funds. Committee for 2020 will be James H. and Chris Jones.**

7) 2020 Conference Committee – Shannon Murray, Program Chair

- Abstracts- **188 abstracts by 155 people, plus 5 after deadline. The review committee is going through them. Talking with Sunriver to see if we can add rooms for sessions so we can have some options. 12 proposals for workshops or special sessions, can we ask presenters to do a shortened presentation? They are seeking solutions to accommodate more sessions. Option for lightning submission? Review committee will look for ones that could be lightning presentations. Possibly chose one if multiple abstracts were submitted.**
- Sponsorships
  - NREEF update: The IRS has officially designated NREEF a charity!
  - **Working on sponsorship in budget- running about a 30k deficit- what happens if we still have a shortfall. What would happen with the 7k ANREP fee in that case (or other fees)? Board will have to consider the options if that occurs. ANREP would share the risk for overall conference deficit. OSU responsible for**

hotel rooms, ANREP for other conference costs. ANREP to discuss how a shortfall would be addressed.

- Spreadsheet

  Shannon sent out language and spreadsheet for sponsorships. Did not receive much help- OSU is reaching out personally. ANREP needs to help with outreach, Shannon will email the link- please add your input and reach out to your contacts in organizations for sponsors. Asking for ANREP to reach out to people we know. John wants language to let them know that NREEF donation is tax-deductible. Shannon will let people know who contact her about sponsorship. Shannon will follow up with John and Sandy to see how the fund transfers will work.

- Conference registration fee
  - **Working on setting up system for early registration $530 member, $590 non-member (included deficit), will also have other fees built in (one day, tours ect.) About $100 more than Mississippi. Calif registration was $450. Working to reduce the banquet fee which is currently at $75 per person. Registration numbers in budget 180-280, range of deficit 33k- 31K respectively.**
  - **Logistical problem with adding membership fee in registration, board will discuss, they want to link to ANREP (button) to pay membership now. ANREP would prefer that the Membership fee for non- members be included. We will revisit when we hear more from OSU.**
  - **Scholarship would have to come from ANREP not NREEF, does not need to be advertised on the conference page- will go out through list-serve not conference website. Need early registrations dates to coordinate scholarship deadline. At least fund 16- $250 for $4,000 plus funds generated**
  - **MOTION- 2020 conference ANREP will offer 18 scholarships at $250 each ($4,500) with the option to offer more if sponsorships or donations allows. (Jen/Alicia)- passed**

8) Executive Secretary's Report – Leslie Boby-Sabatinelli

- **She is sending out renewal notices, setting up GA and FL to have the same records by email.**

9) JCEP Update – James Henderson (absent)

10) Regional Reps: Updates

- Southern Region Representative – Alicia Betancourt
  - None (Alicia will send John the initiative names for invitation to the board meeting in November, we need to designate a time for the discussion of strategic direction)

The following was held to November due to time

- Western Region Representative – Lauren Grand
- North Central Region Representative – Beth Clawson
- North East Region Representative – Jennifer Dindinger

2) Standing Committee Reports

a. Awards Alicia, Lauren
   - Need new committee chair

b. Communications Chad Cook, James, Kevin

c. Scholarship Kris, James

d. Finance/Audit Kris, Jen

e. Membership Beth, Lara, Alicia
   - Reach out to 1890 & 1994 institutions—done

f. Professional Development Lauren, Beth, Lara
   - Need new committee chair

g. Policy & Procedures Kris, Lara, Jen, Kevin

3) Old business

4) New business

- Appoint new select committee for Strategic Planning and Emerging Issues
  - Tim Daly, ANR Agent, UGA Extension
  - **Tim will talk to Mindy Habecker about the plan and committee and join us next meeting to be charged with leading the committee if he is comfortable with the workload.**
  - **Call for volunteers through regional reps. When Tim is ready to do recruiting**
- Board consideration for eXtension survey for NIFA programs
  - **Put in newsletter for November**

5) Adjourn

- The next meeting will be November 20, 2019 @ 3:00 PM ET.

- A motion carried to adjourn the meeting at 4:36 PM Eastern Time.