Members present: **Officers** – Amie Schleicher – president; Vivian Mason – president-elect; Kathy Macomber – 1st vice president; Cindy Zluticky – treasurer; Melissa Bess – secretary; **Board Members** – Jackie Rasmussen – SC (Nominations committee); Jim Meyer – NE (Nominations committee); Traci Moore – NE; Kay Sparks – central; Bethany Schindler – SC; David Hileman –; Kandace Fisher – EC; Rebecca Travnichek – NW (Nominations and Finance committees); Lynda Zimmerman – CM (Nominations committee); Pat Miller – WC (Nominations committee); Marcia Shannon – campus, Sam White – campus. **Professional Improvement and Staff Benefits committee**: Shaun Murphy – NW; Lynda Johnson – WC alternate; Sarah Denkler – SE (board member alternate); Matt Herring – EC; Ted Probert – SC; Michele Kroll – SC; David Hill – NE. **Association presidents**: Sarah Traub – MEAFCS president; Kent Shannon – MAEP president; Bob McNary - MAE4-HYW president; Karma Metzgar – ESP president (Professional Improvement and Staff Benefits committee); Chris Shoemaker – MACEDEP president. **Awards committee** – Robin Kliethermes – SC; Linda Morgan – SE; Randa Doty – NW; Michelle Klem – NE; Kathy Bondy – WC; Kathy Dothage – CM.

The meeting was called to order at 10:05 a.m. The president, Amie Schleicher, welcomed everyone to the meeting and introductions were made. Amie thanked everyone for the board member and committee member lists and working through the by-law changes for those.

We are caught up on approving the minutes from board meetings. The August 24, 2011 minutes were approved at the Annual UMEA meeting on November 1, 2011.

Cindy Zluticky presented the treasurer’s report dated 1/23/2012. We had planned on spending $3,630 from savings during the 2011 budget year, but only spent $1,493. We spent $3,000 on professional development. Tailgate broke even and legislative day yielded a little bit of money. Last year we had 163 paid members. We currently have 168 paid members in 2012. The executive officers decided to pay $250 to the Flagship Council for 2012. The decision had to be made before the meeting today. The Flagship Council consists of member of individuals around the state who are advocates for University of Missouri, the reception is for legislators. The MU President and Chancellor will be in attendance. We cashed both CDs in last year and the money was moved to the distribution account-general (money at the University). Fidelity account was closed in December as well. That money is currently in the checking account but the plan is to move that over to the distribution account. The 2011 budget can be filed for audit. The budget will need to be approved today. The UMEA mileage rate is different than the University mileage rate, so please calculate your mileage today and give it to Cindy.

Amie led a discussion in order to prepare for meeting with administration. For future board meetings, Dr. Ouart and Bev would like more time to prepare for the questions and concerns from the membership. Amie will take care of sending that information out to the membership. They will be meeting with us every other month. We would also like to ask if Rhonda Gibler would be able to join the meetings with Dr. Ouart and Bev. List of topics for today’s discussion:
higher education state funding reaction, funding in regards to tuition raising at MU, Extension districting process, communications and marketing plan, CPD revitalization role (CPD piloting projects), general update (reorganization updates, etc), Annual Conference updates, relationship with Continuing Education (cooperation, etc), and update for NTT Career Ladder. The dossiers that were submitted and are on Dr. Ouart’s desk, his deadline is February 1st. Amie will try to email these topics to Dr. Ouart and Bev when we break for committee meetings.

