

**Chi Epsilon Sigma-Gamma Chapter
Board Meeting 2023 Conference
November 8, 2022
Harding County Extension Office**

Tami Widelski called the meeting to order at 10:07pm EST. Tami Widelski, Kim Campbell, Georganne Collins, Sherry Stith, Robyn Edgell, Nancy Williams, Stephanie Caldwell, Diane Turner, Sue Rice, Kelsey King, Marie Grimes, Lisa Stevens, Carrie Adkins, Donna Napier, Debbie Combs, Marilyn Hooks and Cristin Costello were present.

Tami congratulated Nancy for being a recipient of the Outstanding Staff Award.

Tami thanked Robyn for all her hard work in converting the website to the new platform. Everyone agreed it looks awesome.

Tami notified the group that the following people have resigned from the board of directors for assorted reasons; Linda Martin, Eileen Kopp and Jackie Allen. Each of these positions will need to be filled as soon as possible.

Tami then installed Debbie Combs as a director. She was unable to be present at the August meeting.

Georganne presented the minutes of the August 23 Board meeting. Nancy made a motion to approve the minutes as presented and to not read them at future meetings since they are posted on Teams. Sherry seconded the motion. Motion carried.

Sherry reported we have \$9,410.87 in the bank as of today. She also provided the group with several other reports about actual expenses vs budget. Marie made a motion to accept the treasurer report as presented, Kim seconded, and the motion passed.

Tami reported on a zoom call that she and some others were involved with the three regional directors about the overtime issue. All directors support our organization and our conference. Natasha said the regional directors will communicate with the AED's the importance of our organization and conference. We as members need to ask for our travel dates early so the AED's can approve before the meeting. The meeting will be in the west region so those members in the west will be exempt from the 50-mile rule so they can stay at the conference. She suggested we have a new member orientation meeting Wednesday evening and/or something else for members to take part. This will help support the need for Wednesday travel. The board can meet for any last-minute updates or changes. She reminded us that breakfast cannot be counted as work time. Since overtime is not allowed and Thursday is a long day

members will need to work it out with their office to take comp time earlier in the week to offset the long day Thursday.

Kim updated the group on her location search for 2024. She recommends the Marriott Cincinnati Airport, Hebron, KY. After a short discussion Robyn made a motion to accept Kim's recommendation. Sherri seconded the motion passed unanimously.

The following are committee reports:

Nominating-Nancy Williams will post the positions that will need to be filled in the coming year.

Awards-Kelsey King reported she has nothing new. Going forward the budget has two items associated with awards this will be combined into one for a total of \$650 for staff awards. This will cover the expense of the plaques and the cash awards for those awards defined in the policies and procedures as annual meeting awards.

Professional Improvement – The committee is currently reviewing the forms for clarifications. The Higher Education scholarship will be awarded for the fall semester based on proof of enrollment. March will be the deadline for entry.

Budget – Sherry Stith is researching the CHiES tax exempt number. She has one but found the organization was issued one in 2002. She is trying to find that one. Membership needs to go out in December. Robyn will create a Qualtrics survey, so Sherry doesn't have to type all those names again. This will allow quicker updates to the membership list. The directors need the list updated so they can communicate effectively with the members in their areas.

Entertainment – A survey was sent to members asking what type of entertainment they would like, and the winner was an entertainer.

Equipment/Technology - nothing to report currently, this is dependent on the speakers.

Breakout Sessions/Pre-Meeting Packet/Registration Packet – Robyn presented the group with several suggestions for sessions. The group told her to continue with her suggestions. They all sounded good. Georganne presented a spreadsheet with a breakdown of the registration fee costs. The group decided to wait until the January meeting to finalize the registration fee. Registration will be ready to go out right after the January meeting. Conference registration after February 10, 2023, will be considered late and have an added fee. This is the last date to adjust the hotel contracted room nights downward.

Give-a-Way/Speaker Gifts – Donna Napier showed the group two tee shirts, one navy and the other heather navy, with the logo. Marie made a motion to use the heather navy, Diane seconded, motion passed. Donna also showed the group several other items that could be personalized. Several liked the fleece blanket so Donna will get a price and have one with the logo at the next meeting.

Door Prizes – Members loved last year's gift baskets so they will do that again but need to have a budget to get started. Marie made a motion to set the budget at \$500, same as last year, Sherri seconded. The motion carried. This will allow them to take advantage of holiday deals.

Guest Speakers – We will only have an opening speaker. Dr. Alex Elswick was very good, and it was suggested that he be our opening speaker. Other suggestions were made also. Carrie will continue to explore possibilities.

Marie made a motion to adjourn the meeting, Lisa seconded. Motion carried.

The next meeting will be at the Daviess County Extension Office, January 17th, 9:00am-2:00pm CST. Tami will send a meeting invitation via email.

Meeting adjourned at 3:04pm EST

After the meeting, the group took a photo for Robyn to use as a Christmas Card to the membership.