

EPSILON SIGMA PHI



ANNUAL REPORT

1995-96

**ALPHA DELTA CHAPTER
UNIVERSITY OF FLORIDA
GAINESVILLE, FLORIDA**

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**Epsilon Sigma Phi
Alpha Delta Chapter
1995-96**

OFFICERS

President	Michael Demaree	Pasco County
President-elect	Marilyn Halusky	Duval County
Secretary	Lamar Christenberry	Escambia County
Treasurer	Albert Fuller	Levy County
Analyst	Linda Landrum	Volusia County
Chaplain	Elizabeth Bolton	Gainesville UF

COMMITTEE CHAIRS

Audit Committee	Alden Hilliker	Gainesville UF
Awards & Recognition	Nan Jensen	Pinellas County
Budget & Finance	Albert Fuller	Levy County
Constitution & By-Laws	Clayton Hutcheson	Palm Beach County
Legislative Review/ Fringe Benefits	Bill Summerhill	Gainesville UF
Membership/Initiation	Linda Landrum	Volusia County
Memorial	Elizabeth Bolton	Gainesville UF
Nominating	Damon Miller	Tallahassee FAMU
Program of Work	Marilyn Halusky	Duval County
Public/Member Relations	Mike McKinney	Hillsborough County
Newsletter/Annual Report	John Brenneman	Polk County
Professional Improvement/ Scholarships	Russ Giesy	Lake County
Retirees	B. J. Allen	Gainesville
Life Members	Ruth Milton	Gainesville

DIRECTORS

State Faculty	Joy Cantrell	Gainesville UF
District I	Henry Grant	Gadsden County
District II	Larry Halsey	Jefferson County
District III	Doris Taylor	Lake County
District IV	Mike McKinney	Hillsborough County
District V	Ken Shuler	Palm Beach County

Epsilon Sigma Phi

Alpha Delta Chapter / University of Florida

Annual Business Meeting

Panama City Beach
September 10, 1996

Agenda

Call to order	Michael Demaree
Invocation	Elizabeth Bolton
Recognition of Guests and Retirees	B. J. Allen
Initiation of New and Transfer Members	Linda Landrum
Minutes of the last Board Meeting	Lamar Cristenberry
Treasurer's report	Albert Fuller
FAEP Council of Presidents	Michael Demaree
Public Issues / Leadership Development Seminar	Marilyn Halusky
Annual Report / Southern Leaders Workshop	Michael Demaree

District Representative Reports

District I	Henry Grant
District II	Larry Halsey
District III	Doris Taylor
District IV	Mike McKinney
District V	Ken Shuler
State Faculty	Joy Cantrell
Life Members	Ruth Milton

Committee reports

Audit	Alden Hilliker
Awards & Recognition	Nan Jensen
Budget & Finance	Albert Fuller
Legislative Review/Fringe Benefits	Bill Summerhill
Membership/Initiation	Linda Landrum
Memorial	Elizabeth Bolton
Retirees	B. J. Allen
Program of Work	Marilyn Halusky
Public/Member Relations	Mike McKinney
Newsletter/Annual Report	John Brenneman
Professional Improvement / Scholarships	Russ Giesy
Constitution & By-Laws	Clayton Hutcheson
Nominating	Damon Miller

Old business

New business

Adjourn

Meeting Minutes

December 14, 1995 - 9:00 a.m.

Officers and Directors Present: Elizabeth Bolton, Joy Cantrell, Lamar Christenberry, Michael Demaree, Albert Fuller, Marilyn Halusky, and Linda Landrum.

Committee Chairs Present: Ruth Allen (Life Member), Russ Giesy (Scholarships).

Others Present: B. J. Allen

President Michael Demaree called the meeting to order at 9:10 a.m. The minutes of the annual meeting were approved as read by secretary, Lamar Christenberry.

Elizabeth Bolton presented the inspirational thought.

President Demaree distributed to all present a list of the officers and committee chairs and announced the dates of the next ESP Board Meeting (May 29-30, 1996) and the annual meeting (September 9-12, 1996).

Treasurer Albert Fuller gave the Treasurer's Report (copy attached). A motion was made by Lamar Christenberry, seconded by Marilyn Halusky, to accept the Treasurer's Report. The motion passed.

Mr. Fuller distributed a proposed budget for the upcoming year (copy attached). A motion was made by Lamar Christenberry, seconded by Albert Fuller, to include in the 1995-96 budget provision for reimbursement of expenses, not to exceed \$50.00, incurred during travel to winter and spring board meetings for those officers and directors who travel in excess of 300 round trip. This practice is to be effective for two years and then evaluated. The procedure would be effective in cases where travel is not otherwise reimbursed. The vote was 5 in favor, with the chair voting no.

The motion made by Elizabeth Bolton to accept the budget as amended was seconded by Lamar Christenberry. Motion passed unanimously.

President Demaree directed the Secretary to make a list of the officers and directors who qualified for travel based upon state mileage maps and forward a letter to all officers and directors transmitting such information.

President Demaree recognized the efforts of Director Mike McKinney on the ESP newsletter which he had developed for his district.

Vice-chairman Marilyn Halusky gave a report on the national meeting in Spokane, Washington. The meeting had excellent programs on the theme of marketing of Extension.

Discussion ensued regarding nomination of Dean Woeste for the Ruby Award. The Board's decision was unanimous and encourages the awards committee to submit his application this year.

