

Epsilon Sigma Phi



Annual Report

2000 - 2001

**Alpha Delta Chapter
University of Florida
Gainesville, Florida**



Epsilon Sigma Phi

The National Honorary Extension Fraternity
Alpha Delta Chapter

Annual Membership Meeting
September 12, 2001, 10:00 a.m.
Salons B & C, Palm Beach Gardens Marriot Hotel
Palm Beach Gardens, FL

Call to Order	John Brenneman
Thought for the Day.....	Bill Hill, Chaplain
Recognition of Guests and Retirees	
Initiation of New Members and Transfers.....	Katherine Allen-Hurt/John Brenneman
Minutes of Previous Annual Meeting.....	Elaine Shook
Treasurer's Report.....	Mary Beth Salisbury
Reports of Meetings Attended	
Council of Presidents.....	John Brenneman/Celia Hill
National ESP Meeting.....	John Brenneman
Southern Region Officers Workshop.....	Celia Hill
Public Issues Leadership Development.....	Mike McKinney
President's Report.....	John Brenneman
Report from National Epsilon Sigma Phi.....	Linda Cook

(Continued next page)

District Reports

District I.....	Betty Miller
District II.....	Clay Olson
District III.....	Kathy Bryant
District IV.....	Brenda Rogers
District V.....	Stephen Brown
State Faculty.....	William Fleming
Life Members.....	Bill Summerhill

Committee Reports

Retirees.....	Bill Summerhill/Nadine Hackler
Member Services.....	Diane Franzen/Linda Bowman
Membership Recruitment & Retention	Katherine Allen-Hurt
Public Issues.....	Mike McKinney
Professional Development/FAEP Issues.....	Albert Fuller
Audit.....	Ed Jennings
Memorial.....	Bill Hill
Nominating.....	John Rutledge

New Business

Election of Officers and Directors

Committee Appointments for 2001-2002.....Celia Hill

Other?

**OFFICERS AND COMMITTEES
2000-2001**

OFFICERS

President	John Brenneman
President-Elect	Celia Hill
Secretary	Elaine Shook
Treasurer	Mary Beth Salisbury
Analyst Katherine	Allen-Hurt
Chaplain	Bill Hill

District Directors

District I	Betty Miller
District II	Clay Olson
District III	Kathy Bryant
District IV	Brenda Rogers
District V	Stephen Brown
State Faculty	William Fleming
Life Members	Bill Summerhill

Committee Chairs

Budget and Finance	Mary Beth Salisbury
Retirees	Bill Summerhill/Nadine Hackler
Member Services	Diane Franzen/Linda Bowman
Membership Recruitment & Retention	Katherine Allen-Hurt
Public Issues	Mike McKinney
Professional Development	Albert Fuller
Constitution and Bylaws	Dan Culbert
Memorial	Bill Hill
Annual Report	Jim Stricker
Audit	Ed Jennings
Abstracts	Wayne Odegaard
Nominating	John Rutledge

**Alpha Delta Chapter of Epsilon Sigma Phi
Annual Membership Meeting Minutes
September 12, 2000
Stuart, Florida**

The regular Annual Membership Meeting of the Alpha Delta Chapter of Epsilon Sigma Phi was called to order by President John Rutledge at 10:05 a.m., Tuesday, September 12, 2000 at the Hutchinson Island Marriott Beach Resort and Marina, in Stuart, Florida.

Interim Chaplain Judy Butterfield presented "As We Travel the Road of Life" as thought for refection.

Guests and retirees were recognized and introduced. Nine retirees were present.

Mary Beth Salisbury and John Rutledge lead the initiation ceremony for new members. New initiates: Larry Williams (Okaloosa Co.), and Paula Davis (Dade Co.). Transfer initiate: Pete Vergot, DED I.

Minutes from the 1999 Annual Membership Meeting were distributed. John Rutledge made a motion to dispense reading of the minutes, with a second by Brenda Rogers. Minutes were approved unanimously.

The Treasurer's Report (attached) was presented by Elaine Shook. For the period September 1, 1999 - August 31, 2000 total income was \$7,988.26, total expenses were \$9155.70 for a total net income of \$ -1167.44. Cash in checking as of 8/31/00 was \$4072.85*, cash in savings as of 8/31/00 was \$2074.57 and certificate of deposit is valued at \$7005.90 for total assets of \$13,153.32 on 8/31/00. Elaine explained the difference in funds between the 98-99 fiscal year and the current year. Each year the professional meetings attended by the president and president elect are held in different regions and the cost of travel and hotel rooms varies. *There was also a discrepancy in the bank statement and our records of \$21.57. This was from check #0757 not being cashed. The interest earned and this check (\$21.18) totaled \$21.57. John Rutledge made a motion to accept the financial report, with a second by Katherine Hurt. Treasurer's report was approved as presented.