Vivian put together worksheets for the committees. It lists the committee members, the tasks of the committee, the goals of the committee, budget request, etc. The various committee meetings were held and those committees are:

- Finance (Cindy Zluticky, Vivian Mason, Melissa Bess, Ted Probert, Rebecca Travnichek, Sarah Traub)
- Professional Improvement & Staff Benefits
- Awards (Randa will lead this committee)
- Nominations (Susan Mills-Gray will chair this meeting, but they will not need to meet today. They will meet later closer to the election of officers)

The Committee reports:

- Finance – The committee’s recommendation for the budget are as follows:
  Income = UMEA dues – $5,100 (170 members); Awards donation - $1,500; Galaxy Conference – none; Auction - $900; Legislative Day - $1,200; Tailgate - $2,000; Balance Transfer from savings - $2980; Total Income - $13,680.
  Expenses = Cash Awards, plaques - $1,500; Bonding, Bank Fees - $200; PILD (D.C. Leadership Conference - $950; Gifts and Memorials - $250; Postage and Shipping - $30; Supplies - $100; Travel - $3,000; Professional Development - $3,000; Galaxy Conference - $1,000; Flagship Council Membership - $250; Tailgate - $2,200; Legislative Day - $1,200; Total expenses - $13,680.

Finance committee will meet prior to Annual meeting in 2012 and will present the budget at the Annual Meeting. Committees may need to meet and determine budget ahead of time. Committee is submitting this for approval. No discussion. There was a vote by the members and the vote passed. The Professional Improvements and Staff Benefits committee recommended that the money from the Fidelity account into the Distribution account, designated in the Professional Development account. The Finance committee recommends to move $3,000 of the $4,390 into the Professional Development distribution account. The members voted and the vote passed.

- Professional Improvement & Staff Benefits – Shaun Murphy gave the report. It was recommended $3,000 designed for Professional Development scholarships from the budget. Discussed moving some Fidelity account money moved to Professional development account in the distribution account. Sarah Denkler will be the chair of this committee. Discussion about possible other staff benefits. The committee decided not to fund PILD and JCEP as part of the Professional development scholarships. February 1 and August 1 are deadlines for professional development scholarships.

- Awards – Randa Doty (chair) gave the report. Lynda Johnson is chair-elect. Randa also serves on the statewide awards committee. One suggestion is wanting to develop a list of
other sources of funds for professional development for the website or for members. 2012 UMEA Awards: Rookie of the Year - $150 for 2; Meritorious - $250 for 2; Outstanding Program 1st place - $200; 2nd 175; 3rd 150; Printing and expenses - $175. Total funding = $1,500. Suggestions for change - Meritorious can only receive once per career. No changes in Rookie of the Year. Program – single program effort (instead of whole program), individual or team (all team members must be paid UMEA members), self-nominated or nominated by others. Program must not have won a UMEA award in past 5 years. Rubric will be spelled out and evaluation component added. Awards application will probably be due in August/September.

- Nominations committee will meet in future.
- Other possible committees – Tailgate committee and Silent Banquet committees.

Professional association reports

- ESP – Karma Metzgar gave the report. ESP has 8 new members and 53 continuing members for a total of 61 active members. We have 79 life members. Highlights from this past year: 5 presented at the National meeting in Syracuse NY, 2 members are serving on national committees, RFP’s for the national meeting in Mobile, AL are due 3/15. We have submitted a mini-grant application for professional development. Mark Stillwell is national president-elect. He will assume the presidency at the Galaxy in Pennsylvania. We will be looking at fundraising to help the Missouri President buy the traditional key carved out of the wood from the state tree. This key is auctioned at the silent auction. Kathy Dothage is co-chair of the 2013 Galaxy planning committee.

- MACEDEP – Chris Shoemaker gave the report.


- MAEP – Kent Shannon gave the report. At present MEAP has 59 regular members with approximately 15 active life members. Our annual meeting was held at the Galaxy Conference on November 2, 2011. Recognition was given to our annual award winners -
Achievement Award winner this past year went to Jim Humphrey and our Distinguished Service Award went to Ted Probert. Both were acknowledged at the National Annual Meeting and Professional Improvement Conference held in Overland Park, KS on August 7-11, 2011. As part of the national conference, 17 regional specialists represent the University of Missouri Extension and MAEP through oral and poster presentations. In particular those recognized in the poster presentations were Jim Crawford, region winner and Tim Baker, Matt Herring, and Ted Probert, finalist in the Extension Education section and Wayne Flanary, finalist in the As-Applied Research section. Also receiving recognition at the national level was Marlin Bates, National Winner - Sustainable Agriculture Research Education (SARE) Seminar USDA SARE/NACAA Fellows Program; Donna Aufdenberg, Sarah Denkler, and Kate Kammler, National Finalist - Team Newsletter; Amie Schleicher, Regional Finalist - Agriculture Awareness and Appreciation Award; Gene Schmitz, State Winner - Search for Excellence in Livestock Production; Tim Baker, State Winner – Audio Recording; Rebecca Travnichek, State Winner – Computer Generated Graphics Presentation; Randa Doty, State Winner – Publication.

