Epsilon Sigma Phi – Alpha Iota Chapter
Annual Business Meeting
North Little Rock
February 21, 2008

Call to Order at 3:18 by Terrie Treadway, President

Declaration of Quorum was declared by Beth Phelps, Treasurer

Minutes of 2007 Annual Business Meeting - Brenda Vick, Secretary moved to dispense with reading, second Shirley Hopkins, motion carried

Treasurer’s Report - Beth Phelps - $8,029.23 starting income – Galaxy auction funds were $1000 which was up over previous years; Terri did well on Presidents expenses. Total income $8,906.40. Major expense cost of sending Pres to PILD and National mtg.; also gave scholarship to 4-H congress; Alberta received $500 for grant workshop. Balance at end of year: $8114.91 – which is in the black. Motion by Caroll Guffey, second by La Vetta Davis Motion carried

Membership Report - Beth Phelps 2008 – 94 active, 44, Life with total of 138 members. She can still take dues at this time. $60 for returning members; $65 for new members. Membership report has been received. President, Terrie commended officers, district directors, and others who contacted new members

Committee Reports

Budget and Audit - Linda Meeks, Chair - Audit - The Audit Committee for the period of February 19, 2007 through January 31, 2008 consisted of Linda Meeks, Gayla Taylor, Renee Perkins, Berndette Hinkle, and Ron Rainey. We conducted an audit on February 14, 2008, and found the records to be acceptable except for three dividends and two deposits that were not recorded on the ledger at the end of the period audited. Linda indicated that Beth had since recorded those entries in the ledger. Budget – Expressed concern that we have used our reserves and recommended that we have more income than expenditures. To make budget balance had to plug in $1010 into fund raising and sponsorships which we have put in for several years, but we have yet to have funds from these areas. We need a plan or to reduce the budget. Motion by LaVetta Davis, second by Quinton Hornsby to accept the budget report. Motion carried

Discussion: Terrie T - Expenses do tend to rise – only met this year because membership was increased. Terrie James asked about increasing dues – Terrie T. said that would require a by-laws change Linda M pointed out – based on dues amount now – would take 50 members to cover deficient – noted not realistic. Linda Chappell and Terri J. noted that dues increase could reach the $1010 easil . Terrie T noted that cost of JCEP was more because of location and she doesn’t think those expenses will come down. Terrie T polled the membership how many would support a $10 increase in dues (many hands were raised – How many would support fund raising – no hands.
Alberta asked how many would support a contribution by membership on a volunteer basis to make up the deficient without a dues increase since the earliest we could get a dues increase would be in 2009. Terrie pointed out that electronic voting was an option with 30 days of notice.

Beth moved that we send a request to membership to make a $10 contribution in 2008 and that we ask the bylaws committee to put out an electronic proposal to raise dues in 2009 by $10; seconded by Terrie James. Motion carried.

Alberta James asked if we needed a deadline date for the 2008 contribution – Beth amended to add a deadline of July 1, seconded by Alberta James. Motion carried vote on amendment – motion carried.

**Constitution and Bylaws** – Joy Buffalo, committee member, reported that the following changes be made to the ESP constitution. The changes suggested are to correct grammatical mistakes and do not change the meaning of the affected Article.

Proposed change #1 - ESP article V – Business : section 1 - Current reading:
Section 1. Place of Business: The principle place of business of Alpha Iota Chapter of Epsilon Sigma Phi shall be in Little Rock, Arkansas. The address of the state office is : P. O. Box 391, Little Rock, Arkansas 72203.

_The word “principle” as used here is the wrong spelling and usage of this word. The correct spelling should be “principal”._

Proposed change #2 – ESP article V – Business section. 3 – Current Reading:
Section 3. Annual meetings: The annual meetings of the Alpha Iota Chapter of Epsilon Sigma Phi shall be held at the principal place of business or at any other place in Arkansas which is reasonable assessable to the members of the Fraternity determined by the Executive Committee. The exact date, time, and place shall be determined by the Executive Committee.

