

OSUEA Board Meeting Minutes

April 27, 2021

11 am

Via Zoom

In attendance: Oliva Davis, Amy Derby, Wendy Hein, Jan Williams, Lillian Larwood, Sandra Carlson, Debera Warnock, Andrea Leao, Kelli Watcherson, Elissa Wells, Robin Maille, Jennifer Cruickshank, Jose Garcia, Sergio Arispe, Wiley Thompson, Amanda Bielenberg

- I. Call to Order – 11:00 am by Amy
- II. President’s Report - *Amy*
- III. Secretary’s Report – *Wendy Hein* - Minutes from the March 31, 2021 board meeting Thank you Sandra Carlson for taking minutes at the last meeting.

Debera moved, Sandra seconded – **Minutes were approved** as presented.

- IV. Treasurer’s Report –*Jan Williams*

The “bank fee” is for ordering checks. There were a few final memberships processed since January. Affiliate dues were up.

Are there any reimbursements for PILD or JCEP? No, our president and president elect did not go this year. Moved by Wendy, seconded by Jan – Reserve the PILD and JCEP items from the 2021 budget for use by those officers in 2022 (in addition to the 2022 funds). **Motion passed.**

Suggest moving some funds from checking to the money market account. We don’t have any planned expenses for several months, until we get close to EAC. Moved by Wendy, seconded by Andrea – Move \$7000 from the checking account to the money market account. **Motion passed.**

- V. Committee Reports

- a. Membership – *Sue Hunt* – no report
The lists of committee interest (from the dues forms) are included in the membership list on the OSUEA website.
- b. Search for Excellence Program – *Luisa Santamaria & Chal Landgren*– no report
- c. Public Relations and Cooperator Awards – *Sergio Arispe, Katie Ahern & Amy Jo Detweiler*
- d. Esprit de Corps – *Sandra Carlson, Lillian Larwood & Deb Warnock*
Offer the EAC fundraiser opportunity to ESP if they want it – Jose expressed interest on behalf of ESP. Moved by Wendy, seconded by Sandra – OSUEA will put ESP in charge of a fundraiser of their choice during EAC. **Motion passed.**
Suggest that we create a fun activity for members in the fall, example: online escape room
Waiting to see what makes sense with the 2021 EAC
Virtual conference goodie bag for EAC? OSUEA could fund it. Amanda could help with ordering, but not stuffing or mailing.
- e. Staff Awards – *Olivia Davis & Carole Smith*

Recruiting committee members, updating the application process

- f. Professional Development Committee – under development
Historically has been led by the President Elect, takes the lead on selecting peer-reviewed sessions.
- g. Historian – vacant
- h. Administration Liaison – *Lindsey Shirley*
- i. Inactive Committees –
 - i. Extension Conference Posters
 - ii. Extension Conference Tours
 - iii. Fundraising Committee
This committee was specifically for increasing the Extension Professional Development Fund endowment. Due to the committee's efforts, we have exceeded the goal of \$500,000 in the fund. Only maintenance is needed at this time.
- j. Website Updates – *Lillian Larwood & Victor Villegas*
Website is updated with current information. Committees will find the last version of their forms and information. Will update with EAC information as it is developed.

New: Memorial Poster. Has been displayed at the BBQ. Now lives on the website. Jackie Russel keeps a list. Will update the web site a few times a year.

New: Historical records for OSUEA are in the OSU archives (except one box still in Ballard).

VI. Affiliate Reports (see table below)

ESP (Jose): May 1 is the scholarship deadline for national conference assistance.

OAEA (Jennifer): Held state spring development conference online in April. National meeting will be virtual in July, scholarships available.

FCS (Robin): Spring state meeting in May.

4-H (Andrea): Spring virtual conference in April. Will be offering professional development funds in May.

ANREP: no report

VII. OLD BUSINESS:

- a. Extension Annual Conference – Amanda Bielenberg

Will offer the 2021 Extension Annual Conference as a Virtual Conference. It feels like a safe choice, COVID cases are still on the rise. It was also the most requested option on the attendee survey. Basic format will be similar to 2020.

FEEDBACK REQUESTED: Email ideas to Amanda, will make decisions at the next meeting

- Specific Programming (themes, internal presenters) – Chris Larson
- Outside Curriculum (presenters and programs) –

- Virtual Tours – Art museum, virtual hike, Food Innovation Center – Brewery Tour (Tom Shellhammer), Virtual tastings
- Keynote speakers –

Cooperator Awards: Offer this year or wait until we can recognize them in person?
 Include with the Spring Vice Provost Awards instead? It is a full-day program.
 Will discuss in May.

VIII. NEW BUSINESS: None.

IX. Next Meeting – last Tuesday of the month at 11 am, May 25, 2021

X. Adjourned at 12:01pm.

Board of Directors: (16 total)

Elected Officials	Directors-at-Large	Affiliate Presidents
Amy Derby – President	Sandra Carlson	Jose Garcia – ESP
Deb Warnock – President-elect	Wiley Thompson	Jenifer Cruickshank – OAEA
Wendy Hein – Secretary	Samara Rufener	Robin Maille – FCS
Jan Williams – Treasurer	Andrea Leao	Jared Delay – 4-H
Elissa Wells – Past President	Kelli Watcherson	Dan Stark – ANREP Representative
	Tracy Wilson	

Today’s quorum is 6. A quorum at a Board meeting shall be **one-third** of the number of the voting members of the Board of Directors. Vacant positions are not counted as part of the quorum. Voting Members: President, President-Elect, Secretary, Treasurer, Past-President; 6 Directors at-Large representing the broad areas of OSU Extension; and one representative from each of the OSUEA affiliated Associations. Non-Voting Members: Committee chairs are ex-officio members of the Board of Directors.