B. J. Allen was asked to report on Life Members. Discussion was held regarding when life membership could be paid and membership lapses. No clear resolution was found. Mr. Allen stated that for the last two years there was some question concerning the retirees' committee and its roll with ESP. ESP needs to do a better job on life membership recruitment. Also do retirees have direct connection with ESP if they do not pay life membership. National is to be consulted.

Albert Fuller moved that the meeting be adjourned. Ruth Milton seconded the motion. The meeting was adjourned.

Lamar T. Christenberry

**Epsilon Sigma Phi
Alpha Delta Chapter
Spring Board Meeting
May 30, 1996
9:00 A.M.**

**Farm Bureau Building
Room 230-C
5700 SW 34th. Street
Gainesville, FL 32614**

Call to order	Michael Demaree, President
Devotional	Elizabeth Bolton, Chaplain
Questions for the Dean	
Minutes of the last board meeting	Lamar Christenberry, Secretary
Treasurer's report	Albert Fuller, Treasurer
FAEP Council of Presidents report	Michael Demaree, President
Winter ESP National meeting report	Marilyn Halusky, President-Elect
Committee reports	
Audit	Alden Hilliker
Awards & Recognition	Nan Jensen
Budget & Finance	Albert Fuller
Constitution & By-Laws	Clayton Hutcheson
Legislative Review/Fringe Benefits	Bill Summerhill
Membership/Initiation	Linda Landrum
Memorial	Elizabeth Bolton
Nominating	Damon Miller
Program of Work	Marilyn Halusky
Public/Member Relations	Mike McKinney
Newsletter/Annual Report	John Brenneman
Professional Improvement/ Scholarships	
Retirees	Russ Giesy
Life Members	B. J. Allen Ruth Milton
Old business	
New business	
Adjourn	

Meeting Minutes

May 30, 1996

Officers and Directors Present: Elizabeth Bolton, Lamar Christenberry, Michael Demaree, Albert Fuller, Linda Landrum, and Mike McKinney.

Committee Chairs: Ruth Milton(Life Member)

President Mike Demaree called the meeting to order at 9:18 a.m.. A devotion was given by Elizabeth Bolton.

The minutes of the winter board meeting were read. They were approved on a motion by Albert Fuller, seconded by Elizabeth Bolton.

Treasurer, Albert Fuller submitted a partial treasurer's report without a balance carried forward(copy attached). Cash available in checking was \$2602.56. A certificate of deposit balance was \$3660.04.

President Mike Demaree asked Mike McKinney to develop a summer newsletter to the membership. He passed around materials on the Marketing of Extension which he had received at the national meeting.

The Directors and Officers voted on the ESP Distinguished Service Ruby Award, Southern Region D.S.A., Mid Career Service Award and Southern Region Team Award.

Awards procedure was discussed. A need was identified by the board for the application forms to be sent back to the nominee for revision before its submittal to regional competition.

The president discussed the FAEP Council of Presidents meeting held the day before and plans for the state meeting to be held in Panama City in September.

A report was then given on the winter ESP National Meeting.

Ruth Milton gave a report for the Life Members and Retirees Committee on the membership costs. Mike McKinney made a motion that the Constitution and Bylaws Committee propose a change to the membership that would let retired members pay 5 times the national dues to become Life Members, instead of 5 times the regular dues(state plus national). A second was made by Albert Fuller, motion passed unanimously.

Motion was made by Mike McKinney to charge \$100.00 this year for retirees to become life members as had been done in the past years. The motion was seconded by Albert Fuller. The vote was six in favor, with the secretary voting no.

Linda Landrum pointed out the discrepancy existing between who was in charge of communications with retirees that existed between the constitution/by-laws and the ESP handbook. This was also referred to the Constitution and By-Laws Committee.

The Galaxy Conference to be held in October of 1997 was discussed by the President with the board members.

There being no further business the meeting was adjourned.

Lamar T. Christenberry

Financial Statement

December 13, 1995 - May 30, 1996

Balance carried forward as of 12/13/95 **\$4,273.05**

Income

1995-96 Annual Dues (21 @ \$35.00)	735.00	
High Five Donation (4 @ \$5.00)	20.00	
Checking Account Interest	14.27	
National ESP Reimbursement for National Meetings:		
Marilyn Halusky	200.00	
Mike Demaree	300.00	
National ESP Reimbursement for Regional Workshop	<u>200.00</u>	
Total Income		\$1,469.27

Expenses

Airline Fare to National Meeting(Marilyn Halusky)	462.00	
Postmaster	9.50	
National Meeting Hotel:		
Marilyn Halusky	184.22	
Mike Demaree	290.40	
Southern Region Officers Workshop(Mike Demaree):		
Registration	135.00	
Lodging Shuttle and a meal	272.64	
ESP Public Issues Seminar:		
Mike Demaree	723.00	
Marilyn Halusky	613.00	
National Dues (21 @ \$20.00)	420.00	
Service Charges (2 @ \$15.00)	<u>30.00</u>	
Total Expenses		<u>(\$3,139.76)</u>

Cash Available in Checking **\$2,602.56**

Certificate of Deposit Balance as of 05/06/96 **\$3,669.04**

Proposed Budget

1995 -96

Projected Income

Annual Dues		
(150 members @ \$35)		\$5250.00
Other Income		
Initiates (8 @ \$40.00)		320.00
Life Members (1 @ \$100.00)		100.00
Interest		108.00
Annual Meeting Auction		500.00
High Five		150.00
TOTAL PROJECTED INCOME		\$6428.00

