
The meeting was called to order by Susan Mills-Gray at 9:03 a.m.

Steve Giesel gave a quick overview of the new Adobe Connect and how to navigate the settings.

Susan led the board preparation for administration discussion and questions for Bev Coberly and Dr. Ouart.

**Approval of board minutes from February 16, 2011**

Jim Meyer made a motion to approve the UMEA board minutes from February 16, 2011. Wendy Brumbaugh seconded the motion. Motion carries.

**Approval of financial report**

Kay Sparks made a motion to approve the UMEA financial report as of March 31, 2011. Joe Koenen seconded the motion. Motion carries.

**State committee reports**

- Nomination and Awards – no report
- Professional Improvement/Staff Benefits – Meredith Berry shared the report. She has contacted Rhonda Gibler about doing a session on retirement and will meet again to discuss offering this program in the future.
- 2011 Galaxy Conference (November 1 and 2, 2011) at Windermere. Joe Koenen shared the report. Proposal was sent to Rhonda, Dr. Ouart, and Bev Coberly but haven’t heard anything back yet. Joe will follow-up again with them. The contract is signed and taken care of, speaker has been contacted. Keynote speaker will be Anna Mae Kobbe, who is a former MU Extension HES Specialist who is now retired from the federal level. Will have Adobe Connect to discuss breakout session topic ideas.

**State Association reports**

- MEAFCS – no report
- MAE4-HYW – Bob McNary and Kay Sparks attended the JCEP Conference, Feb. 3-10 in San Antonio representing MAE4-HYW. Kay attended PILD Conference in Washington D.C. Excellent conference. Mark Stewart was chair and did a great job. Something I brought back from conference was branding what we do. Making sure we let the public know our programs are a part of the University of Missouri Extension and put our logo on all paperwork we hand out. Visiting Capitol Hill was phenomenal. Really enjoyed visiting with senators, congressmen and women and their aides. MAE4-HYW planned the Spring Retreat with an ISE – Engaging the National 4-H Essential Elements for April 13-15. We had 80 specialist and youth program assistants attend the ISE and 55 attend the Spring Retreat were 4-H awards were given out and we had a MAE4-HYW meeting. (NAE4-HA) National 4-H conference will be in Omaha, NE.
• UCRED – Bev Maltsberger gave the report – They have a board meeting later in April to do some planning. Tish Johnson represented at PILD and several attended national meeting in Charleston last month. Bev Maltsberger represented UCRED at JCEP.

• ESP – Johanna Reed- Adams gave the report. She just got back from PILD conference, very eye opening and made some headway with legislators, they were appreciative of what we do. Karma Metzgar, incoming president, went to JCEP earlier in year. Getting ready to set up board meetings to get ready for Galaxy at the national level.

• MAEP – Wayne Prewitt gave the report. Kevin Hanson went to JCEP, Kent Shannon at PILD. Explore Missouri on June 16 and 17 in NW Missouri, hosted by Karisha Devlin. National meeting in Overland Park, KS, should have good delegation there and some of our members are helping with those tours.

PILD Conference - Amie Schleicher attended PILD conference last week to represent UMEA. The conference was excellent and Mark Stewart put together an excellent program and did a great job with his committee. The topics revolved around the relevance of Extension and communication with legislators. One speaker from South Carolina may be one that we want to bring back to Missouri sometime (2012 Galaxy keynote speaker possibility). Group split up to meet with different legislators, all were supportive and appreciative. 4H representatives did very well. Extension stakeholders were also able to tell their stories and helped represent Extension. Amie will write about her experience and the importance of PILD in the next UMEA newsletter.

A note was read from Rick Mammen family to express their appreciation of support from MU Extension.

**Dr. Ouart and Bev Coberly – administrative update**

Bev Coberly - Mileage rate increase concerns- concerns also came up at CM regional faculty meeting. There are no plans currently to change the mileage rate. University pays the state mileage rate. They are collecting data across the state about county budget and mileage rates across the state. Some counties are paying at IRS rate, some paying at state rate, some are paying below the state rate. There is a big concern in this gap of mileage rates, currently no solution, but just collecting data at this point. The county can choose to use the IRS rate, commissioners may pay IRS rate so Extension in that county may also be paying IRS over University/state rate. Dr. Ouart says that we may want to put this on the table at the next budget task force meeting and see where we go.

Galaxy proposal and budget has been received, looks good and expects it to be approved. They will get back to Susan and Joe later this week.

