

Alpha Psi Chapter

2011 EPSILON SIGMA PHI

Annual Meeting Minutes & Annual Reports

Kellogg Center, East Lansing, MI

10/12/2011

Annual meeting was called to order by President Joe Bixler at 7:35am.

Recorded attendance: 42 members.

Joe Bixler gave his President's report. He provided a snapshot of activities accomplished by ESP during the year including Michigan representation at national PILD and JCEP meetings. Bixler shared the positive news that the chapter's funds had a positive balance in 2011, after ending 2010 in the red. This debt was partially eliminated from revenue generated by the sale of ESP-sponsored MSUE logo t-shirts.

Cheryl Peters provided the Treasurer's report for Van Varner who was representing Michigan at the national ESP meeting in Syracuse, NY. Total members: 58 renewals in 2011. New Life members: 4 MSUE retirees. 2011 expenditures were \$4,888. 2011 total income \$6,037.03; with total equity = \$1,153.61. An audit of the current accounts will be completed after our fiscal year is completed September 30 by an audit committee.

Elaine Bush did the Historian's report, allowing commentary and remembrance of ESP members who passed away during the year.

New member induction ceremony by Bev Przystas. Nine 2011 members: Robert Serrine, Beth Prykucki, Ginger Heintz, Dixie Sandborn, Deanne East, Eileen Haraminac, Diana Hassan, Shari Spoelman, and Tom Coon.

Election of new officers by Joe Bixler. Julie Pioch-President, Brenda Reau-President Elect; Cheryl Peters-Secretary; Joanne Davidhizar-Treasurer; Elaine Bush-Historian.

Awards Presentation by Julie Pioch. 25 years of service: Christine Venema, Joanne Davidhizar, John Grix. Distinguished Service award- Dennis Stein and Van Varner. Mid-Career Service award-Mary Dunckel. Early-Career Service award- Cheryl Peters and Rob Serrine. Administration Leadership Service award-Matt Shane. Retiree award-Roger Brook. International service award-Pat Dignum. Team award-Annie's Project Michigan. Team Members: Warren Schauer, Project Lead Extension Educator, District Farm Management; Bob Battel, Project Co-Director Extension Educator; Mary Dunckel Extension Educator; Mike Erdman Extension District Coordinator; Jeannine Schweihoffer District Extension Educator; Emily Sneller Extension Educator; Marilyn Thelen Extension Educator; Bonnie Wichtner-Zoia Extension Educator.

Recognition of outgoing officers by Joe Bixler.

Installation of new officers by Fran Adelaja.

Extension creed led by Julie Pioch and read aloud by all members.

Adjourned by Joe Bixler at 8:25am.

Epsilon Sigma Phi, Alpha Psi Chapter Annual Officer Reports

President's Annual Report (submitted by Joe Bixler)

Although difficult for me to do, my report will be as brief as possible. In a nutshell, the 2010-11 year for ESP has been a tremendous success from my perspective. In a year where the MSUE organization was transforming itself, ESP continued its fine tradition of providing leadership for its members in regards to professional development, leadership development and connections to national initiatives.

As your President, I must also provide my most sincere appreciation to the ESP Board for their diligence over the course of the year to move our organization forward in a proactive manner. Of particular note, I would like to recognize the leadership and mentorship of Past President Joe Lessard (currently on the ESP Ireland trip in an extended fashion) to the Board and in particular myself. When I was asked three years ago by then Past President Fran Adelaja to consider becoming the President-Elect I eagerly (as I recall) said yes. That response came before the opportunity of becoming a District Coordinator. Needless to say, I immediately became quite anxious about these new roles as ESP President Elect, eventually becoming the President and assuming the role of a DC and told Joe that I was considering resigning my role with ESP. Joe immediately began to counsel me to NOT TO QUIT! He committed himself to do whatever he needed to do to support me in my role. Joe has been a wonderful friend and mentor to me and for that I will be eternally gratefully. Thanks Joe Lessard!

Our website has gone through a redesign that more closely aligns itself with the National ESP website. We owe a debt of gratitude to Roger Brooks for his efforts over the past several years and his mentoring of current ESP Board members to assume those duties.

Thank you for allowing me to serve in this capacity and I believe our organization's future is brighter than ever!