Projected Expenses

Annual National Dues		
(150 members @ \$20)		\$3000.00
Initiates (8 @ \$25)		200.00
Life Members (1 @ \$100)		100.00
FAEP Annual Meeting		
Annual Report		100.00
Memorial Committee		50.00
Certificates		100.00
Frames		150.00
Retiree's Momentos		50.00
Friends of Extension		150.00
Guest Meals		20.00
Program		100.00
Scholarships (2 @ \$400)		800.00
Postage & Labels		35.00
Travel (Plus \$1000 from administration)		
National Council		500.00
Southern Regional		500.00
National Policy		700.00
Board Meeting Travel		400.00
TOTAL PROJECTED EXPENSES		\$6955.00

Constitution and By-Laws

Responsibilities:

- Study the state and national by-laws to assure that state follows national guidelines and makes recommendations and also to suggest revisions to keep up with changing trends.
- Suggest revisions in the duties of the officers and committees to make consistent with the constitution.
- Provide written suggested changes to the membership at least thirty days before the election.

Report

In an effort to bring the Alpha Delta Chapter by-laws in line with requirements of National, the changes to the by-laws suggested below are being mailed to you (mailed June 6, 1996) for your consideration at the annual meeting.

The Change in Article IV will possibly encourage an increase in the number of life members. Charging only the amount that we must send on to National will mean members will be paying less than in the past. Additional changes are included in Article VIII (Committees) with the addition of the standing committee for retiree/life members and Article IX (Duties of Committees) Section 9. Retiree/Life Member.

ARTICLE IV. MEMBERSHIP

- B) Life members are those active members who, within twelve months after retirement from the Florida Cooperative Extension Service, pay five times the annual national and state dues.

The recommended wording change below deletes the words "and state" from the last line.

- B) Life members are those active members who, within twelve months after retirement from the Florida Cooperative Extension Service, pay five times the annual national dues.

ARTICLE VIII. COMMITTEES

Section 1. Standing Committees. The President will appoint members on the basis of interest and abilities to the following committees:

- a. Nominating
- b. Membership
- c. Legislative review and fringe benefits
- d. Constitution and by-laws
- e. Awards and recognition
- f. Audit
- g. Memorial
- h. retiree/life member

ARTICLE IX. DUTIES OF COMMITTEES

Section 9. Retiree/Life Member. The Retiree/Life Member Committee shall:

- a. assist in collecting information about activities of retirees.
- b. consider ways that individual retirees can become more involved in chapter activities.
- c. encourage consideration, planning, and implementation of special activities related to interests of retirees.
- d. assist with fellowship reception/luncheon for retirees and friends during the annual meeting.
- e. maintain communication with retirees through newsletters or other media.

Clayton E. Hutcheson, Chairman

Membership/Initiation

Responsibilities:

- ◆ Review constitution concerning eligibility for membership.
- ◆ Check with IFAS Personnel for a list of personnel eligible.
- ◆ Submit potential new and transfer members' name to Board of Director for approval.
- ◆ Send membership invitation to potential members.
- ◆ Send life membership invitation to retirees.
- ◆ Collect dues and send to Treasurer.
- ◆ Request and have on hand copies of the constitution, creed and ESP flier for each new member.
- ◆ Prepare for and arrange new member initiation.
- ◆ Work with Treasurer and ESP District Director to follow-up on membership non-renewals.

Accomplishments:

- ◆ Contacted IFAS Personnel for list of eligible personnel.
- ◆ Presented names of members to be initiated at the 1996 Annual Meeting and provided for the initiation ceremony.
- ◆ Initiated eligible persons to become members.
- ◆ Sent 1996 dues payment reminders.
- ◆ Sent 1997 notices to all members.

Committee Members:

Linda Landrum, Chair

Nominating Committee

Responsibilities:

The Nominating Committee shall select a slate of officers and directors and present them by mail to the membership at least thirty days prior to the election by mail.

Goal:

To seek qualified, interested members to serve in leadership positions in the chapter.

Accomplishments:

The Nominating Committee recommends the following chapter members to serve as officers of Alpha Delta Chapter during 1996-97:

President.....Marilyn Halusky
President Elect.....Lamar Christenberry
Secretary.....Albert Fuller
Treasurer.....Linda Landrum
Annalist.....John Rutledge
Chaplain.....John Brenneman
Immediate Past President.....Michael Demaree

Committee Members:

Damon Miller, Sr., Chairman
Alice Kersey
Lawrence Heitmeyer

Epsilon Sigma Phi FY 1996 Membership Status Report
Released 1/28/96 for Regional Workshops (Tentative Report)

