

**ANREP Executive Committee
Meeting
June 17,2020
3:00 PM – 4:30 PM EDT
Final Approved Minutes**

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

Not Attending:

Guests: Paul Lachapelle

Agenda

1. Roll Call/Introductions.

- There is a quorum.

2. Minutes Recording

- Recorder: Kevin Zobrist, Secretary
- Proofreaders: Lauren, Alicia

3. Approval of Meeting Minutes

- A motion carried to approve the February 2020 minutes.
- A motion carried to approve the May 2020 minutes.

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

- National Extension Climate Initiative – Paul Lachapelle
 - This is a faculty/staff-led initiative through eXtension to network and share climate resources among land grant and sea grant institutions.
 - They are working on an inventory across U.S. of Extension climate work and resources with funding support from ECOP.
 - There are monthly meetings open to anyone and recordings of past meetings are available.
- NIFA Update – Eric Norland
 - Still trying to hire national program leaders in Kansas City. It has been difficult to recruit people who are willing to move to Kansas City and move from state-level to national-level responsibilities without a commensurate increase in salary and recognition.
- Treasurers Report – Kris Tiles
 - Our Quicken data is now backed up online.
 - Account balances on 5/31/2020:

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|---------------------------------|--------------|
| ▪ Checking – 7411 | \$73,905.54 |
| ▪ Conference Checking – 5982 | \$21,918.83 |
| ▪ Escrow Savings – 5995 | \$24,056.00 |
| ▪ Savings – 9281 (energy init.) | \$2,749.32 |
| ▪ CD 2150 | \$20,041.70 |
| ▪ Total Assets | \$142,671.39 |

- Previous Total (May 2019) \$143,360.93
 - Activity
 - Monthly account maintenance fee (9281)
 - Dues
 - NREEF transfer
 - PILD registration
 - Budget
 - We served as a pass-through for funds from OSU to NREEF
 - Return of travel money that was returned to us for a cancelled trip. This was paid off of the 2019 budget, so it looks like there is 2020 income from this.
 - So far income exceeds
 - Kris will talk to Bank of America about the possibility of waiving the account maintenance fees. Once the new Exec Secretary is in place, we will look at switching banks altogether.
- Executive Secretary's Report – Leslie Boby
 - Will be working on catching up with renewal notices.
- JCEP Update – John Kushla
 - Call for proposals out for Extension Leadership Conference April 10-11, 2021 in Kansas City.
 - PILD conference will be April 12-14, 2021 in Arlington, VA.
- NREEF Update – John Kushla
 - NREEF would like a formal endorsement from ANREP for their summer needs assessment focus groups. John will ask NREEF what, specifically, this endorsement would look like (letter, email, or?).
- Regional Rep Updates
 - Southern Region – Holly Abeels
 - No update
 - Western Region – Lauren Grand
 - No update
 - North Central Region – Beth Clawson
 - Big budget cuts in Michigan; Beth's office has to move.
 - North East Region – Jennifer Dindinger
 - Sent out regional email reminders of upcoming elections, conference dates, and how to use the list serve.
 - Still working on connecting with New York and Maine chapters.

5. Reports from Committees

- Awards – Lauren
 - 2020 award certificates have been mailed, except for those who want to receive theirs at the 2021 conference
 - Lauren still does not have access to her office to send out the 2019 certificates.
- Communications – Kevin
 - The committee will meet next week to talk about future directions and creating a greater social media presence.
- Finance/Audit – Kris, Jen
 - Overall things looking good—just a couple small things that needed additional clarification.
 - Recommend policy change to have travel reimbursement after the event, to avoid situations have having to take the money back when travel ends up not happening.
 - We may want to include full names on audit forms rather than just initials.
- 2022 Conference Committee – Beth

- Beth is pushing the events management folks to get things nailed down with the venue.

6. Unfinished Business

- Executive Secretary Replacement
 - There are two candidates that we will interview.
 - The interview team will be Lara, Alicia, Holly, and Jen.
 - Lara worked with Bill Hubbard to create draft questions and will make this a Google doc so that the interview team can refine these.
- Annual membership meeting
 - We would like to do some sort of online general membership meeting with our usual conference business meeting plus some additional content.
 - Lara will chair a committee to put this together; Lauren will write something up that the regional reps can send out to solicit volunteers to put this together. Beth will create a Google form to send out to the membership to get suggestions for content.
 - It would be good to do this before August elections so that we can solicit volunteers to run for board positions.

7. Announcements

- JCEP is looking for a new Executive Secretary. Interested persons can contact John.

8. Adjournment

- The next meeting will be July 15, 2020 @ 3:00 PM ET.
- The meeting adjourned at 4:30 PM ET.