President-Elect Annual Report (Submitted by: Julie Pioch)

The president-elect completed the following during the 2011 year:

- Attended all meetings of the chapter
- Reviewed website for updates for awards process
- Attended the JCEP conference in San Antonio Texas
- Submitted a report on the JCEP Conference to the ESP Board
- Participated in one National ESP Regional Conference Call
- Attended most of the MCEA meetings
- Took leadership for MCEA to secure applications for John Hannah Award and Friend of Extension Award
- Took leadership for ESP to secure applications for all ESP awards
- Worked with the president and board to determine ESP award recipients
- Convened MCEA awards committee to award John Hannah + Friend of Extension Award
- Submitted award winners to Meghan Honke for Fall Conference presentation
- Assisted ESP member with finding national scholarship opportunities
- Solicited members to run for board positions on behalf of nominating committee
- Purchased award plaques, made certificates and presented awards at ESP annual meeting
- Prepared annual meeting agenda and script upon approval by ESP secretary
- Prepared ballot for annual meeting election

ESP Past President's Annual Report (Submitted by Joe Lessard)

The duties of the Past President include conducting the initiation ceremony for new members at the Annual meeting, serving on the Board of Directors and he/she shall serving as chair of the nominations committee. As a board member the Past President helped represent ESP interests at the regular meetings of the Michigan Council of Extension Associations (MCEA), attending meetings and the annual MCEA retreat. Participating in ESP meetings, the Past President provided "institutional memory" by sharing information and insights as to past actions and procedures of previous ESP boards; in particular, insights relating to the awards process. The President Elect supported by-law review lead by the President Elect, Julie Pioch and participated with the board in discussions pertaining to nominations to fill board vacancies. This report acknowledges Kathy Hale and Fran Adelaja for their leadership with annual meeting awards presentations and also those who assisted with the induction of new members and officers given the absence of the President Elect at the Annual ESP membership meeting.

Historian Report (submitted by Elaine M. Bush)

During the past year, we received notice from MSU Extension's human resources department regarding the passing of two lifetime members. Sympathy cards were sent to the families of both individuals. At our annual meeting, Wednesday, October 12, 2011, a memorial service honored these members:

John B. Hodge, April 13, 2011, age 93

Clemma B. Lenehan, May 22, 2011 age 92

Treasurer's Report (Submitted by Van Varner)

I upheld the role of treasurer this year by participating in board meetings and providing financial and membership information to the board and awards committee. An audit committee will conduct a review at the close of the year- September 30, 2011. A complete financial report was made available for review, including the Quicken account line items and balance sheets. A membership list was also supplied for review. In 2011, there were 58 renewed members, 9 new members, and 4 new life members.

Secretary Report (Submitted by Cheryl Peters)

The chapter met via conference call five times (Jan, Mar, May, Aug, Sep). I attended and recorded the minutes of ESP meetings and conference call meetings held this year; Worked with Roger Brook, ESP Webmaster to publish meeting minutes and learned to update the website such as adding announcements and photos; Assisted board members with organizing details for Fall Extension Conference and Annual meeting.

Bylaws Committee Annual Report (Submitted by: Julie Pioch)

Members: Julie Pioch & Joe Lessard

The committee monitored activity of the board as well as conversation about policy and practice throughout the year to make sure that the current bylaws were being adhered to and to look for potential areas of improvement in the document.

On August 29, 2011 the committee met by telephone to discuss any recommendations for bylaw amendments. The committee determined there was no urgency in making any amendments so made no recommendation to the board.

The committee urges the Board of Directors to follow the bylaws and to continue to work towards aligning the local committee structure with that of the National Board.

ESP Membership Committee Chair Annual Report (Submitted by Bev Przystas)

This past October at our annual meeting, we welcomed 9 new members to join our Michigan ESP Chapter – Michigan Alpha Psi. They are Dr. Tom Coon, Dr. Robert Serrine, Beth Prykucki, Ginger Heintz, Dixie Sandborn, Deanna East, Eileen Haraminac, Shari Spoelman, Diana Hassan. The time is now to make sure to join and get involved with this national fraternity of Extension personnel: educators and administrators. It is a professional development commitment for a lifetime. To find out more information, please go to the website – <http://web1.msue.msu.edu/esp>.

Global Relations Committee Chair Annual report (Submitted by Pat Dignum)

In September 2010, 12 persons successfully traveled 12 days in South Africa. We stayed in budget and the trip met all objectives. In 2011, a group traveled to Ireland for a study trip.