President, Lynda Zimmerman, called the meeting to order at 10:02 a.m. Those in attendance were Lynda Zimmerman, Melissa Bess, Sarah Traub, Sarah Denkler, Mark Porth, Marsha Alexander, Rebecca Blocker, Susan Mills-Gray, Karen Sherbony, Zac Erwin, James Quinn, Van Ayers, Tish Johnson, Dean Larkin, Michele Kroll, Bethany Bachmann, Chrystal Irons, Stephanie Schindler, Kate Kammler, Mary Gosche, Wendy Brumbaugh, Connie Mefford, Virgil Woolridge, Todd Lorenz, Crystal Weber, Daniel Cash, Clint Dougherty, Randa Doty, Penny Crawford, Shaun Murphy, Taryn Dameron, Mary Leuci, Patty Fisher, Marcia Shannon, Becky Simpson, Darlisa Diltz, Jeremy Elliott-Engel, and Stephen Jeanetta.

The agenda was discussed and Susan Mills-Gray asked to add the email sent to all faculty and staff from Ken Dean to new business topic.

Chrystal Irons moved to approve the October 15, 2014 board minutes as submitted by Secretary, Sarah Traub, Clint Dougherty seconded the motion, and the motion carried unanimously.

James Quinn moved to approve the Treasurer’s report as submitted by Rebecca Travnichek (given by Lynda Zimmerman in Rebecca’s absence), Susan Mills-Gray seconded it and the motion carried unanimously.

Committee reports

- Finance-Proposed budget presented on behalf of the committee by Sarah Traub. Members present: Melissa Bess, Shaun Murphy, Crystal Weber, and Sarah Traub.
- Professional Improvement and Staff Benefits-report given by Mary Gosche
  - Chair: Mary Gosche
  - Chair-Elect: Clint Dougherty
  - The committee would like to ask for $500, putting a 5-year limit of $1,000 per person, will update the guidelines, hope to have no penalty if the regional director is late to sign-off on the person’s application since that is not the person’s fault.
  - Deadlines of when the awards are due are March 1 and August 1, so the committee will look at how they can shift those deadlines so that people don’t have to decide so far in advance.
  - They are going to try and get the form done electronically so that the regional directors only have to check a box.
  - Want to propose the fiscal year of the organization be moved to November, December or January 1 (instead of October 1) to help with all of the scholarships being given in the same year that they are awarded. Also, the new board would be elected before the new budget is started/set; yet be able to get dues paid out to all the national organizations.
The committee split to make a subcommittee to focus on staff benefits in one committee and updating the guidelines and professional development scholarship information in the other subcommittee.

Staff Benefits subcommittee will work on a Leave Donation Policy.

- Pool of counties

Awards-report given by Randa Doty

- Members present – Katie Kammler (EC), Mark Port (WC), Wendy Brumbaugh (NE), Randa Doty (NW), Sarah Denkler (SE), Renette Wardlow (SW), and Becky Simpson (NW).
- Chair – Linda Morgan (SE)
- Chair-Elect – Renette Wardlow (SW)

Budget proposed –

**Income**
$1500 Sponsorship from MAREC
$500 from UMEA

**Expenses**
$500 Meritorious Award – 2 @ $250
$900 Programming Awards
  - $500 – 1st place
  - $250 – 2nd place
  - $150 – 3rd place
$100 Rookie Award – 2 @ $50
$500 – Awards and printing

- Motion from the committee to increase the award dollars to a total of $2000 in the 2015 budget.

Timeline for awards

- May 1 – Applications out to membership to start making nominations
- August 31 – Applications due to committee
- September – Committee Scores applications
- October – Awards given at Annual Conference

Communication plan

- E-mail communication to get the word out about the awards. Also, the insider newsletter.
- Lync meetings are okay for the committee
- Look into Share point instead of the S drive to score awards
- Committee members should be communicating with their regions to get award nominations.

- Nomination-Did not need to meet today.

Professional association reports

- ESP – Mary Leuci:
The Missouri Alpha Tau Chapter of Epsilon Sigma Phi has approximately 80 members. Officers include: Mary Simon Leuci, President; Meridith Berry, President-Elect; Sarah Massengale, Secretary; Joe Koenen, Treasurer.

The Missouri Chapter received the National President’s Chapter Award last fall for our professional development efforts to create extension professionals for the next 100 years. The video that Extension Communications created highlighting our efforts was shown at the national conference last October.