Dr. Ouart will discuss long-term plans for continuing education as it relates to Extension. Debbie Robison retirement from Extension effective Dec 2011, but as of April 1, 2011 she has been working with Dr. Spain under Vice Provost for Undergraduate Studies (E-learning). Extension continues to need to be better integrated in its programs (off campus and on campus) and continuing education. We should always look for ways to be more efficient in our program units. Debbie’s position, associate vice provost for Extension, will not be refilled. Her duties will be reorganized into Bev Coberly (new title - associate vice provost for programs) and Rhonda Gibler's positions(new title - associate vice provost for administrative management). Some of Dr. Ouart’s duties will be reorganized as well. Dr. Ouart will be responsible for leading the cabinet, constituent relations, county councils coordinator, and development officer. Bev Coberly will be responsible for program directors, regional directors, and 10 continuing education directors. Rhonda Gibler will be responsible for budget/financial management, human resources, communications/marketing/public relations, organizational development, reporting, grant development, and ETCS. News release, video clip, and other information will be communicated very soon. Now there will be a 3 member cabinet (Dr. Ouart, Bev, Rhonda) led by Dr. Ouart, instead of 4 cabinet members. We believe this structure will give us the ability to integrate our programs, better support management. This is effective immediately. In budget crisis, we tried to cover the dollar amount of budget cut in open positions. We are ready to do some selective filling but we don’t have the number of dollars from Provost on the amount of dollars we need to protect. We may be allowed to open up some additional positions. Rhonda is going to press on that number today and we will know something in hopefully a week and then will begin to fill open positions soon. We have a good start and good people working through this transition and I am optimistic about it.
The meeting was a New Business news on the budget side. It was a great testament to the group who went to PILD who defended our budget, timing was perfect and it paid off. Good news on the budget side.

New Business

- MU Extension Day @ September 17 Tigers football game – we’ve talked about this previously. UMEA will work with self-directed work team, Team Spirit, to organize this. The majority voted for Yes on this endeavor. Dean Larkin, Vivian Mason, and Lisa Wallace are heading this. Planning has not yet started. Candy Gabel has volunteered to join the group.

- Extension Budget Task Force updates – final meeting on Monday, April 11 was cancelled probably due to cabinet reorganization announcement. Good news regarding budget and less cut at federal level. Questions and concerns to Susan Mills-Gray or Marcia Shannon, UMEA representatives on budget task force. Last meeting will probably be rescheduled soon. Susan - There has been discussion about rumors of raises in the range of 2% and University is strongly looking at 2% increase pool but not a strong decision yet. Wayne – interim RD, has not heard anything official but that is the rumor. Candy Gabel – her and Jo have also heard the rumor but nothing set in stone yet.

- Need to review and update by-laws – progress to date. Amie – by-laws committee (Cindy Zluticky, Dean Larkin, Amie Schleicher) will meet Thursday, April 21 to begin working on that and will report back to board with suggestions.

- Marcia Shannon has been named new NTT promotion committee chair which is a change in leadership.

- Notification of complimentary membership – by-laws state that if you join Extension following September 30 you receive a free membership for that following year until the next Galaxy Conference. By-laws also mention paraprofessionals. Board discussion - Does board want to extend free membership to faculty and/or paraprofessionals? Questions arise that it may help increase membership and income, but may also change eligibility for professional development awards and other awards. We also need to look at what the purpose of UMEA really is in relation to that and by-laws committee will look at that as they revise by-laws. Suggestion by Susan is to continue to contact field and campus faculty and allow by-laws committee to look at deciding the info about paraprofessionals. Board members agreed.

- Discussion on if Extension do a better job at honoring length of service for faculty – Big variation among regions. Could this be something that is done at Galaxy Conference with something a little nicer, would receive every 5 years of service? Does UMEA need to step up and take control of this? Concern is with direct cost related to printing and framing these and we have a lot of faculty members who receive these and they may or may not be at Galaxy Conference. Could this be responsibility of nominations and awards committee? Could Extension budget support this cost if UMEA made plans for this? Candy shared information about how they tried to recognize length of service at FNEP/HES Conference, if you go a year without a conference then some people do not receive their awards. Could we recognize this through the Extension Insider or some other media source in a timely manner instead of through tangible source? UMEA board should give some thought to this discussion and we will talk about this at the next board meeting. This may be a topic for a subcommittee to form and discuss.

The meeting was adjourned at 10:35 a.m.
Respectfully submitted,

Melissa Bess
Secretary
