

## **JCEP – Wisconsin Board of Directors Meeting**

February 13, 2007

Via Wisline Teleconference

**Present:** Karen Joos, Andrew Dane, Barb Barker, Donna Duerst, Gary Korb, Jason Kruse, Jerry Clark, Karen Sipple, Kathy Metzenbauer, Pam Peterson, Peggy Compton. **Excused:** Mike Wildeck, Mike Kornmann, Scott Reuss, Marma McIntee (ill).

Chair Karen Joos called the meeting to order. There were no additions to the agenda. There was one amendment to the November 7, 2006 meeting minutes. Karen Sipple moved to approve the minutes of the November 7 meeting as amended. Motion was seconded by Gary Korb. Motion carried.

### **Treasurer's Report**

The Treasurer's Report was sent to Board Members via e-mail. Current balances are:

Checking: \$11,771.44

Money Market: \$20,283.40

Savings: \$5.00

Korb moved to approve the Treasurer's report. Second by Compton. Motion carried. Korb noted that the money market account was a great idea and commended those involved. There was a discussion of having a JCEP Credit Card. Sipple, Duerst, Clark and Dane all spoke in favor of this idea. There was discussion of who would have the cards and what parameters would be put in place for use of the cards. It was suggested that the Treasurer and Chair of the Conference Planning Committee would each have a credit card. It was added to the agenda under New Business for further discussion.

### **Conference Planning Committee Report**

Karen Sipple, Conference Co-Chair, thanked the Conference Planning Committee for their outstanding work so far. The conference theme will be "JCEP: Encompassing Our Future."

Registration will be posted by next week for online registration. The proposed registration fees are:

Early Bird (by March 16<sup>th</sup>) \$110

Regular (through March 30<sup>th</sup>) \$135

Late (after March 30<sup>th</sup>) \$145

Active Member One Day fee \$20 plus meal costs (to be determined)

Retiree One Day fee \$20

There was discussion about the structure and amount of registration fee that retirees should pay. Korb noted that last year the Retiree One Day Registration fee was \$15 plus \$25 if they opted to attend the banquet. Compton suggested a complimentary registration fee with payment for specific meals they choose to attend. Korb made a motion that retirees would have a complimentary registration and pay only the fees for specific meal costs that they choose to attend. Those costs would be assessed according to the established conference meal costs. Second by Barker; motion carried.

Conference Planning Committee Chair, Sipple offered the following draft conference agenda:

#### **Tuesday, April 17**

- 12:30 Load busses & leave Bridgewood for UW-Fox Valley
- 1:00 - 2:30 Luncheon, with contracted lunch service, and speaker at UW-Fox Valley
- 2:30 - 5:00 Mobile workshop/workshops on the move/workshops on wheels
- 5:00 - 6:30 Return to hotel & social time
- 6:30 Dinner, Auction for WEAFCFS, network, relax and enjoy

## **Wednesday, April 18**

7:00 – 8:00 poster set-up  
7:30 – 10:30 Breakfasts/Association Business Meetings  
10:00 – 11:00 ESP Retirees  
11:00 – 12:00 Poster sessions  
10:45 - 12:00 ESP Meeting  
12:15 – 1:45 All Association Luncheon  
2:00 – 5:00 Mobile workshop  
2:00 - 3:15 Round 1 Concurrent Workshops  
3:15 – 3:45 Break  
3:45 – 5:00 Round 2 Concurrent Workshops  
5:00 – 5:30 Poster Take Down  
6:30 Association Banquets

## **Thursday, April 19**

8:00 – 9:00 Breakfast buffets  
9:00 - 10:30 World Café (CRD led/organized)/Round 3 Concurrent Workshops  
10:30 – 11:30 Capstone speaker/evaluation

Korb mentioned that the workshops are well balanced between general interest and program area-specific topics. The deadline for submitting proposals was February 8<sup>th</sup> so the committee is now working on getting them lined up.