Key initiatives for 2015 include:
- Membership: recruitment target of at least 2 new members/region and campus; determine key ESP liaison to each region/campus to keep faculty and professional staff updated.
- Professional development: Re-start the book reading effort, exploring set up mentors for ESP members working on submission for NTT as membership perk.
- Global Connections Webinars continue on second Wednesday each month continuing, these engage non-ESP Extension professionals both as presenters and participants.
- ESP also has a fellowship award fund to assist with professional development.


Currently, the national ESP is working on a new strategic plan and conducting a strategic plan survey and encouraging all ESP members to participate.

MACEDEP – Van Ayers:
- Presently there are 29 paid members of MACEDEP, this include those from both the Community Development and Business Development professions within University of Missouri Extension.
- Officers for this year are Van Ayers, President; Crystal Weber, Vice-President; and Tish Johnson, Secretary-Treasurer.
- Connie Mefford is in a runoff election for North Central Regional Representative of NACDEP.
- The NACDEP annual conference will be in Little Rock, Arkansas, May 17-20. There is a call for proposals for this conference. Information related to the conference has been sent to all MACEDEP members.
- MACEDEP has realigned the state awards, with the NACDEP awards. The state award recipients will be submitted to NACDEP. There will be submission from MACEDEP members for national awards.
- Several of the MACEDEP members are serving on thematic teams; adding their expertise to these efforts.
- University of Missouri Extension Community and Economic Development personnel continue in to acquire funding for Extension programs. There have been efforts to develop relationships with USDA-Rural Development personnel, and increase an understanding of their programs, within Extension.
- **MAE4-HYW** – Becky Simpson: 20+ members attended the National meeting in the twin cities last fall. Retreat coming up on April 8-10 at the lake. They have been having monthly coffee talks. National meeting this year will be in Portland, OR and will be the same week as Extension’s Fall Conference.

- **MAEP** – Sarah Denkler: 58 members this year (numbers are down this year).
  - Jim Crawford, Past President
    Natural Resource Engineer, Atchison County
  - Sarah Denkler, President
    Horticulture Specialist, Butler County
  - Brent Carpenter, President Elect
    Ag Business Specialist, Pettis County
  - Gordon Carriker, Treasurer (2014-17)
    Ag Business Specialist, Christian County
  - Joni Harper, Secretary
    Agronomy Specialist, Morgan County
  - NACAA-AM/PIC will be in July in South Dakota.
  - State winners selected at this time for 2015 are:
    - Achievement Award: Joni Harper
    - Distinguished Service Award: Wayne Flanary

- **MEAFCS** – Bethany Bachmann:
  - The MEAFCS annual meeting was held during Fall Conference and a new board was elected:
    - President: Bethany Bachmann
      President-elect: Sarah Traub
      Treasurer: Susan Mills-Gray
      Secretary: Linda Morgan
      Past-President: Jessica Trussell
    - Vice-Presidents include:
      Awards & Recognition: Melissa Bess
      Professional Development: Mary Gosche
      Member Resources: Kandace Fisher-McLean
      Public Affairs: Tammy Roberts
  - We currently have 36 members. We had 14 MEAFCS members who attended out national meeting in Lexington, KY this past September. Four members were selected to be presenters and one member presented a poster.
  - Melissa Bess will be representing MEAFCS at JCEP in February and Sarah Traub will be our representative attending PILD in April. Our national NEAFCS conference will be held in West Virginia from November 2-5 and there is currently a call out for proposals. Information can be found on NEAFCS.org.

- **Campus** – Marcia Shannon: Posters presented at Annual Conference were asked to come back on campus in November. This will probably be done again this year, so be thinking about that. Hoping to have training on how to make a better poster. They
are trying to make sure that researchers on campus know that Extension people are out there with resources that could be beneficial to researchers. Marcia suggested that a UMEA request be made for a report from the chair of the NTT committee so that UMEA can stay on top of the possible changes that are being made. Make sure that you fill out the evaluation for Dr. Ouart that came out from Ken Dean because we don’t get those opportunities that often. It should not be tied back to you through your computer. The only way it can be tied back to you is if you make a very specific comment.

Old business
- IRS and federal tax-exempt status: the executive board looked into it and decided to just let it go and not reapply for it. The board did not see a great need for the organization to be federally tax-exempt at this time. Todd Lorenz said he thinks the organization will fall under the Nelson Trickey letter written in 1972, because we are an organization under the University umbrella.