Chapter	1996 Annual Dues Paid (N) (\$20 each) (a)	New Members in 1996 (N) (\$25 each) (b)	New Paid-Up Life in 1996 (N) (\$100 each) (c)	Paid-up Life (N) (FY95# + c - deaths = d) (d)	Total 1996 Chapter Membership (N) (a + b + d = e) (e)
ALABAMA (AL)	49	12	9	127	188
ALASKA (AK)				17	
ARKANSAS (AR)	1	0	0	105	106
ARIZONA (AZ)	30	2	1	47	79
CALIFORNIA (CA)					
COLORADO (CO)	87	9	2	72	168
CONNECTICUT (CT)				42	
DELAWARE (DE)				12	
FLORIDA (FL)	106	1	3	130	237
GEORGIA (GA)	167	19	1	118	304
GUAM (GU)	15	0	0	8	23
HAWAII (HI)				40	
IDAHO (ID)	38	1	0	30	69
ILLINOIS (IN)	83	12	2	137	232
INDIANA (IN)	146	4	2	127	277
IOWA (IA)	132	19	5	134	285
KANSAS (KS)	2			124	126
KENTUCKY (KY)	17	0	1	156	173
LOUISIANA (LA)	82	5	0	98	185
MAINE (ME)				17	
MARYLAND (MD)	74	15	3	65	154
MASS (MS)				7	

Chapter	1996 Annual Dues Paid (N) (\$20 each) (a)	New Members in 1996 (N) (\$25 each) (b)	New Paid-Up Life in 1996 (N) (\$100 each) (c)	Paid-up Life (N) (FY95# + c - deaths = d) (d)	Total 1996 Chapter Membership (N) (a + b + d = e) (e)
MICHIGAN (MI)	102	15	0	133	250
MINNESOTA (MN)	73	3	3	138	214
MISSISSIPPI (MS)	54	2	0	90	146
MISSOURI (MO)	81	11		133	225
MONTANA (MT)	30	4	1	49	83
NEBRASKA (NE)				36	
NEVADA (NV)	13	0	0	15	28
NEW HAMP- SHIRE (NH)				22	
NEW JERSEY (NJ)				95	
NEW MEXICO (NM)				56	
NEW YORK (NY)	84	8	1	103	195
NORTH CAROLINA (NC)	243	16	5	250	509
NORTH DAKOTA (ND)	28	8		61	97
OHIO (OH)				155	
OKLAHOMA (OK)	62	5	0	126	193
OREGON (OR)				66	
PENNSYLVANIA (PA)				122	
PUERTO RICO (PR)	42	0	2	114	156
RHODE ISLAND (RI)				17	
SOUTH CAROLINA (SC)	35?	13?	3	78	126
SOUTH DAKOTA (SD)				54	
TENNESSEE (TN)	1			101	102
TEXAS (TX)	222	6	?	257?	485
UTAH (UT)	40	1	0	39	80
VERMONT (VT)				11	

Chapter	1996 Annual Dues Paid (N) (\$20 each) (a)	New Members in 1996 (N) (\$25 each) (b)	New Paid-Up Life in 1996 (N) (\$100 each) (c)	Paid-up Life (N) (FY95# + c - deaths = d) (d)	Total 1996 Chapter Membership (N) (a + b + d = e) (e)
VIRGINIA (VA)	124	0	0	177	301
WASHINGTON (WA)				45	
WEST VIRGINIA (WV)	45			70	115
WISCONSIN (WI)	96	1	1	173	270
WYOMING (WY)				25	
ES/USDA				65	
Total 1996	2404	192	45	xxxxx	xxxxxxxxx
1995	4466	276	102	4473	9215

ALPHA DELTA CHAPTER
OF EPSILON SIGMA PHI

ANNUAL FINANCIAL STATEMENT
September 6, 1996

Balance carried forward as of 9/8/95 \$3300.31

INCOME

-95-96 Annual Dues	\$4690.00	
-96-97 Annual Dues	280.00	
-Initiation Fees	20.00	
-Life Members	700.00	
-High 5	235.00	
-Checking Account Interest	33.04	
-Refund for Workshops	700.00	
-Auction	964.75	
		\$7622.79

EXPENSES

-State Travel	\$ 50.00	
-Officer Travel (President & Vice President)	295.82	
-Checks Order	61.00	
-Bank Service Charges	120.00	
-FAEP Workshop	709.50	
-Memorial Service	24.60	
-National Member Dues	3065.00	
-Scholarships	800.00	
-Certificates	14.47	
-National Meeting Expenses	1278.62	
-Southern Regional Meeting	407.64	
-Issues & Public Policy	1041.00	
-President Workshop	466.00	
-Treasurers Expense	9.50	
		\$8343.15

Cash available in checking account \$2579.95

**Minutes
Business Meeting
Alpha Delta Chapter
Epsilon Sigma Phi
10:00 A.M., September 12, 1995
Boca Raton, Florida**

Call to order was made by President Alice Kersey.

Thought For The Day was given by Albert Fuller.

Michael Demaree reported that there were no guests in attendance.

Marjorie Moore presented the initiation of new member for Lamar Christenberry, Analyst. They were: Mark Kistler, Betty Miller, and Dr. Christine Stevens as a transfer member.

Three Life Members were recognized: Dr. Elaine Klatt, Evelyn Rooks-Wier, and Joy Satcher.

The minutes of the last annual meeting were read by Meredith Taylor, acting secretary. They were approved as read.

Linda Cook gave the treasurer's report. The financial statement handed to members showed total funds available - \$10,774.23 Income was \$6,371.55 and expenses were \$9,598.78. Current checking balance as of 9/8/96 is \$3,300.31. Certificates of Deposit totals are \$3,545.63 and \$3,928.29. The treasurer's report was filed for audit.

Michael Demaree reported on the National ESP meeting. Highlights were the importance of the goals of the national organization in support of local chapters and the address by the recipient of the National Ruby Award. He encouraged members to see him later for other details and to attend when they get the opportunity.