Reports:

Council of Presidents: John reported that this group worked cooperatively to lay out a case for salary compression and have some impact in this area. This group also focused on preparing for the annual meeting.

National ESP Meeting: John Brenneman reported on the 1999 meeting held in Indianapolis, Indiana. Florida has two voting delegates and historically the president and president elect attend at the expense of the board. This meeting is open to all ESP members. The program focus is professional development and retirement. Traditionally this is a small meeting with 300 or less attending. Business issues from the meeting include a dues increase from \$20 to \$30 at the national level, and a search for a new Executive Director. The search was successful as our own Linda Cook has accepted the position and will begin her term at this years meeting in Salt Lake City.

Southern Region Leadership Meeting: John Rutledge and John Brenneman attended the meeting in Baton Rouge, Louisiana. This meeting is attended by all the Extension professional associations. Many of the meeting are joint among organizations, yet other are separate. John Brenneman reported it was an excellent opportunity to learn a lot about our organization.

National Public Issues Leadership Development Conference: Sponsored by JCEP and held in Washington D.C., this experience helps prepare Extension professionals to “tell the story” of our profession to decision makers. This training is helpful when interacting with our county commissioners, legislators, funders, etc. Participants meet with personal representatives and staff of Congressmen and Senators. This is an expensive conference due to its location, but a very valuable experience.

District Reports:

District I: Henry Grant reported on agent activity within district, with additions to the written report. See attached.

District II: Clay Olson. No report.

District III: Kathryn Hurt reported on agent activity within district. See attached.

District IV: Brenda Rogers reported on agent activity within district. See attached.

District V: Tom Shueneman reported on agent activity within district, with additions to the written report. See attached

State Faculty: No report.

Life Members: No report.

All reports were approved unanimously.

Committee Reports:

Membership Recruitment and Retention: Mary Beth Salisbury reported the addition of three new members to our organization: Larry Williams, Paula Davis, and Pete Vergot.

Member Services: Diane Franzen reported on awards given at the Monday evening meeting. Katherine Hurt and Wayne Odegaard were scholarship winners

this year. Katherine will use her funds to attend the Housing Educators conference and Wayne will attend a cheese making course. Diane reported that there are many scholarships and grants available to our membership. She will work on making our membership aware of these awards during the 2000-01 year. Diane has worked hard on this committee and had several recommendations for the organization. 1) Add a co-chair for this position as it has many aspects that could be better handled by two, and that person would then be familiar with the job when they become chair. 2) Establish a database for ESP and share with the membership. 3) Change our due dates for awards to coincide with National. 4) Have someone in the organization review our standing rules and committees. Albert Fuller made the motion to change our awards deadline to coincide with National deadlines. Dan Culbert seconded the motion. Diane will contact our award winners that will be affected by the change.

Retirees: B.J. Allen stated that there were more retirees attending the luncheon than were present at the meeting, so he would wait and introduce them at that time.

Nominating Committee: Albert Fuller presented slate of officers including:

President	John Brenneman
President Elect	Celia Hill
Secretary	Elaine Shook
Treasurer	Mary Beth Salisbury
Analyst	Katherine Hurt
Chaplin	Bill Hill
Immediate Past President	John Rutledge

Directors as nominated by Districts are:

District I Director	Dr. Betty Miller, Leon
District III Director	Kathy Bryant, Orange
District V Director	Stephen Brown, Lee

The slate of officers was approved unanimously.

Audit Committee: Ann Parramore and Dale Bennett met to audit books and found all to be precise.

Memorial: Judy Butterfield spoke of the ceremony held on the prior evening.

Policy and Procedures: Larry Halsey is the representative from ESP that serves on the Dean's committee. This committee takes issues from our organization to the Dean and in turn she seeks input from them.

New Business: John Brenneman, incoming president encouraged the membership to sign up for committees for 2000-2001.

John brought the boards recommendation to the membership to raise our dues to \$50.00 to be in line with national and to raise funds within our budget. Albert Fuller seconded the motion. The motion passed unanimously.