New business
- Approval of 2015 budget:
  - The first motion on the floor, from the Awards Committee, was made to increase the award money to $2000, Connie Mefford seconded it, motion carried.
  - The 2nd motion to increase the scholarship money to $6000 by the Professional Improvement committee, Marcia Shannon seconded it and the motion carried unanimously.
  - Becky Simpson moved to approve the budget as amended, Rebecca Blocker 2nd it and the motion carried unanimously.
- Flagship Council Breakfast: Lynda Zimmerman and Sarah Traub attended on behalf of UMEA. Was held at the MO State Capital in hearing room 6. Attendance didn’t seem to be great.
- Legislative Day is February 25; report by Melissa Bess: the ISE is now posted so faculty can go in and register. The Educational Attainment team will be providing the in-service that day.
- New reporting system written report provided by Mark Stillwell.
- Ken Dean email
- Professional Improvement and Staff Benefits Committee Recommendations:
  - The motion was put forth by the committee to eliminate the lifetime limit, but the limit would be $1,000 in 5 years (with a yearly limit of $1,000 starting when you get your scholarship). Bethany Bachmann made a motion to table this motion so that it can go back to the committee to bring something written to the board, Todd Lorenz seconded it and the motion carried unanimously.
  - Recommendation for the board to look the fiscal year.

1:30 pm—Administrative update – Dr. Ouart, Beverly Coberly and Joy Millard

2:30 pm—New business, cont.
• Membership eligibility: The board has found that it is very vague and that it needs to be looked at. The board recommended that a committee be formed to improve what the membership eligibility policy reads. James Quinn made a motion to form a committee, Shaun Murphy seconded it and the motion carried unanimously. Sarah Denkler with head the committee up with Stephanie Schindler, Chrystal Irons and Darlisa Diltz volunteering to work on the committee.

• Complementary membership for new employees: this issue was raised this fall and has been brought up in the past that depending on when you are hired you may miss out totally on your complementary year. The board recommended that a committee be formed to look at this policy. Chrystal Irons suggested this be added to the committee that is looking at membership eligibility.

• Constitution and Bylaws/Working Policies: Lynda would like a committee to look through and really clean these up. Chrystal Irons made a motion to form a committee to look at the bylaws and working policies, Darlisa Diltz seconded it and the motion carried unanimously. Lynda Zimmerman will head up the committee, with Susan Mills-Gray and Becky Simpson volunteering as committee members.

• President’s report:
  1) PLC Conference, December 8-9, Columbia
     • Focus of meeting—increasing entrepreneurship within MU Extension: Why? Relates to Program Integration and Thematic Teams; it’s seeing the opportunity for change plus the willingness and fortitude to take calculated risks to achieve it. Cultivating entrepreneurship helps promote a culture where we are willing to try new things and are not afraid to fail. Innovators are thinkers; entrepreneurs are driven to act. We need both.

  2) State Extension Council meetings, Nov and Jan
     • State Extension Council is a strong and active advocate for MU extension, faculty and staff. They proactively initiate meetings with individuals and groups constantly making new inroads and connections. Recent visits have been with new curators, Missouri Regional Planning Commissions and Councils of Government.
     • Allen Garner from Urban West is working on a recommendation to improve MU County staff equity. They will be asking that County Support staff be provided the same educational benefit as MU extension employees—75% discount on tuition and fees. There are other inequities in compensation and benefits that they would like to see addressed; the plan is to begin with educational benefits because there is little to no measurable cost to the University.
     • Legislative Day goal is 500 in attendance this year—this breaks down to 60 per region. Ed Mobley, SE Region council member, asked UMEA’s help in achieving this goal. Please attend Legislative Day and help encourage your council members to come. Offer to drive, pick them up if it will help.
     • Jim Snider gave a legislative update—things are looking better fiscally than in past. There are 2 proposed changes to Missouri statutes: 1) 262.590—Will allow a
county extension council to borrow funds to acquire real estate. Nine counties currently own property; 2) 49.098—allows a county commissioner in all counties except First Class serving on a County Extension Council to vote in favor or against the budget for MU Extension funding.

3) Request: please send news about you or other UMEA members to share in the Insider to Sarah Denkler.

The meeting was adjourned at 2:56 p.m. by Lynda Zimmerman.

Respectfully submitted by Sarah Traub.