Alice Kersey reported on the Regional Meeting last February. Issues of concern were Federal Retirement, Federal Health Insurance, and Federal Budget. State level budgets were also discussed. We were reminded of her E-Mail message regarding federal issues and of the continuing difficulties in funding. Basic impacts of possible changes were discussed. David Hermelbracht was introduced and he offered his expertise at both his workshop and between sessions.

There were no district director reports.

President Kersey appointed B.J. Allen chair of the retirees committee. He reported on the function of the group as a committee in the past. The subcommittee, Epsilon Sigma Phi Retirees' Fund Raising Committee has been formed with funds deposited in the 4-H Foundation which has a line item whereby funds can draw interest, with bookkeeping in place. He distributed a report which showed

total contributions to date of \$28,323.75. Projects determined by the committee were to construct maintenance facilities at each 4-H facility in the state. The amount for each camp was explained.

Other Committee reports were given as follows:

Audit: Denise Coleman met with both the outgoing and incoming treasurers, and books were found to be in order. John Brenneman will chair the committee as of this meeting and will audit at the close of the meeting.

Budget: Linda Cook sent invoices and will take dues today. Budget was submitted and accepted.

Constitution and By-laws: Damon Miller moved to accept the report as printed in the annual report. The motion carried.

Fringe Benefits: Wayne Odegaard was not present.

Membership: Marjorie Moore gave the report for Lamar Christenberry who had received three responses from letters mailed to prospective members.

Memorial: Albert Fuller reported that the service was held last evening and the report is in the annual report.

Awards and Recognition: Betty Vernon report is in the annual report. She encouraged us to nominate our peers next year.

Professional Improvement/Scholarship: Barbara Gregg report is in the annual report. She thanked committee members and noted that scholarships are up from \$200 to \$400. This is the first year that no abstract session was sponsored by Epsilon Sigma Phi. She noted recommendations from the committee as follows: 1. Send notices to all agents, not just CED's. 2. All section to ask whether other assistance is coming from county or state monies. She urged all to remember that these awards are available next summer. Recipients for this year are: Patricia Grace and Linda Landrum.

Program of Work: Mike Demaree report is on page 20 of the annual report. He corrected the date of the Galaxy Conference to 1997 and restated the purposes of the conference.

Public and Member Relations: Mike McKinney chaired this committee established by Alice Kersey and recommended it be a standing committee. The report is on page 22 of the annual report. He deferred to president Kersey who discussed the workshop.

Annual Report: Duska Dorschel had no recommendations.

Nominating: Lawrence Heitmeyer presented the following slate of officers: President: Mike Demaree; President Elect: Marilyn Halusky; Secretary: Lamar Christenberry; Treasurer: Albert Fuller; Analyst: Linda Landrum; Chaplain: Elizabeth Bolton;

Immediate Past President: Alice Kersey; Directors: Terms to Expire in 1997: District II - Larry Halsey; District IV - Mike McKinney; State Faculty - Joy Cantrell. Terms to expire in 1996: District I - Henry Grant; District III - Doris Taylor; District V - Ken Schuler Life Members - Ruth Milton. A motion was made and seconded to accept the nominating committee report. The motion carried. A motion was made and seconded to elect the slate by unanimous vote. The motion carried, and the slate was elected.

There was no unfinished business.

New Business included:

Mike Demaree stated that it is the collective responsibility of ESP to host the next annual meeting. The council of Presidents has met and determined the meeting may be in the Destin area; packages from various facilities are being reviewed.

We were made aware of paragraph 2 on page 2 of the annual report regarding the proposed meeting of IFASwide faculty tentatively set for October 1996. Dr. Davidson may speak to FAEP in September, 1996.

Damon Miller questioned having two large meetings in successive months. Discussion followed on points of consideration made at the planning sessions of these meetings.

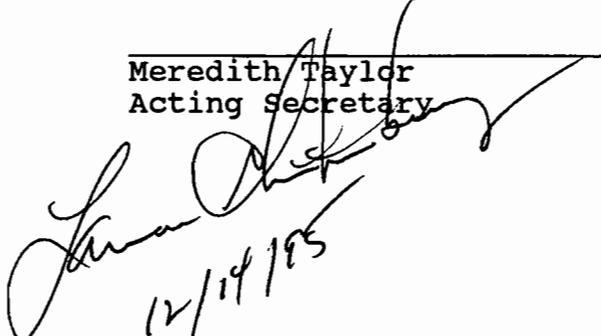
It was recommended that Mike Demaree take a membership poll of whether to meet in Gainesville every other year in conjunction with the IFASwide meeting.

He asked for a show of hands of those who would attend the Destin September 1996 meeting. He further stated that sponsorship of a function within FAEP annual meeting was being sought in order to keep costs down.

The various chairs now have notebooks. Notes should be added and the notebooks passed to whomever Mike Demaree appoints as successive chairs.

There being no further business, the motion to adjourn was seconded and the motion passed. The meeting was adjourned by Alice Kersey, president.

Meredith Taylor
Acting Secretary



12/14/95

**MEETING OF EPSILON SIGMA PHI - ALPHA DELTA CHAPTER
DECEMBER 14, 1995 - 9:00 A.M.**

Officers and Directors Present: Elizabeth Bolton, Joy Cantrell, Lamar Christenberry, Michael Demaree, Albert Fuller, Marilyn Halusky, and Linda Landrum.