Linda Cook was introduced as our new national executive director for ESP and given an opportunity to speak. She was encouraged by Nadine Hackler and John Rutledge to apply for the job and is excited about the opportunity. Her job responsibilities will begin at the national meeting in Salt Lake. The office and website will be moved to Gainesville. She ask that members e-mail her and let her know how national could be more helpful to it's membership. Linda echoed Diane Franzen's statement about the number of scholarships and loans that are available and aren't applied for. She challenged the membership to check out the website, and look for opportunities to present at meetings. Upcoming national meetings include:

2000 Salt Lake City

2001 Albany, NY

2002 Kentucky

2003 Galaxy Conference, Salt Lake City

John Brenneman addressed the resolution FACAA submitted to ESP for our support. John reported that the board didn't feel comfortable acting on the resolution as it was stated. The board would want to readdress the resolution and be active in choosing it's content.

William Fleming made a motion that our ESP annual membership meeting be held later in the week, closer to the Administrative conference so that our state faculty could participate. A second to the motion was made by Tom Schueneman. A discussion followed with a member stating that the retirees luncheon is held on the same day as this meeting and that would conflict with their attending. A vote was held and 30 voted for the change, 15 were against the change and many abstained. This will be taken to the Council of Presidents for consideration.

With no futher business, Albert Fuller moved that the 2000 ESP annual membership meeting be adjourned.

Respectfully submitted,

Celia B. Hill

Secretary

2000-2001
Alpha Delta Chapter
Epsilon Sigma Phi
Financial Report
 August 31, 2001

Income

Dues		
142 active		7,100.00
* 4 life		450.00
Initiates (6 @ \$5.00)		30.00
High Five (32@ \$5.00, \$50.00)		210.00
FAEP Auction		1,740.00
Reimbursements		
National		700.00
Officer		371.29
Donation		50.00
Interest		<u>16.45</u>
TOTALS		\$10,667.74

Expenses

Dues Active	4,260.00
Life	430.00
Initiates	30.00
State Meeting	
Awards (Postage)	84.15
Initiation	167.35
Awards (DSA 2000)	100.00
Scholarship	800.00
National Conference (2000)	1,308.00
2001(to date)	983.42
PILD (Public Issues and Leadership Dev.)	1,441.90
JCEP (Joint Council of Ext. Professionals)	819.13
Service Charges	16.91
Carlson's Gift	<u>35.00</u>
TOTALS	10,475.86

First Union Bank	Savings Balance	9/00	\$2,074.57	8/01	\$2,097.08
	Certificate of Deposit	9/00	\$7,005.90	8/01	\$7,427.43
	Checking Account	9/00	\$4,095.58	8/01	\$4,019.36
	Total Assets:				\$13,543.87

* Life members: Suzanne Fisher
 John Rutledge
 Betty Vernon
 Ann Parramore

Note: 2002 Dues deposited have not been included in this report.

“Creating a Vision for the 21st Century”

Southern Region Leadership Workshop
Athens, Georgia
February 22-24, 2001

Our Thursday evening program was presented by Dr. Karen Holbrook, Senior Vice President for Academic Affairs and Provost, University of Georgia. She spoke to the group about being an “engaged institution” and working across department lines for the good of the system.

Friday morning proved to be interesting as we participated in a strategic planning exercise. We worked in groups to answer the question “What factors will impact our delivery of extension programs in the next five years?” Our computers were linked to the overhead and as we entered our answers they appeared before the group. We then put similar answers/ideas into “buckets” for storage.

The meeting concluded with Association meetings on Friday afternoon and Saturday morning...only after the electricity went off at the Georgia Center and we had a nice candlelight breakfast.

Things to do as a result of this meeting:

*Enhance working relationships and communications with 1890 Institutions and 1994 Tribal Colleges. Select liaisons from each type of institution.

*Recommend Life Members to work on Task Force for 75th anniversary celebration at Galaxy Conference in Salt Lake City. Send nomination to Faye Strickler.

Submitted by: Celia Hill, President-Elect

Words from the Worthy Chief

Thanks for the privilege of serving the Alpha Delta Chapter of Epsilon Sigma Phi as President this year. The experience of serving in this capacity along with the opportunity to serve in the other offices leading to this position was a highlight of my Extension career. The other officers, directors, committee chairs, and, of course, all the members have truly broadened my respect for all Extension professionals.

The complexity of the fiscal and political climate in which we work warrants more participation on all our parts and serving in this leadership capacity has added immensely to my understanding and appreciation for Extension.

I would encourage all Extension professionals to become active in this or other professional associations. That involvement will strengthen the fraternity while also encouraging personal and professional growth and development. That is what Epsilon Sigma Phi is all about.

I was proud to represent the Alpha Delta Chapter at regional and national meetings over the last two years and assure you that the experience was very rewarding. The Florida Chapter is well respected nationally due to those who preceded me in this office. The National Office moving to Florida and our own Linda Cook serving as National Executive Director have, of course, enhanced that respect. The membership should also know Nadine Hackler has also been invited to serve on the 75th Anniversary Task Force for Epsilon Sigma Phi.

