

**ANREP Executive Committee Meeting**  
**Wednesday, October 16, 2024**  
**3:00 PM – 4:30 PM EDT**

**Meeting Minutes**

**In Attendance:** Erika Lyon (President), Kevin Zobrist (President-Elect), Andrea Lazzari (Secretary), Dean Solomon (Executive Secretary), Carrie Stevenson (Southern Region), Chad Cook (Treasurer), Danielle Rhea (Northeast Region), Erin Trouba (DEI Committee Chair), Eric Norland (USDA-NIFA)

**Not Attending:** Leslie Boby (PILD Representative), Sarah Havens (Communications Committee Chair), Rachel Pienta (JOE Representative), Andrew Londo (ELC Representative), Daniel Stark (Western Region), Bill Warren (Past-President), Georgia Peterson (Northcentral Region)

**1. Roll Call/Introductions/Guests**

- Meeting called to order at 3:01 PM

**2. Additions to Agenda**

- 2025 Draft Budget – under New Business

**3. Assignment of Minute Proofreaders**

- Danielle & Erika

**4. Approve Minutes**

- Chad moved to approve as written, Kevin seconded; no discussion; motion passed unopposed

**5. Update Reports – Outside Groups & Initiatives**

- **NIFA – Eric Norland**
  - i. Nothing to report
- **NREEF – Dean/Bill**
  - i. Dean shared there was continued discussion at the last meeting about raising funds to make charitable donations to partner groups
- **NEWFI – Jennifer Fawcett**
  - i. Not present – no report
- **JCEP - Erika**
  - i. **JCEP – Erika**
    - 1. No update
  - ii. **PILD – Leslie Boby, Georgia**
    - 1. Not present – no report
  - iii. **ELC – Erika**
    - 1. Received 77 abstract and review has begun
    - 2. The agenda is still tentative but should be finalized and shared shortly
  - iv. **JOE – Rachel Pienta**
    - 1. Not present – no report

**6. President's Report – Erika**

- Approved, signed, and submitted modified NC State conference contract
- Responded to some potential interest in the Awards Committee chair position

- Wrote column for this month's newsletter
- Routine correspondence, approval of invoices, and meeting preparations

#### **7. Treasurer's Report – Chad**

- Account Balances as of 9/30/2024
  - Checking (7411): \$111,722.26
  - Conference Checking (5982): \$28,017.05
  - Escrow Savings (5995): \$25,841.94
  - CD (2150): \$20,097.26
  - Total Assets: \$185,678.51
- Balance Activity
  - Withdrawals: Vieth Consulting
  - Deposits: membership dues
- Chad was able to move funds from PayPal into accounts so budget is looking closer to reality at this point

#### **8. Executive Secretary's Report – Dean**

- Dean will be travelling internationally during the next few weeks and may be slower to respond.
- The October news digest is nearly ready for distribution - pushed back a few days so that we can include the results of the 2025 election.
- Based on the discussion during last month's board meeting, I finalized the new tenure/packet review volunteer matching system and will notify members in the October news digest.
- I sent a couple of reminders to vote in the election. As of October 12, 110 members have voted. The closing date is October 15. Results will be available the next morning.
- I worked with Erika and Chad to review and finalize our 2026 conference services contract with NC State.
- As of October 12, 447 members have renewed or joined for 2024 or 2025 (92 new members to date). Our total membership is 521 (paid for 2023 or 2024, or life members). On December 15, those who are still delinquent will be removed from the active member list.

#### **9. Regional Representative Updates**

- **Northeast – Danielle**
  - Scheduled another Zoom meeting for November on the new native plant initiative
- **Northcentral – Georgia**
  - Not present – no report
- **Southern – Carrie**
  - Florida and the southeastern US have been hit hard by hurricanes and recovery has kept us busy
- **Western – Dan**
  - Not present - no report

#### **10. Committee Reports**

- **EE360+ Grant – Rene Strnad**
  - Not present – no report

- **Awards Committee – Erika**
  - i. Hoping a potential chair recruit will come through and join us in 2025
- **Professional Development Committee – Holly Campbell**
  - i. Not present – no report
- **DEI Committee – Erin Trouba**
  - i. Erin introduced herself as the new DEI committee chairperson. She is with Penn State Extension. Erin has some ideas for the committee and is excited for the coming year.
- **Communications Committee – Sarah Havens**
  - i. Not present – no report
- **Scholarship Committee – Chad**
  - i. No report
- **Conference Committee Update – Erika**
  - i. Contract is signed and approved

#### 11. Old Business

- **Election Results – Bill**
  - i. Candidates have been notified and results will be included in the October ANREP newsletter
  - ii. Results:
    1. President Elect – Leslie Boby
    2. Treasurer – Renee Strnad
    3. Northeast Representative – Katie Brooks
    4. Northcentral Representative – Anna Stockstad
  - iii. New board member orientation scheduled for December 5<sup>th</sup>
- **Faculty Promotion Packet Review**
  - i. There was an article promoting this in last month's newsletter. The board has tested it out and it seems to be working smoothly.

#### 12. New Business

- **2025 Draft Budget – Chad**
  - i. Chad presented his draft of the 2025 budget. We're anticipating membership dues income to be approximately the same as previous year. Expenses look similar to previous year with small increases for Other Admin Expenses, Website Expenses, Journal of Extension Travel and an \$800 increase for ANREP initiatives and committees. Budgeted a decrease in budgeted expenses for awards, gifts, and scholarships.
  - ii. We will plan to vote on the proposed budget in November.

#### 13. Adjournment

- Adjourned at 3:33 PM