_The committee recommends the words “reasonable assessable” be changed to “reasonably accessible”, to more accurately describe an easy and readily available entrance to a location._

Joy moved that these be accepted, seconded by Quinton Hornsby; Motion carried.

**Membership** – Terrie T gave report for Don Plunkett. She referred to membership report by Beth that we have 13 new members. She commended district directors and officers for increasing membership. She encouraged members to become active on a committee and contact chair of committee to ask to be placed on a committee. She also asked that you mark a committee choice on your membership form. Joy mentioned that life membership is $250 for those looking toward retirement.

**Legislative and Resolutions** - Jodie Pennington, Chair Distributed two resolutions that were received. These are as follows:

_Whereas the University of Arkansas Cooperative Extension Service has made a commitment to greatly increase 4-H youth enrollment, therefore, be it resolved that additional employees and/or realignment of duties be considered at the County and State levels in order to match the focus of administration on youth activities._
Jodie moved to accept, Shirlye Hopkins, seconded. Discussion - Beth in theory resolution is good – her concern is that it’s easy to say we will realign your time, and add more to our jobs.- in her opinion realignment has been addition. Linda Chappel, commented that if true focus and other program areas needed to be reduced to add more 4-H we needed to do that. Caroll suggested adding an explanation. The decision was for Jodie to reword and refine and add additional clarification. Jodie amended his motion to the effect that he would add clarification to indicate that other programmatic % will be reduced- Shirlye seconded. Motion for amendment carried.

Final resolution:  Whereas the University of Arkansas Cooperative Extension Service has made a commitment to greatly increase 4-H youth enrollment, therefore, be it resolved that additional employees and/or realignment of duties be considered at the County and State levels in order to match the focus of administration on youth activities. Be it also resolved that when time and responsibility are increased in one programmatic area that they be equally reduced in other programmatic areas.

Second resolution - Whereas there is now financial incentive program for classified personnel, therefore be it resolved that Epsilon Sigma Phi wishes to thank Dr. Lyles for providing support for the program. No motion was made for acceptance

**Professionalism**- Candace Carrié, Chair- Candace reported that the annual ESP meeting was held in Charleston SC, in September, 2007 represented by President, Terrie, award winner, Easter Tucker, workshop presenters, Allisen Penn and Robbie McKinnon and poster presenters, LaVetta Davis, Becky Reynolds, and Candace Carrie’. Also attending as national committee member was Martha Ray Sarter. To the knowledge of the group, this was the largest number of members to attend an ESP national meeting. This met the recommendation from the 2007 committee to have members submit to national for the opportunity to present a poster or educational session. The other recommendation from 2007 was that ESP should continue to offer trainings for members that assist them in career development, personal development, and Extension programming. At grant was obtained from National to help sponsor a grant-writing workshop for 2008 Galaxy. A poster session reporting on this effort will be presented at the National ESP meeting in Fargo, ND in 2009. Professionalism committee members are prepared to take photos, etc. to prepare for the poster session. Candace reported that total attendance by ESP nationwide in the national meeting in Charleston was 260  Report received

**Recognition and Awards** ----VeEtta Simmons Co-Chair gave the following report: Had a total of 15 awards submitted. Meritorious Support – Alyce Rin Morris , Chris Meux; Early Career – Terrie James; Diversity – Shirlye Hopkins; Team Award - Linda Chappell,Susan Holman, Nita Cooper, Trudy McManus, Tonya Yates, Renee Meyers; Administrative Leadership – Alberta James; DSA- Terrie Threadway; Tenture – LaVeta Davis.

She presented the Diversity Award and Team award. The rest of awards will be presented during the banquet this evening. Terrie noted that some of the awards were submitted by peers – she appreciated the submission of awards.
Nominating-Quinton Hornsby, Chair- Submitted the following slate of officers:

President – Don Plunkett  
President Elect – Joy Buffalo  
Vice President – Linda Chappell  
Secretary – Lisa Gilmore  
Treasurer – Beth Phelps (second year of 2 year term)  
Past President – Terrie Treadway  

Terrie asked for nomination from the floor (3 times). Quintion, moved, Caroll second to accept report and elect officers by acclamation. Motion carried.