At the national level, Missouri continues to be represented by Parman Green, national organization treasurer. Also at the national level, Mary Sobba serves as Council Chair – Professional Improvement, Joni Harper, Vice Chair – Agronomy and Pest Management, Eldon Cole, Vice Chair – Animal Science, Sarah Denkler, Vice Chair – Horticulture and Turfgrass, and Dan Downing, Vice Chair – Natural Resources/Aquaculture.

Explore Missouri is a MAEP annual event hosted by the Past President. In June of 2011, the event was held in northeast Missouri hosted by Karisha Devlin. The group toured: Cardwell Lumber – a family-owned business in Knox County; Greenley Research Center - University of Missouri near Novelty; Jacob Vineyard and Winery near Kirksville; Lost Branch Blueberry Farm - a family owned agri-business in Adair County; and Harrison Fishery, Inc. - a family owned and operated business near Hurdland.

MAEP leadership for 2012 is Kent Shannon, President, Kevin Hansen, Vice President (President Elect), Randa Doty, Treasurer, and Jim Crawford, Secretary.

MAEP will send representatives to the JCEP leadership conference will be held in San Antonio on February 7-9, 2012 which will be Kent Shannon, President and the PILD conference will be held in Washington DC on April 15-18, 2012 which will be Kevin Hansen, Vice President (President Elect).This year’s National Annual Meeting and Professional Improvement Conference held in Charleston, SC on July 15-19, 2012.

- MEAFCS – Sarah Traub gave the report. We have 33 current members this year (which was about stable with a few new members and retirements) and 1 new life member. We have a National Officer in NEAFCS—Maude Kelly is the National Vice President for Awards and Recognition. We have decided to hold a fundraiser around Annual Conference time this fall. We will be selling the micropique shirts again and will be looking into a long-sleeved option. Look for more information on those later this year!
• Amie reminded the presidents of the association that we would like them to join the board meetings as well.

New business
• Approval of 2012 budget – this was approved above in the Finance committee report.

• Flagship Council event – Kathy Dothage and Melissa Bess will be attending this event. It will be held at the Jefferson City Country Club. Time is TBA. Kathy and Melissa can give a report at the next meeting.

• Legislative Day update – Bob McNary gave the report. Information is on the UMEA website. Tuesday, April 3 is the date, deadline is March 27. Meal is $10 for Extension council members. Extension council members need to register even if they don’t need a meal, so we can prepare information for their districts/legislative information. In-service topic is “How and Why to Conduct a Candidate Forum and other legislative updates.” UMEA members should attend and encourage attendance so we have a record breaking attendance.

• MU Extension Day @ MU Tigers football game – Sarah Traub gave the report. The date of the game has not established at this point. Lisa Wallace and Dean Larkin were co-chairs last year. Last year, 75 people attended the tailgate event. The charge was $20 and had a catered meal in the bottom of the Hearnes Center. This year we need to determine who to invite. Team Spirit is involved with planning. September 8 is a possible date, Julie Middleton has reserved The Shack for a possible tailgate but the game is against Georgia and may sell out so wouldn’t be eligible for discounted tickets. Other things are being considered – serving alcohol, pay at the door after minimum number is reached, sliding scale for children’s price, etc. One suggestion was to have a sliding schedule for faculty/staff and then maybe open up to council members, etc. We already approved funding in the budget. UMEA would be involved in the fiscal affairs because Team Spirit doesn’t have an account. Jackie Rasmussen made a motion that UMEA work with Team Support to coordinate the MU Extension day with the Tigers football game. Rebecca Travnichek seconded the motion. The motion is approved and the motion carried.

