President Kathy Macomber called the meeting to order at 1:05pm.

Members present included: Becky Simpson, Beverly Maltsberger, Sarah Denkler, Dean Larkin, Jennifer Schutter, Jim Crawford, Kim Hall, Melissa Bess, Meridith Berry, Patrick Byers, Rebecca Blocker, Sarah Traub, Shaun Murphy, Teresa Mareschal, Zac Erwin, Mary Gosche, Matt Herring, Susan Mills-Gray, Lynda Zimmerman, Jessica Trussell, and Kathy Macomber.

A motion was made by Patrick Byers to approve the April 22, 2014 board minutes, it was seconded by Teresa Mareschal, and the motion carried.

A treasurer’s report was submitted by Rebecca Travnichek. Patrick Byers made a motion to accept the treasurer’s report, a second was made by Meredith Berry, and the motion carried. Rebecca brought up a question (through email) of whether the organization would like to use the endowment spendable account to reimburse the association for the $1,620.86 paid out for 2013 scholarships. Kathy asked for a show of hands of members currently in the meeting that would be interested in doing that. There was a majority of hands raised, so Kathy asked if people would like to see the itemized financial report from the endowment account first and the majority said yes. This has been tabled until the itemized financial report is available.

**Administrative Update:** Dr. Ouart, Beverly Coberly, Joy Millard, and Tamra Robbins were on the call. Dr. Ouart reported that the Federal budget has been marked up and voted out of the house, it’s a flat budget (Dr. Ouart considers this a victory). They are looking forward to Council to Campus coming up in the next week.

Submitted Questions:

1.) The current USDA policy on user fees states “. . . the imposition of user fees for core Extension educational programs is inconsistent with the statutory purposes of the Smith-Lever Act . . .” and goes on to explain where fees are appropriate.

   Could you please expand on how the University of Missouri Extension revenue generation policy is aligned with the USDA policy language? The USDA policy can be located on pages 3-25 and 3-26 of the document at this link. [http://www.csrees.usda.gov/business/awards/formula/manuals/coopextension.pdf](http://www.csrees.usda.gov/business/awards/formula/manuals/coopextension.pdf)

   Response by Dr. Ouart: This is a pretty old question. The act was stated in 1994. Overall when Extension gets into revenue generation do they get into for-profit services and products, but the answer here is no. This is explicitly why Farm Bureau was formed in Missouri (that’s why they have the same anniversary as Extension in MO).

   This has to do with using money to make a profit and that has never been the intent with MU Extension. We have to match dollar for dollar with state funds to the federal dollars and there has never been a question on that. We remain a not-for-profit and we will remain a not-for-profit. We are not augmenting costs, and not substituting (it really has to do with the match). Any funds that we get are mixed together and spent in a given year. Then any money we have left is put right back into continuing and new programs (its always put back into programs). 12% of our budget (9 million) is from the federal level and we use those dollars appropriately. In order to grow this organization it is vital that we continue to raise the non-appropriated dollars.

   Bev added in that this question seems to come up every 3 to 4 years.

2.) In reviewing the total rewards proposal, one of the recommendations is to combine all leaves in a 'bank'. (Page 23) It appears this may create a serious problem for FERS/CSRS retirement plan employees by eliminating the sick leave credit toward retirement. Can you comment on this?

   Tamra Robbins reported that the benefits task force is very early on. So, the answer to this question is “we don’t know”. What we know so far is that they plan to honor the retirement plans that the current employees have, so current employees will probably be grandfathered in. There may end up being no changes, we just don’t know yet. Tamra says we will hear a lot of rumors, but she says not to panic and not to worry about it (because it’s all in the early planning stages). If this comes to happen we will be treated as all
University employees. Dr. Ouart added in that if we need him to petition something about this he will certainly do that on our behalf. Tamra is watching this very closely and they will make sure that extension gets treated fairly in the process. Tamra also said that as things get closer to the final decisions being made they will be sure to inform us of things we need to know.

Teresa Mareschal asked if anyone is investigating the option of loaning a colleague sick or annual leave if they have run out of his/hers for health reasons? Tamra said this has been a more complicated thing to try and figure out than what people sometimes realize, because you have to look at the pay rate of the person giving the days and the person receiving. She said this is why they probably came up with this leave “bank” to try and make that work a little smoother.