Committee Chairs Present: Ruth Allen (Life Member), Russ Giesy (Scholarships)

Others Present: B.J. Allen

President Michael Demaree called the meeting to order at 9:10 a.m. The minutes of the annual meeting were approved as read by secretary, Lamar Christenberry.

Elizabeth Bolton presented the inspirational thought.

President Demaree distributed to all present a list of the officers and committee chairs and announced the dates of the next ESP Board Meeting (May 29-30, 1996) and the annual meeting (September 9-12, 1996).

Treasurer Albert Fuller gave the Treasurer's Report (copy attached). A motion was made by Lamar Christenberry, seconded by Marilyn Halusky, to accept the Treasurer's Report. The motion passed.

Mr. Fuller distributed a proposed budget for the upcoming year (copy attached). A motion was made by Lamar Christenberry, seconded by Albert Fuller, to include in the 1995-96 budget provision for reimbursement of expenses, not to exceed \$50.00, incurred during travel to winter and spring board meetings for those officers and directors who travel in excess of 300^{miles} round trip. This practice is to be effective for two years and then evaluated. The procedure would be effective in cases where travel is not otherwise reimbursed. The vote was 5 in favor, with the chair voting no.

The motion made by Elizabeth Bolton to accept the budget as amended was seconded by Lamar Christenberry. Motion passed unanimously.

President Demaree directed the Secretary to make a list of the officers and directors who qualified for travel based upon state milage maps and forward a letter to all officers and directors transmitting such information.

President Demaree recognized the efforts of Director Mike McKinney on the ESP newsletter which he had developed for his district.

(Continued on next page)

Vice-chairman Marilyn Halusky gave a report on the national meeting in Spokane, Washington. The meeting had excellent programs on the theme of marketing of Extension.

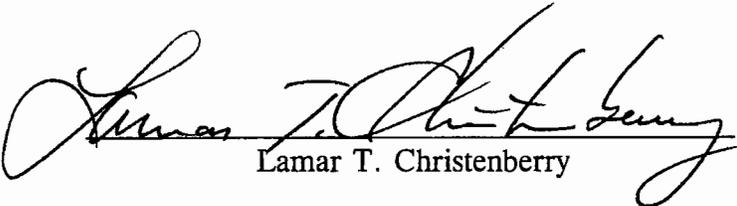
Discussion ensued regarding nomination of Dean Woeste for the Ruby Award. The Board's decision was unanimous and encourages the awards committee to submit his application this year.

B. J. Allen was asked to report on Life Members. Discussion was held regarding when life membership could be paid and membership lapses. No clear resolution was found. Mr. Allen stated that for the last two years there was some question concerning the retirees' committee and its roll with ESP. ESP needs to do a better job on life membership recruitment. Also do retirees have direct connection with ESP if they do not pay life membership? National is to be consulted.

Albert Fuller moved that the meeting be adjourned. Ruth Milton seconded the motion. The meeting was adjourned.

5/30/96

Date



Lamar T. Christenberry

MILEAGE TO GAINESVILLE FOR OFFICERS AND DIRECTORS

NAME	TOWN	DISTANCE (one way)
1. Mike Demaree	Dade City	136 miles
2. Marilyn Halusky	Jacksonville	69 miles
* 3. Lamar Christenberry	Pensacola	332 miles
4. Albert Fuller	Bronson	24 miles
5. Linda Landrum	Deland	98 miles
6. Elizabeth Bolton	Gainesville	0
7. Alice Kersey	Bartow	134 miles
8. Larry Halsey	Monticello	124 miles
9. Mike McKinney	Seffner	135 miles
10. Joy Cantrell	Gainesville	0
* 11. Henry Grant	Quincy	167 miles
12. Doris Taylor	Tavares	79 miles
* 13. Ken Shuler	West Palm Beach	269 miles
14. Mike McKinney	Tampa	170 miles

* Indicates eligibility for up to \$50.00 travel reimbursement if not otherwise reimbursed.



ALPHA DELTA CHAPTER OF EPSILON SIGMA PHI

Financial Statement December 13, 1995 - May 30, 1996

Balance carried forward as of 12/13/95

~~XXXXXXXXXX~~

Income

1995-96 Annual Dues (21 @ 35.00)	735.00	
High Five Donation (4 @ 5.00)	20.00	
Checking Account Interest	14.27	
National ESP Reimbursement for National Meetings:		
Marilyn Halusky	200.00	
Mike Demaree	300.00	
National ESP Reimbursement for Regional Workshop	<u>200.00</u>	
Total Income		1,469.27

Expenses

Airline Fare to National Meeting(Marilyn Halusky)	462.00	
Postmaster	9.50	
National Meeting Hotel:		
Marilyn Halusky	184.22	
Mike Demaree	290.40	
Southern Region Officers Workshop(Mike Demaree):		
Registration	135.00	
Lodging Shuttle and a meal	272.64	
ESP Public Issues Seminar:		
Mike Demaree	723.00	
Marilyn Halusky	613.00	
National Dues (21 @ 20.00)	420.00	
Service Charges (2 @ 15.00)	<u>30.00</u>	
Total Expenses		<u>(3,139.76)</u>

Cash Available in Checking

~~XXXXXXXXXX~~

2602.56

Certificate of Deposit Balance as of 05/06/96

\$ 3,669.04

ESP Minutes, May 30, 1996

Officers and Directors Present: Elizabeth Bolton, Lamar Christenberry, Michael Demaree, Albert Fuller, Linda Landrum, and Mike McKinney.

