

## Ohio JCEP Board Meeting Minutes June 18, 2018

Attending the meeting in Ag Admin Auditorium were:

Cassie Anderson, Nate Arnett, Lisa Barlage, Lee Beers, Amanda Bennett, Cindy Bond, Kathy Goins, Candace Heer, Jacqueline Kowalski, Elliott Lawrence, Rob Leeds, Rose Fisher Merkowitz, Melinda Morrison, Kate Shumaker, Meghan Thoreau, Michelle Treber, Danae Wolfe. CES Guests: Marianne Guthrie, Linda Good, Beth Young. Intern Guest: Ryan Kline

**Call to Order** – Kate Shumaker, President called the meeting to order at 1:50 PM.

### Officer Reports

- **President:** Kate Shumaker – Kate and Lisa as the President and President-Elect met with Roger and Jared to discuss Annual Conference. Further discussion will happen under old business. Annual conference will stay in January connected to the Community Engagement Conference for one more year. The Community Engagement Conference will take place Tuesday and Wednesday. Thursday will have Extension Awards and all day Friday will be a JCEP meeting day. There may be a possible option to have the yearly JCEP conference not be connected with CE Conference following January 2019.
- **President Elect:** Lisa Barlage – Lisa is looking at ways to make the JCEP meetings more efficient, as often the meetings extend to 4 PM and several leave prior to the end of the board meeting for evening functions in the county. She is considering doing a survey to assess the need of having Program Area Leaders/AD's attend the JCEP meeting every time. There are other opportunities to connect with AD's that did not historically exist. This would provide the opportunity for the dialogue with Administration to happen over lunch.
- **Past-President:** Rob Leeds – No report
- **Secretary Report:** Candace Heer – Candace presented the April minutes as previously sent by Laryssa. Corrections were noted: CES is officially CES Support Staff and Rhonda Williams name needed corrected in the Personnel Committee report. It was moved by Rob Leeds and seconded by Kathy Goins to approve the corrected April minutes. Motion passed.
- **Treasurer's Report:** Nate Arnett – Current income is \$38,748.77. Expenses to date are \$22,247.29. Available Checking Account funds are \$143,015.78 and total Available JCEP funds are \$162,373.12. Cassie Anderson moved to accept the report and Amanda Bennett seconded the motion. Motion passed.

- **Annalist Report:** Michelle Treber reported Susan Hodson Rinehart, 59, passed away on April 11, 2018. She was a former 4-H Extension agent in Green, Jackson, and Hocking Counties. James Skeeles, 68, passed away on June 13, 2018. He retired from OSU Extension with 40 years as an Agriculture and Natural Resources educator.

**Retiree/Life Member Report** – Rose Fisher Merkwitz reported that the Retiree Picnic is September 10<sup>th</sup> at Becks. Kate Shumaker will attend.

### **Committee Reports**

- **Global Relations** – Candace Heer reported committee members provided updates on their international connections, work, and a submitted grant. Committee members also provided information on Global One Health OSU Office of International Affairs and Greater Columbus Sister Cities International. The committee will continue to follow up with The Tandana Foundation regarding their volunteer and study tours. The International Extension Programs of OSU Extension ([iexp.osu.edu](http://iexp.osu.edu)) website was viewed and the committee came up with a list of questions to ask Chris Igoden, CFAES International Programs Leader, regarding the website. The committee plans to set up a meeting with Mark Erbaugh and Beau Ingle from International Programs in Agriculture and Chris Igoden in our continued efforts to collaborate.
- **Marketing** – Michelle Treber reported they generated a list of ideas to market JCEP to new and current employees.
  - Set up a table outside Ag. Admin. Auditorium to welcome new members and to have information about committee meetings – so people are not wandering around looking for committees. Also have a Question Box available.
  - Ask each committee to make a 45-second video about their committees & why members should join. “What’s in it for me”?
  - Annual Conference Award information – send to all members electronically after the conference so people can follow up and see networking possibilities. People would have an electronic record of awards, presentations, etc. for documentation.
  - Zoom meeting options – available so members can zoom in if they would like. Zoom program area meetings, discussion & board meeting. Zoom meeting option for all committee meetings so that travel is not a concern.
  - Contact Mark Light about organizing a closed FB group.
  - Area Leaders – ask Area Leaders to remind people to join JCEP & awareness of dates of meeting. Have them encourage new hires to look at “Why I should Join JCEP” video.
  - Quick Qualtrics Survey for members. Idea: have a drawing for \$25 or \$50. Ask Kirk & Nate about survey.
  - JCEP – different tag lines with a message. 2 weeks before ½ year registration & 2 weeks before full registration. \*\*Need to find out dates for this.
  - Contact Cheryl Buck – to see if there is a list serve, people are new employees, 1-5+ years, & others. Networking strengths.
  - Marketing – CES staff

- **Membership Recruitment & Retention** – Kathy Goins reported they discussed the mid-year membership drive and that 4 new people joined. There was discussion that quite a few of the new employees were SNAP-Ed or EFNEP and had no access to funds to join.

Fall membership drive will be in late August. Debby Lewis requested that the committee get information on the national organizations and report back to her so that she can create the membership survey with the 2019 fees.

There was more discussion about Central State employees wanting to join Ohio JCEP and the committee is seeking guidance on how or if we can include them in the fall membership drive. At this time, Central State employees are encouraged to join their national organization.

The group discussed the proposed changes to the Ohio JCEP By-Laws and the incorporation of CES as affiliate members. There were no concerns from committee members related to the proposed changes.