It was pointed out that this question originated from the report provided by Betsy Rodriguez: https://uminfopoint.umsystem.edu/sites/hr/Benefits/totalrewards-taskforce-rpt-20140400.pdf Jessica Trussell shared a video of the recommendations: https://www.youtube.com/watch?v=L_4Js4Wti3I

**Committee Reports:**
- Finance-no report given.
- Professional Improvement & Staff Benefits-Rebecca Blocker thanked the committee for their work in revising the Professional Development Award Guidelines. An email went out to the membership yesterday (June 17) announcing the next round of applications for the Professional Development Awards are due by August 1, 2014. Rebecca asked that anyone who has a staff benefit concern to please be sure to bring it up to the committee since they haven’t done anything in that area yet this year.
- Nominations-no report given
- Awards- report submitted by Jennifer Schutter: Jennifer has talked to Debbie from Horizon Trophies and Awards (whom we’ve ordered from for several years) and she is going to work with us and reduce the cost of plaques this year. Our bill was around $147 last year, and she can do trophies for $30 each, no tax, and cut our bill down to $120. The Meritorious plaques have been on a platform-making them stand up, and that was costing us $40 per plaque. Debbie can make nice Rookie and Meritorious plaques without the platform for $30, so that’s what we are going to do to cut back a little on the cost. Becky Simpson is looking into nice frames for the outstanding program award and seeing if she can find them cheaper than the $11/frame they cost last year.

**Professional Association Reports:**
- ESP--no report given
- MACEDEP report submitted by Richard Proffer and given by Kathy Macomber:
  - Have about 10 members attending our national conference in Grand Rapids, MI with 4 presenters at it
  - In final proofing of our new membership brochure
  - Developing our membership database to be in line with the national association database
  - Updating state awards by adding more and making it easier to apply for both state and national
  - Are having a membership call in July with USDA Rural Development as guest speaker
  - Always reaching out to new hires to invite them to join MACEDEP as their first employment year membership is free
- MAE4-HYW report given by Kim Hall: MAE4-HYW held their spring retreat in early April at Windermere and it was incorporated with an ISE. We are selling Missouri 4-H t-shirts as a fundraiser for the association – if you don’t have one, pick it up at the Missouri State Fair. As a group we have been focusing on mentoring, professional development (virtual coffee shops),
communication, writing groups (NTT process), engaging life members and organizational culture (YPA advocacy group). Our National meeting is coming up in October in Minneapolis, MN.

- MAEP – Jim Crawford gave the report:
  - MEAFCS report was given by President Jessica Trussell: We held our first MEAFCS Social in April at HES Update with the support of Dr. Jo Britt-Rankin and the event was a success with very positive feedback. Hopefully that is something we can do again in the future. Currently we have 14 members attending Annual Session in September in Lexington KY and several of those are presenting as well. We will be having a budget meeting very soon and plan to host another adobe connect with Dr. Britt-Rankin in the near future.
- Campus – no report given

**PLC Report, Submitted by Lynda Zimmerman**

The Program Leadership Conference retreat was held at Lake of the Ozarks May 20-22. The focus of the retreat was evaluation/impacts and Banner Outcomes. Missouri Banner Outcomes are aligned with the North Central Region’s Banner Outcomes. Outcomes from Missouri will be rolled up with other states’ outcomes in the region for federal reporting. Not all programs will be reported through Banner Outcomes. The PLC will be working out details still needed for using Banner Outcomes in Missouri, including defining terminology, identifying key indicators and determining evaluation questions to be used in evaluations.

Teresa Mareschal asked a question about which programs will be on the banner outcomes and which will not and whether there is a place we can go to get that information. Kathy Macomber replied that she doesn’t think that information is available yet. The program directors and regional directors are in the process of figuring that all out.

**Old Business:**

- Fall Conference/Silent Auction Kathy is going to be in touch with all of the organizations to start planning the auction for fall conference.
- Teresa Mareschal asked about the evening at annual conference with the attendance prizes, the auction, etc. whether UMEA is in charge of the prizes, because she noted that if your name gets drawn for something smaller you don’t get put back in for the bigger prizes at the end. She would like to suggest that people’s names get put back in. Susan Mills-Gray said this has not been UMEA’s role at all and that it has been spear-headed by Jo Britt-Rankin in the past, so any concerns with that process needs to be brought up to the planning committee.
- Meredith Berry made a motion to recognize Mike Marsch from the Association of Missouri Electric Cooperatives who gives the money for the awards with a “Friend of Extension Award”. Teresa Mareschal seconded the motion and the motion carried.
- Meredith Berry is going to be making website updates. Be sure to let her know if you see something that needs to be done.

**New Business:** no new business

Jessica Trussell made a motion to adjourn the meeting, Teresa Mareschal seconded and the meeting adjourned at 2:17pm.