

## **ANREP Executive Committee Meeting**

**Oct. 20, 2021**

**3:00 PM – 4:30 PM ET**

### **Minutes**

**Attending:** Holly Abeels (Southern Region Rep.), Alicia Betancourt (President), Danielle Rhea (Northeast Region Rep), Dean Solomon (Executive Secretary), Erika Lyon (North Central Region Rep), Chad Cook (Treasurer), Lara Milligan (Past-President), Lauren Grand (Western Region Rep.)

**Not Attending:**

Eric Norland (NIFA Liaison), Beth Clawson (President-Elect), Kevin Zobrist (Secretary)

**Guests:**

Lynn Dickinson, new communications chair – Welcome! And Bill Warren, Chair of strategic planning committee.

### **Agenda**

**1. Roll Call/Introductions.**

**2. Assignment of Minute Proofreaders**

- Recorder: Lauren Grand
- Proofreaders: Holly and Danielle

**3. Agenda Approval**

- Holly made motion and Danielle Seconds. Motion passes.

**4. Approval of Meeting Minutes (Aug and Sept)**

- Chad moves to approve both. Holly seconds. Motion passes.

**5. Reports from Officers and Initiatives**

- ANREP Strategic Plan, final adoption- Bill, Erika, Beth, Jen, Andy
  - Organized and purposefully succinct.
  - Designed to be a marketing tool
  - Includes vision, mission, values, and goals
  - Mission was selected by the membership in a survey
  - Goals for the next 5 years based on the membership survey and conference participants
  - Added map of land grant institutions and regions and hyperlinks for more information. QR code for printed copies.
  - Living document for board and committees to use to move the organization towards these goals.
  - Purposefully did not get into the mechanics of the organizational structure of the organization because those details are in the policy and procedures.
  - May have a separate meeting to brainstorm how to implement the strategic plan.
  - Dean will explore what we will do about potential dead end links when we move to the new website.
  - Chad moves to adopt plan. Holly seconds.
  - Dean will replace the old plan on the website.
- Treasurer's Report – Chad Cook

- ANREP Balances as of 9/30/21
  - Checking (7411) \$ 88,847.16
  - Conference Checking (5982) \$ 21,918.83
  - Escrow Savings (5995) \$ 26,794.10
  - CD (2150) \$ 20,076.81
  - TOTAL ASSETS \$ 157,636.90
  - Previous total \$ 157,492.64
- See Treasurer's report for further details
- Conference financials
  - Revenue after OSU Conference Services' fees is \$34,149.66. After the CPE fee for Shannon Murray's time and resources on the conference and the \$7,000 direct payment to ANREP are taken into account, the 50/50 revenue split between ANREP and OSU Extension is \$4,546.83 each.
- Executive Secretary's Report – Dean Solomon
  - Finalized the agreement with MemberLeap
  - A website template was selected with board input and content is migrating over.
  - Working with Awards committee to do them more efficiently with MemberLeap.
  - Attended Conference committee meeting. What role would you like the Executive Secretary to play with the conference committee? – Dean will follow up with the chair to see what is needed.
- NIFA Update – Eric Norland
  - Eric not in attendance
- JCEP Update – Alicia
  - Extension leadership conference RFP has been sent – encourage members to respond and participate. Conference in person in Kansas City in February.
  - PILD conference in person April 3-6 in Crystal City, VA.
  - PILD RFP will be out next week to share with members.
- Foundation Update – Lara Milligan and Dean Solomon
  - Webinars done monthly on the NREEF website – to be shared with ANREP membership.
  - They will be sending donation letters to ANREP members by mail which was approved by board last month.
- Regional Rep Updates
  - Southern region– Holly Abeels
    - Looking forward to hearing election results.
  - Western region- Lauren Grand
    - Hosting Volunteer program in Dec.
  - North Central – Erika Lyon
    - Purdue Extension is hoping to build numbers and are looking to start a state chapter eventually. And they can pay all their dues at once
    - Ohio State University is looking to make constitution and bylaws more inclusive. Want to change from ANROP to Ohio ANREP.
    - Ohio is considering hosting the conference at some point in the future and is looking for more information. Dean will help answer their questions.
    - DEI webinar coming up. Some sign ups that aren't ANREP members, so hoping to turn them into registrations.
  - Northeast region – Danielle Rhea
    - Still no word from NY

## 6. Reports from Committees

- Communications – Lynn Dickinson
  - Had a meeting and will start with a survey to get info from members about any needed changes on newsletter and what social media they'd be interested in
  - Hoping to learn what direction to move to so that members can get info in the best way.
- 2022 Conference – Beth Clawson
  - Looking for hosts for 2024 – Alicia
- EEPro-NAAEE, Lara
  - Will be sending out plan for spending money on the grant.
- Membership, Nominations/ elections– Lara
  - Closed Oct. 10
  - Waiting on results from Darryl
- Professional Development- Norm
  - Not present
- Transition team- Dean
  - Getting started migrating info to new site
- P and P, final adoption- Alicia and Lara
  - Didn't make big substantive changes
  - Removed state champion designation that wasn't working any more
  - Added that the board can designate duties to the Exec secretary as needed on a year by year basis to help with the conference committee.
  - Erika moves to adopt. Holly seconds. P and P is adopted.
- JOE update- Kevin
  - They haven't met, no update.

## 7. Unfinished business

- Payment options for states

## 8. New business

- New conference abstract solution, this might be an option. I was introduced to this in a regional harmful algal bloom group I'm in. We're using this to receive and review abstracts for an upcoming conference. <https://cmt3.research.microsoft.com/About> -Chad
  - Can see abstract, questions answered and as a reviewer can review the abstract by answering pre-entered questions, then can build conference tracks and create program right in the system.
  - Chad will be willing to help us get a presentation on its use, if interested.
  - MemberLeap has something like this but would cost an extra \$300 per year.
- Tribute to Jim Finley
  - Jim was an ANREP fixture and had a large influence on forestry in PA. Jim left a huge legacy.
  - We will consider doing something at the next conference to remember him and chat with the awards committee about naming an award after him.

## 9. Adjournment

- The next regular board meeting will be November 17, 2021 @ 3:00 PM ET
- The meeting adjourned at 4:10pm ET