Joos mentioned that there has been a discussion of honoring Arlen Leholm at the All Association Luncheon. However, Arlen will not be available on Wednesday but will be available on Thursday so he could be honored during the Capstone Speaker time on the 19<sup>th</sup>. It was noted that the honor should come from the JCEP Board as we represent all Associations/Program Areas. Honors that were discussed included an engraved plaque and/or a donation to an association or organization of Arlen's choice.

The planning committee wishes to get more accurate meal counts for the Wednesday All Association Luncheon. To accomplish this, Sipple will e-mail the Association Presidents requesting that each association give Karen Dickrell a meal count to match their needs based on their association awards recipients that will be in attendance. Rick Klemme will assist with the award presentations at the All Association Luncheon. The JCEP Board (Sipple) will extend an invitation to the Chancellor.

It was noted that conference participants and associations should be aware that they will not find extra space in the hotel very easily (not many meeting rooms are available.)

## **Promotions and Marketing Committee**

An announcement was sent out to solicit nominations for the JCEP Team Award. Nominations are due March 16<sup>th</sup>.

## **Issues and Concerns Committee**

There were no issues or concerns to be discussed.

## **New Business**

### **Credit Card Access:**

Treasurer Barker submitted to the Board via e-mail the following parameters to consider for credit card access: Expenditures must be part of an approved budget line item, Items to be charged are only to be within the member's authority, Receipts are to be turned into the treasurer within 2 weeks of

purchase and accompanied by a JCEP-WI Invoice Transmittal Form, Potential Credit card holders are the Conference Planning Committee Chair, the PILD Delegation Leader and the JCEP Treasurer. Sipple made a motion to have Barker move forward in an application for a JCEP credit card to be used within agreed upon parameters. A second was made by Duerst and motion carried. It was suggested that we look into a card that would list JCEP-WI as the card holder rather than a specific person to alleviate the need to get new credit cards each time the treasurer and other positions change.

### **2008 JCEP Conference:**

A committee of Compton, Sipple, Barker and Chris Kniep have been exploring dates and locations for JCEP's 2008 conference. The following dates have been suggested: March 11-13, April 1-3, April 8-10 and April 15-17. The state Dept. Head conference is March 10-12 in conflict with the first suggested dates so they have been dropped from consideration. In her e-mail to Association Presidents, Sipple will list the April dates that are under consideration and ask for known conflicts and suggestions. This committee will meet via teleconference in March to determine dates and conference site that will be recommended to the JCEP Board. Ideally, a location and dates for the 2008 conference can be announced during the 2007 conference.

### **Association Announcements:**

WACAA: No announcements.

WEAFCS: Members are busy planning their National Conference to be co-hosted with MN and IL. The conference will be held in St. Paul, Sept. 17-20, 2007, at the Radisson Riverfront. They are currently working out some challenges with the conference program. WEAFCs will have a silent auction at JCEP again this year.

ESP: The Awards Committee are busy making their awards selections. They are looking forward to their upcoming regional meetings (Mike Wildeck will attend; Gary Korb is unable to attend). ESP National will be September 10-14, 2007, in Charleston, SC. February 28<sup>th</sup> is the deadline for submission of papers.

WAE4-HYDP: Donna Duerst will be staying on the Board another year. Wisconsin hosted the national meeting in Milwaukee on Oct. 22-26. They are now in the process of determining how to best utilize the funds that were gained from the conference.

WEECDA: Wisconsin will host the national ANREP (Association of Natural Resource Extension Professionals) conference May 20-23, 2008.

Sipple made a motion to adjourn the meeting. Second by Barker; motion carried.

### **Future JCEP Board Meetings**

Face to face meeting in April at the Annual JCEP Conference

Face to face "reorganization" meeting Monday, May 21<sup>st</sup>.

Respectfully Submitted,

Peggy Compton  
2006-2007 Secretary  
JCEP Board of Directors