Committee Chairs: Ruth Milton (Life Member)

President Mike Demaree called the meeting to order at 9:18 am. A devotion was given by Elizabeth Bolton.

The minutes of the winter board meeting were read. They were approved on a motion by Albert Fuller, seconded by Elizabeth Bolton.

Treasurer, Albert Fuller submitted a partial treasurer's report without a balance carried forward (copy attached). Cash available in checking was \$2,602.56. A certificate of deposit balance was \$3,669.04.

President Mike Demaree asked Mike McKinney to develop a summer newsletter to the membership. He passed around materials on the Marketing of Extension which he had received at the national meeting.

The Directors and Officers voted on the ESP Distinguished Service Ruby Award, Southern Region D.S.A., Mid Career Service Award and Southern Region Team Award.

Awards procedure was discussed. A need was identified by the board for the application forms to be sent back to the nominee for revision before its submittal to regional competition.

The president discussed the FAEP Council of Presidents meeting held the day before and plans for the state meeting to be held in Panama City in September.

A report was then given on the winter ESP National Meeting.

Ruth Milton gave a report for the Life Members and Retirees Committee on the membership costs. Mike McKinney made a motion that the constitution and bylaws committee propose a change to the membership that would let retired members pay 5 times the national dues to become Life Members, instead of 5 times the regular dues (state plus national). A second was made by Albert Fuller, motion passed unanimously.

Motion was made by Mike McKinney to charge \$100.00 this year for retirees to become life members as had been done in the past few years. The motion was seconded by Albert Fuller. The vote was six in favor, with the secretary voting no.

Linda Landrum pointed out the discrepancy existing between who was in charge of communications with retirees that existed between the constitution/by-laws and the ESP handbook. This was also referred to the Constitution and By-Laws committee.

The Galaxy Conference to be held in October of 1997 was discussed by the President with the board members.

There being no further business the meeting was adjourned.

Date

Lamar T. Christenberry

**Annual Report of Epsilon Sigma Phi
Alpha Delta Chapter / University of Florida**

**Presented at the Southern Region Officer's Workshop
Raleigh, North Carolina
February 3-6, 1996**

Our annual Florida Association of Extension Professionals met in Boca Raton, Florida on September 11-14, 1995. This was a wonderful opportunity for all agent associations to "rub shoulders" and renew acquaintances. It was a good time to relax in "balmy" South Florida and at the same time take in some top quality professional development programs.

Epsilon Sigma Phi sponsored a four-hour workshop entitled, Assessing Your Workplace Skills. It was delivered by consultant Mary Jane Ward and was an active interchange for professionals who might be considering career changes or perhaps post-retirement possibilities. This program was in-depth and well received. Participants were better equipped to market their workplace skills and experience gained in their present employ. All age groups were represented which indicates that it is not too early to start looking ahead in these "changing times". As Peter Drucker once stated, *"The only way you can predict the future is to create it yourself."*

Other workshops centered around Volunteer Program Management, Federal Retirement, State & Optional Retirement, Leadership In The 21st Century, Working Effectively With State Legislators, Excellent Marketing - More Than Meets The Eye and a special program for early career agents entitled, "If It Isn't In The Achievement Report, You Haven't Done It" or "The Extension Scoop On Publish Or Perish". In addition, twenty-five professional papers were presented by association members and a book of abstracts was made available to everyone who attended. Our keynote speaker was Dr. Lowell Catlett who presented an animated and provocative look at "Future Worlds, Future Minds". Awards and recognition were a highlight of the weeks activities. Seeing fellow agents aspire as "winners" was inspirational to everyone. A successful auction was fun and brought funds back to each association to use as scholarships for further professional development.

Officers elected for 1995-96 were as follows:

President	Michael Demaree	Pasco County
President-Elect	Marilyn Halusky	Duval County
Secretary	Lamar Christenberry	Escambia County
Treasurer	Albert Fuller	Levy County
Analyst	Linda Landrum	Volusia County
Chaplain	Elizabeth Bolton	UF State Faculty
Immediate Past President	Alice Kersey	Polk County

Our winter and spring board meetings were held on the University of Florida campus. A new procedure was implemented as each officer and director received a "rotating" notebook of

expectations, procedures, etc. This notebook could then be cycled on to the next person elected to that position. It would contain all the notes and recommendations from the previous office holder. This would provide continuity as officers and directors change. Where possible, all were encouraged to pass on a diskette with the appropriate WordPerfect files since that is our UF standard word processing system.

Much time was spent in planning for our upcoming annual conference. Reports were given on the Southern Region Officers Workshop in New Orleans and other members were encouraged to attend where possible. A delegation was present at the Public Issues / Leadership Development workshop held in Washington, D.C. This is an important opportunity to describe the impact of what we do collectively and nationally to decision makers. Marketing our programs and displaying our accountability is becoming increasingly important as we all know. We encourage as many as possible to participate. Time was allocated to promote the 1997 Galaxy conference. This will be a unique opportunity to collaborate with colleagues from across the country and again, everyone is encouraged to attend.

Our financial status is healthy with operating funds to cover annual budget goals as well as surplus funds for contingencies. Records indicate 274 members in Alpha Delta Chapter; 147 active and 127 life members. During 1995 we received 1 new life and 7 new active members.

