

## JCEP – Wisconsin Board of Directors Meeting

Wisline: November 26, 2007, 1:00 pm

### Membership 2007-2008 JCEP Board of Directors

Association	Name	Present (X) 05/21/07	Present 08/28/07	Present (X) 11/26/2007
ESP	Gary Korb	X	X	X
ESP	Dianne Weber	X	X	X
ESP	Mike Wildeck	X	X	X
WACAA	Jerry Clark	X	X	X
WACAA	Jon Zander		X	X
WACAA	Tim Jergenson		X	X
WAE4-HYDP	Barb Barker	X		X
WAE4-HYDP	Karen Sipple	X	X	
WAE4-HYDP	Donna Duerst		X	X
WEAFCS	Kathy Metzenbauer	X	X	
WEAFCS	Mary Novak		X	X
WEAFCS	Pam Peterson	X		
WEECDA	Peggy Compton	X		X
WEECDA	Andrew Dane		X	
WEECDA	Jay Moynihan	X	X	

Acting Chair Jerry Clark called the meeting to order at 1:04 p.m. Mike Wildeck requested that “Site for the 2009 JCEP Conference” be placed under “Unfinished Business.” Barb Barker moved to accept the Secretaries Report as printed. Peggy Compton seconded the motion. Motion carried. .

Treasurer Barb Barker provided two financial reports. Report I covering May 17, 2007 to August 23, 2007 indicated a checking account balance of \$6349.36, a money market balance of \$20,786.99, and a savings account balance of \$5. The financial books of JCEP were audited by Melanie Miller and Karen Sipple and were found to be accurate.

In financial Report II covering August 23, 2007 to November 26, 2007, Barb reported a checking account balance of \$6239.92, the money market account has a balance of \$21,000.04, and the savings account remains at \$5. Barb recommended that JCEP move some money from the checking account to the money market account.

Mike Wildeck moved to approve the Treasurer’s Report. The motion was seconded by Jon Zander and was passed by voice vote.

Jerry Clark announced that JCEP has applied for a credit card. Barb Barker indicated that she had received the credit card, but returned it due to an inaccurate address on the account.

### Standing Committee Reports:

#### Conference Planning

The Conference Planning Committee met on September 29, 2007 via Wisline. They will meet face-to-face at the JCEP Conference location in Eau Claire on December 7<sup>th</sup>. Jerry indicated that Karen Sipple has done a great job working with the group. Jerry reported that the facility contract binds JCEP to a 3-day conference for 2008.

The 2008 JCEP Conference will begin on Tuesday with a luncheon and speaker followed by afternoon tours and some breakout sessions. Wednesday will begin with Agent Association meetings in the morning, breakout sessions in the afternoon, and Association banquets in the evening. Thursday's schedule has breakouts in the morning and a capstone speaker at noon. The Chippewa County UW-Extension Office will handle the registration via surface mail only, no web-based registration this year.

Lori Zierl will be in charge of the poster session, Pam P. and Andrew Dane will be responsible for the conference evaluation. Registration for the JCEP Conference will begin February 1, 2008. No refunds for the conference will be allowed after March 14<sup>th</sup>.

Jon Zander asked for ideas for a key note speaker. Jon will be leading a breakout session on materials needed for promotion in rank. Jerry Clark asked for additional ideas for breakout sessions. Gary Korb suggested that the Payroll and Staff Benefits Office be invited to give an update on benefits during a breakout session.

Gary Korb reported that previous JCEP Conference evaluations indicated that about one-half of the respondents wanted a two-day conference rather than 3-day event. Gary indicated that ESP and WEEDA see the JCEP Conference as a place to present scholarly presentations and that a 3-day conference provides more opportunities than does a 2-day conference.

Peggy Compton reported that notes from previous conferences indicated that the Planning Committee should reserve a meeting room for CEAC and that time and space be allocated for ESP.

### **Promotions and Marketing Committee**

Donna Duerst reported that the Promotions and Marketing Committee will meet in December on a date to be announced to go over team awards and promotion items. Jerry Clark reported that he has display materials in his office.

### **Issues and Concerns Committee**

Gary Korb reported that the Issues and Concerns Committee will meet via Wisline sometime in the near future. This committee consists of Gary Korb, Jon Zander, Kathy Metzenbauer and Barb Barker.

The issue of a 2-day conference versus a 3-day conference will be addressed by the committee.

### **Unfinished Business:**

#### **2007-2008 Budget**

Barb Barker presented the 2007-2008 JCEP budget. The budget calls for conference registrations of \$22,500 (minus refunds) and \$500 in anticipated interest income. Expenses for 2008 are anticipated to be \$25,000 compared to \$24,466 in 2007. \$3000 will be used from the JCEP treasury by the Conference Planning Committee for upfront costs associated with the 2008 JCEP Conference. It was noted that the conference registration fee was \$110 in 2007 and \$100 in 2006.

The coordinator fee for 2008 was increased by \$100. The 2008 budget for Promotions and Marketing will include \$50 for Wisline, \$1000 for Team Awards, and \$750 for promotions items.

Donna Duerst moved to approve the 2007-2008 budget as presented. The motion was seconded by Peggy Compton and passed by voice vote.

### **Site for the 2009 JCEP Conference**

Mike Wildeck reported that we should tentatively hold three days for the 2009 JCEP Conference at the sites that the Conference Committee is dealing with. March 31-April 2, 2009 is the first preference for dates. Wisconsin Dells is the first choice for location for the 2009 conference. Peggy Compton has a proposal from the Sheraton on John Nolen Drive in Madison. A decision on date and location must be made by December 15<sup>th</sup> to use that facility.

At the selected time of the year, Wisconsin Dells is busy due to spring breaks from school. The Kalahari and Chula Vista resorts are not interested in hosting the JCEP Conference due to state rates. The Raintree in Wisconsin Dells or the Mead Hotel in Wisconsin Rapids are other possible choices.

Following discussion regarding rates and locations, Barb Barker moved that the 2009 JCEP Conference be held at the Sheraton in Madison. Donna Duerst seconded the motion and the motion passed on voice vote.

### **JCEP Website**

The JCEP website has been somewhat updated, but needs more attention. Any changes for the website should be sent to Andrew Dane.

### **New Business**

No new business reported or discussed.

### **Association Reports**

WACCA – nothing to report. WEAFCFS – nothing to report. ESP – Gary Korb reported that the national ESP conference was held in South Carolina in September. ESP will try to reactivate their membership committee and possibly sponsor a fund raiser at the 2008 JCEP Conference. Gary suggested that reduced registration fees for retirees is a good idea and encouraged the planning committee to continue this the future. WEECDA – nothing to report. WAE4-HYDP – the national meeting was a good conference. They are developing guidelines for awarding funds for professional development from the profits from hosting the 2006 national meeting.

The next meeting of the JCEP Board of Directors will be sometime in February via Wisline. Barb Barker moved to adjourn. The motion was seconded by Donna Duerst. The motion passed. The meeting was adjourned at 2:29 p.m.

Respectfully submitted,

Tim Jergenson, Secretary