Memorial & Tribute -Terrie James reported that 4 members have passed away in last year and ceremony will be conducted later

Web page-Becky Bridges, Chair – report on file - updated web pages about 5 times during the year, including updating membership lists, budgets, newsletters, dues invoice, committee lists and mini-grant information. The web page will continue to be maintained as needed.

Newsletter-Donna Taylor, Chair – report is on file – Terri reported that the Newsletter Committee published two newsletters in 2007—one in April and one in November Newsletter Committee members: Donna Taylor (chair), Chris Meux, Renee Myers, BeVerly Sims, Martha May, Kevin Quinn, and Lynda Lee.

Fundraising - Allisen Penn, Chair – not present Terrie indicated that Allisen indicated about a month ago that the committee was going to meet. She has not received notification of a meeting.

District Director’s Reports  
Ozark – Renee Myers, director – reported 9 renewing, 2 returning after absence, 1 new member  
Ouachita – Shiryle Hopkins, director  2 new members  
Delta -VeEtta Simmons, alternate- 5 new members ( noted the most new members!!)  
State Office – Linda Meeks alternate. – 3 new members  

Terrie noted that we now had a member from the Research and Extension Center.

National Reports  
JCEP, PILD, and ESP National Conferences-Terrie reported on her representation for the organization at these 3 national meetings. PILD – represented ESP and Extension during meeting with legislators. National Mtg. in Charleston – encouraged membership to take advantage of attending an national ESP meeting; provides a good opportunity to network with other states. JCEP - Orlando, FL – mini board meeting attended by state President. ESP is trying to increase membership nationwide. They are trying to increase technology to increase membership – key speaker was using blogs, pod casts to share information. She noted the synopsis of our chapter report which will be on the national website. Beth suggested that Terrie submit this to Becky for our state website. She also noted the logo submitted by Joy Buffal and Chris Meux. 
New Business

Memorial Service-Terrie James called upon Jean Ince, Becky Reynolds, and Elizabeth Childs to conduct the memorial service – Catherine Conner, Lynn Russell, Robert Gerald Smith, and Robert Hallmark. Candles were lit in memory of friendships made, knowledge gained, and inspiration gained from these departed fellow workers.

Installation of New Members- Don Plunkett/Joy Buffalo – Don read Extension Creed which is on the certificate received by the following new members: Vanessa Woods Evans, Jacqueline King, Elizabeth Fortune, and Lucy Williams.

Installation of New Officers- Quinton asked all officers to come forward for the installation. Quinton and Alberta charged the officers with acceptance of their duties for their coming term of office.

Passing of the Office to New Officers- Don presented Terrie with a plaque from the chapter in recognition for her service and leadership in the association.

Don asked that when we break in a few moments the following districts should meet to elect directors and alternates;

Vacancy-State Office Director –
Directors in even years: Ozark-1890 Faculty, and Retirees

Districts are to report results to the secretary.
State Office Director – Linda Meeks; alternate – Judy Robison, and Becky Bridges
Ozark- Renee Myers, director, Brenda Vick, alternate
There was no members representing the 1890 Faculty and Retirees present at the business meeting, therefore no directors or alternates were elected.

Don also informed the group that in 2009 – ESP gives leadership to Arkansas Galaxy. The first meeting will be in the morning at 7:30 a.m.

Terrie – new business – Chi Epsilon Sigma – professional association for support staff has asked all associations for support of their association meeting – All presidents of associations met yesterday – decision was that Stacy Mc Cullough would draft correspondence to Chi Omega with suggestions for fund raising but that none of the associations are in a situation to give financial support.

Motion by Albert James to adjourn for district caucus, second by Caroll Guffey. Motion passed. Meeting adjourned at 4:55 p.m.