An important component to our organization is the *retiree group*. Tremendous experience and enthusiasm abides among their ranks and we prosper when they are active. They have accomplished a great deal in support of our state-wide 4-H program via fund raisers. To date, over \$30,000 has been dispersed among four 4-H camps for capital improvement projects. Hats off to this vital part of our "family". We deeply appreciate our retired colleagues and continue to actively involve them in our association meetings.

Attention is being given to increasing paid membership. Area ESP Directors and officers are working hard to express to others the widespread benefits of our fraternity. Awards and recognition provide a launching point for awareness. Sharing the ESP National Annual Report locally has been instrumental in helping everyone share in collective goals.

We want to extend a warm welcome to our recent ESP transfer from Michigan State University, *Dr. Christine T. Stephens*. Dr. Stephens is the newly appointed Dean for Extension and Director of the Florida Cooperative Extension Service, Institute of Food and Agricultural Sciences, University of Florida. She brings with her a wealth of expertise, experience and enthusiasm and we anticipate working closely with her to promote ESP professional development opportunities.

Best wishes from "Sunny Florida"...



Michael Demaree
President

EPSILON SIGMA PHI

MISSION, VISION, GOALS, AND OBJECTIVES

Mission Statement: Epsilon Sigma Phi (ESP) is dedicated to fostering standards of excellence in the Extension System and developing the Extension profession and professional.

Vision Statement: Epsilon Sigma Phi leads the Extension System in promoting and supporting professionalism in Extension.

Goals for Epsilon Sigma Phi:

1. Epsilon Sigma Phi Will Enthusiastically Support The Viability Of The Extension System As It Faces The Future.

1996 Objectives

- The President Elect/First Vice President for Chapter Relations will actively promote the Public Issues/Leadership Development Seminar sponsored by JCEP and encourage all chapters to participate.
- The President will prepare two direct communications on Epsilon Sigma Phi goals and activities to state and federal administrators.
- The Past President will include information on CRSEES-USDA, i.e., funding, initiatives, etc. in each issue of the Epsilon Sigma Phi Newsletter.
- The combined session at the Regional Officer Workshops will promote the issue of balancing work, family and personal time.

2. Epsilon Sigma Phi Will Be Involved In The Development/Fulfillment Of A Coalition With Extension And Related Organizations:

1996 Objectives

- Chapters will be encouraged to have representation at the Public Issues/Leadership Development Seminar sponsored by JCEP.
- Planning and participation in the 1997 Galaxy Summit Conference will continue and the Epsilon Sigma Phi representatives on the conference planning committee will prepare at least one article for the Epsilon Sigma Phi Newsletter.
- The President-Elect/First Vice President for Chapter Relations will actively partner with the three agent associations in the conduct of regional workshops and other programs to foster a sense of community within the Extension System.

3. Epsilon Sigma Phi Will Provide Resources And Programs Which Will Support And Enhance Professional Competence:

1996 Objectives

- A review process for grants, loans, scholarships and awards will be established and conducted each year.
- Articles will be published in the Epsilon Sigma Phi Newsletter on mini-grants, loans and scholarships.
- The number of professionalism mini-grants offered will be increased from 4 to 6 dependent on funding availability and quality of applicants.
- The number of professional scholarships offered will be increased from 4 to 6 dependent on funding availability and quality of applicants.
- The number of scholarships to attend the Public Issues/Leadership Development Seminar will be increased dependent on funding availability and quality of applicants.
- The number of loan applications accepted will be increased from 3 to 6 dependent on funding availability and quality of applicants.
- National committee members will be encouraged to participate in the National Meeting and to conduct committee business.
- Each state will have a national committee contact.
- A supplement will be prepared for the Epsilon Sigma Phi newsletter to enable members to apply for mini-grants and scholarships, including Public Issues and Early Career Scholarships and loans.

4. Epsilon Sigma Phi Will Focus On Strengthening Chapters And Membership:

1996 Objectives

- The President-Elect/Chapter Relations Coordinator will assist chapters having special problems and/or needs.
- The Membership Recruitment and Retention Committee will give renewed emphasis to recruiting and retaining members and retirees will be encouraged to become life members.
- Retirees/life members will be encouraged to become involved in chapter activities.
- The Vice President representing the Northeast Region will explore the regional chapter concept where chapters are inactive.
- The Futures Plan will be implemented as approved by the membership.
- One member-at-large will be recruited in each inactive chapter.
- Membership committee chairs in each chapter will be encouraged to make full use of the Membership Handbook that is part of the Epsilon Sigma Phi Chapter Handbook.
- The State Treasurer's process to prepare reports, submit dues and record membership status will be streamlined.
- The chapter handbook will be reviewed at regional workshops and updated as appropriate.

- All chapters will have representatives at the National Meeting and at regional workshops.
- The President-Elect/First Vice President for Chapter Relations will encourage all chapters to conduct a self-evaluation.
- Highlights of activities and programs, including chapter success stories, will be included in each issue of the Epsilon Sigma Phi Newsletter.

5. Epsilon Sigma Phi Will Generate Financial Resources To Support Professionalism:

1996 Objectives

- Efforts will be launched to raise \$10,000 for the Epsilon Sigma Phi Foundation.
- Individuals and organizations will be identified for possible financial contributions.
- The investment plan will be reviewed annually.