• 2012 Annual Conference – tentative date is October 29, 30, and 31, 2012. Good opportunity to have a big UMEA meeting because of the conference, as well as a big silent auction. Richard Proffer has done a good job with the silent auction and Amie can ask if he would be interested again. Discussion is to have auction done earlier, possibly by 9:00 p.m. Susan Mills-Gray serves on the planning committee for Annual Conference, because of her role as past-president. The dates are not finalized because the hotel contract has not been secured.

• Communications plan for UMEA – Discussion on plan for keeping the membership involved throughout the year. 1. Make sure to get the minutes sent out as soon after the meeting as possible; 2. Send out UMEA newsletter (usually in February after annual meeting and late summer); 3. Keep website updated; 4. Plan for meetings with administrators; 5. Staying connected with retirees (Sandy Stegall works with setting up
retiree meetings around the state, there are 4-5 of these; Janice Perkins is one contact to maybe obtain email addresses of the retirees). We have 1 life member, cost is $100; 6. Kathy Macomber keeps in touch with new faculty, email welcome, UMEA brochure – benefits of joining UMEA (when their name appears in the MU Extension Insider). One idea may be for Kathy to also email retirees (when that info is in the MU Extension Insider) about becoming Life Members. 6. Recognize new members at UMEA Annual meeting.

- President’s report – Upcoming meetings – Amie passed around a handout that listed the future meetings. Amie has attended 3 of the state Extension council meetings and will continue to attend to keep a connection with them. The State Extension council has had a lot of discussion about the districting options. Amie provides reports to the state Extension council about what UMEA is doing. Amie will give updates from the state Extension council at the board meetings. Amie also attended a Strategic planning meeting (One MU Extension) in December, Dr. Ouart and Bev may talk more about this later.

Rhonda Gibler joined the UMEA meeting. She sits on the Systems Benefits committee (represented by all campuses). After October 1, there will be a new retirement system that will go into effect for new faculty. Another topic of discussion at those meetings is health benefits. Health assessment and health risk appraisal will give faculty/staff the $100 in a health-reimbursement account (not the same as a health savings/flexible spending account, if you leave the University that money doesn’t go with you). We will receive information individually on how to access the money. If you don’t use the $100 this year, it will carry over to next year. It can only be spent on your individual expenses, not children even if they are on your plan. It is for medical expenses not prescriptions. Rhonda is offering to be available to Professional Improvement and Staff Benefits committee.

Discussion with Dr. Ouart and Bev Coberly

*General budget discussion*

**Federal:**

State of the Union is tonight, President will release budget soon after. The initial response is to plan on a 5% cut (all federal agencies, including NIFA). It will be a tough budget year at the federal level.

**State:**

The state had increased income but not as much as hoped. The governor’s budget has called for a 12.5% cut; we have been held with higher education and not singled out. Dr. Ouart was talking with senators in Jefferson City today. The Columbia delegates are pushing back on that cut, Chancellor Deaton has also responded. Many believe that 12.5% cut is too much. The big question is if there is room in the budget for a lesser cut. The Chancellor will talk with the state Extension council in February. The new President of the University has been having conversations about what MU Extension does and is listening to our network, our impacts, and trying to figure out Extension will be involved. Governor tried the idea of borrowing from state universities but this was pretty much shut down. This was not included in the 12.5% cut mentioned by the governor.

**County:**


Continuing pressure at the local level, some are up and some are down. We will know more within the next month or two.

Extent districting
This process is moving forward. Dr. Ouart was sharing information today with a cross-section of Senators about this process. They feel positive about councils having this available in their tool box. Dr. Ouart will be speaking with House members next week. It has not been introduced as legislation or as a bill yet at this point.