- **Personnel** – Rhonda Williams – No report.
- **Professional Development** – Amanda Bennett reported the committee did not meet today.
- **Public Issues** – Chris Bruynis – No report.
- **Resource Development & Management** – Nate Arnett reported that the committee met and reviewed recent financials. They held a discussion about the proposed dues and by-laws.
- **Scholarships, Grants and Recognition** – Cassie Anderson reported the committee reviewed Creative Works awards categories. They are streamlining and merging some of the categories, and adding categories for online and social media. The deadline will stay as October 1 this year.

## State Presidents Reports

- **ANROP** – Lee Beers reported the ANROP study tour will be on September 10, 2018 from 9 AM to 4 PM at Stone Lab. They will tour Stone Lab research facilities, followed by a field tour of the Lake Erie algal bloom. Cost is \$76/person for ANROP members (at cost), and non-members can attend at \$100/person. Cost includes transportation and lunch. Deadline to register is Sept. 7.

ANROP would also like to be included in the JCEP online voting for officers. Past elections were conducted informally, and we would like to standardize the ANROP election process to match that of NACAA.

- **ESP** – Cindy Bond reported that Travis West was elected North Central Region Vice President for ESP. He will serve on the National Board for 2 years starting in October at the Annual Meeting Sept. 30<sup>th</sup> 2018. Early registration is open for the ESP National Conference in Manhattan, Kansas the dates of Sept. 30 to Oct. 3.

- **NACAA** – Jacqueline Kowalski reported the ANR annual retreat was well attended. The national meeting is next month in Tennessee. Ohio performed very well in awards behind Florida.
- **NACDEP** – Meghan Thoreau reported they just finished hosting the national conference. Some highlights from conference shared. It was a success and over 200 people attended.
- **NAE4HA** –Cassie Anderson reported the national conference is coming up in October. Emails asking for volunteers will be coming out soon.
- **NEAFCS** – Kathy Goins reported NEAFCS conference is coming up in September in San Antonio, Texas. Ohio received many awards.
- **NAEPSDP** – Danae Wolfe reported NAEPSDP conference is in December in Virginia. She encouraged others to attend the conference, as they provide great professional development.

## Old Business

### By-Law Changes

The proposed by-laws were reviewed (attached to the minutes). Article II changes allow two membership categories and deletes the line regarding JCEP membership including National ESP membership. Article III changes add CES Support Staff positions to the board. There are also changes to Article VII on Fiscal Matters which bring the by-laws up to date with recent practices. Discussion included an explanation of the two membership levels. The new Affiliate level provides members a reduced fee rate, and accordingly, limits participation for scholarships, awards and board representation. CES Support Staff are in favor of the change.

Rob Leeds moved to approve the by-law changes as presented. Kathy Goins seconded. Motion passed. Kate welcomed CES Support Staff and the membership chair will now add them to the fall election process.

### OSU Extension Annual Conference/JCEP Annual Meeting and Awards

Kate shared what had been discussed so far, which is that this event will remain in January with the Community Engagement Conference. Jared Morrison attended the meeting to discussion location options. The meeting will take place on Friday and space is the priority. The awards program can be Thursday evening at the Union at the end of the engagement conference. Funding looks to be between \$14,000 to \$25,000.

The list of options are:

- Ohio Union – space is available, majority would take place on the first floor with a few rooms available on second floor for breakout sessions; moderate on price scale; drawbacks – no free parking.
- Fawcette Center – space is currently held; cost of full day \$24,000; logistical issues last year stemmed from planning the day on short notice and we can overcome this issue this year; free parking/free Wi-Fi

- Nationwide Ohio Farm Bureau 4-H Center – hold placed on it already; would be using all of the rooms; \$2,000 for the space and choose a caterer on their approved list; total under \$14,000 for a full day
- New Marriott Columbus – space available with breakout rooms; \$139 per rate for rooms with free meeting rooms with food/beverage minimum of \$15,000, free parking/free wifi/free meeting rooms

Rooms to block with rates:

Marriott on Olentangy – all around \$100 per night (109-119)

Hampton Suites

Hilton Garden Inn

Spring Hill Suites

The board discussed which options are realistic. CES Support Staff will also be meeting and have breakout sessions with JCEP conference plus their breakouts. All Extension support staff are invited.

Of the viable options, consensus was the 4-H Center is too tight to fit all of association meetings. The Fawcett Center is too tight on space as well. The benefit to the Marriott is we can stay where the conference is held. The Union has parking expenses, but the space is familiar to us. It would also be easier logistically to not have to move the CES Silent Auction.

Melinda Morrison moved to go use the Ohio Union as our location for the Extension annual conference in 2019. Cassie Anderson seconded. Motion passed.

With the location preference, now the planning committee will be developed. The plan is for committee representation is:

Professional Development Committee (1-2 people)

Scholarship, Grants & Recognition (1-2 people)

Past President (Rob Leeds)

President Elect (Lisa Barlage)

CES (1-2 people)

Jared Morrison

Learning Organization Development representative (Danae Wolfe)

## **New Business**

### **JCEP Dues**

Nate Arnett moved to approve JCEP dues for 2019 as \$65 for full JCEP membership, \$20 for affiliate membership, and \$40 for national ESP membership. Danae Wolfe seconded.

## **Announcements**

Kate asked for business items that should be on the agenda for the next meeting.

Cindy Bond requested to add to the agenda a review of the by-laws regarding Article III, Section 3 in which “A member shall hold only one Board voting position at any one time.”

We currently have several members holding dual positions.

**Upcoming Meetings**

August 20 – JCEP Board Meeting by ZOOM (10-12)

October 15 – JCEP Committees (10-12); Board (1-4) Meeting (possible Admin 1-2p)

**Adjournment** – Cindy Bond moved to adjourn at 3:25 PM.

Respectfully submitted:

Laryssa Hook

Ohio JCEP Secretary