Communications/marketing update
We had reviewers from outside of Missouri and reported back to us after that time. Dr. Ouart has information and would like to share that with some before reporting the information to everyone. Announcements are forthcoming.

Tuition/budgeting
MU Extension is completely out of the tuition business. The institutions are in a bad position because they cannot do much with tuition. Previously, the governor cut the budget after tuition was raised. Many believe that the Senate bill regarding tuition raises is unconstitutional. MU Extension is not locked in that tuition bill, we are able to grow our revenue through grants, contracts, gifts, endowments, etc. This will not change anytime soon. We have sources we can grow and we will continue to do so. The Chancellor is in a tough position because he can only increase tuition according to the Consumer Price Index (currently 3%) but will sustain a 12.5% cut. Missouri is 45th out of 50 in state support of higher education. Dr. Ouart was called in to talk about the potential state budget cuts.

CPD Revitalization
There are 10 pilots in place. Four are in full supervision of faculty/staff, others are on a continuum of supervision. They will continue and will meet after the CPD Conference (beginning of March) to learn adjustments, etc. In June, we will review the process and learn what we need to learn about this initiative or what changes need to occur. There are some good points (increased communication) but is still a learning process. There are a lot of things that are still up in the air. Currently, is it under consideration to incorporate CPD evaluation into specialist evaluation but this is still up in the air.

Re-organization/Strategic plan/MU Extension leadership
Associate Vice Provost – Rhonda and Bev. The other Associate vice Provost position will not be filled and the for-credit continuing education is now separate. The non-credit continuing education individuals are reporting to Rhonda. One MU Extension represents cabinet members, PD, RD, continuing education directors, supporting directors, liaisons from other areas of system. A retreat was held in December to look at Strategic Plan, efficiencies and integrate efforts, and these plans are ongoing. These leaders are trying to focus on the future of MU Extension. We want to talk about growing the organization instead of a downward spiral. Future discussions will be on staffing for the future, focusing on local program efforts. The Strategic Plan is a blueprint for how we want to look in the future, as a living and guiding document. These goals clearly align us with MU Strategic Plan. We want to look at this budget shortfall and come out of it in a positive way. There was concern with the Strategic Plan about rebranding, but
that was addressed in MU Extension Insider and we are not rebranding ourselves, not changing logos, graphics, etc. Faculty need to understand, embrace, and provide feedback on the Plan. This aligns us with others, including NIFA, University of Missouri.

**Relationship with Continuing Education**

Everyone is encouraged to look at the Continuing Education website because it will be updated soon. There is a possibility to get acquainted with these individuals and see what programs and they offer. We want to move to the One MU Extension culture. Maybe invite them to Extension showcases. One opportunity is to invite them to speak at county annual dinners.

**Career Ladder/NTT**

Promotion committee worked hard on this round of applicants. The dossiers are on Dr. Ouart’s desk and he will begin to review those soon. Those then go to the Provost and he makes the final decision. There will be three new committee members that will be elected by the faculty in that specialty area and those will be filled by them who have been promoted. The committee will discuss how the NTT trainings will be held in the future.

**Annual Conference**

There is a planning committee working on the details. There is finally a contract on the hotel now at this point. We want to reflect One MU Extension during the Annual Conference. We have not had an Annual Conference in 4 years because the focus was on the budget, but now we want to take the time to have the conference. The committee is meeting Monday and Tuesday, January 30 and 31, so they will make more announcements after this. There will be time for professional organizations to meet during this time. Retirees will also be a part of the conference.

**Plans for PILD**

This meeting will be held in April 16, 17, and 18. The same monetary amounts will be provided that were provided last year. Training and plan will be in place and will happen prior but closer to the actual PILD conference. CARET – similar to PILD, but involves administrative heads and is another opportunity to influence budget at Capitol Hill. There are 2 CARET delegates from Missouri. Sandy Stegall is helping to coordinate PILD.

The meeting was adjourned at 3:00 p.m. by the president, Amie.

Respectfully submitted,

Melissa Bess, Secretary