We would like to report more membership among both active and retired Extension professionals. In order to strengthen our numbers we will need to find viable ways to demonstrate the value of the organization. This is no easy task given the many demands made on Extension professionals for time, talent and limited financial resources.

Opportunities for Extension professionals to make major advancements in salary and other forms of recognition will only come as we demonstrate our ability to make and document differences in the lives and livelihoods of the people we serve. Confidently telling our story (personally and through the testimonies of affected citizens) to decision makers at all levels has always be an effective means of gaining support for the Extension organization and the professionals serving through it. Epsilon Sigma Phi provides the opportunity to develop and exercise the ability to communicate that message.

In closing, I want to express my gratitude to the other officers, directors, and committee chairs who have joined me in serving the members of the Alpha Delta Chapter of Epsilon Sigma Phi. I'm confident that the incoming leadership team lead by Celia Hill will continue to build on the great traditions of our National Honorary Extension Fraternity.

Thanks again,

John Brenneman

ESP District IV Report

Brenda Rogers, September 2001

DESOTO COUNTY

Deborah S. Rachles, EA III- FCS hired 1/5/01.

HARDEE COUNTY

HIGHLANDS COUNTY

Audrey Driggers, has recently married.

Christine Gilbert, FCS Agent left 5/11/01.

Gary Mikulecky, hired as Co. Ext. Director & EA III- Livestock on 6/1/01.

HILLSBOROUGH COUNTY

Chris DeCubellis, Csty - 4-H resigned 7/27/01.

Roger Jacobs, EA III, Poultry, ~~retired~~.

Mary Keith, EAII, FCS, was hired 6/1/01.

Roger Newton, EA I- FCS- retired 6/30/01.

Eric Waldo, EA I, Vegetables, M/C resigned 11/24/00.

Helen Webb, EA IV, FCS, P.L. ~~resigned~~ 12/31/00.

INDIAN RIVER COUNTY

Liberta Scotto was hired as EA II, Water Quality on 4/20/01.

MANATEE COUNTY

Jean Meadows, FCS Agent came to Manatee on 11/10/00.

OKEECHOBEE COUNTY

Pat Miller, CED, EA IV, was hired 10/13/00.

PASCO COUNTY

PINELLAS COUNTY

Pam Brown was hired as EA II, Enviro Hort on 11/3/00.

Jennifer Kendrick was hired as A&P, CRD Academic Sup SVC, on 5/18/01.

POLK COUNTY

Brenda Heberling Livestock/4-H Agent, resigned 8/13/01.

SARASOTA COUNTY

Christy Biggy was hired as EA I, Agriculture Mgt. 4/13/01.

Carolyn Gregov, EA II, FCS, hired 3/2/01.

ST. LUCIE COUNTY

Epsilon Sigma Phi

District V Report
September 2001

An e-mail was sent to all District V faculty to encourage those with five or more years of service to join ESP. The e-mail included some of the benefits of joining ESP. The message is as follows.

Hello Everyone:

For agents with five years of more of service, this is a reminder to renew your membership to Epsilon Sigma Phi (ESP). If you are not an ESP member and wish to join, you must have at least five years of Extension employment. I have attached an application invoice for your convenience.

It is important that dues are paid in a timely fashion in order for members and this chapter to qualify for awards and scholarship submission to national. The number paid affects the number of voting delegates we can send to national meetings and the numbers of awards we are allowed each year.

Stephen Brown

An attachment of the 2002 application invoice was attached.

Submitted by Stephen Brown, District V Representative

Epsilon Sigma Phi

State Faculty District Report
September 2001

According to the membership rolls, there are twenty-two (22) state faculty who have maintained their membership in Epsilon Sigma Phi for this year. In effort to increase the representation of state faculty in the Alpha Delta Chapter, several measures were taken this year:

- The membership database has been revised to allow an easier identification of state level members for future reports. Heretofore, the state level members were not separated out in the database. This made it difficult to track and follow up with members in a systematic fashion. This change should make contacts much easier in the future.
- The annual membership meeting has been moved from Tuesday to Wednesday during the FAEP meeting. In years past, the ESP meeting was held on Tuesday and the administrative section of the meeting did not begin until Thursday. This scheduling inadvertently discouraged state faculty from attending; they would have had to travel on Monday, attend the ESP meeting on Tuesday, and then not have scheduled activity until Thursday. It is hoped that moving the meeting will facilitate a stronger showing from the state faculty.
- Once the membership rolls were completed for this year, a letter of encouragement was sent to each state faculty ESP member who had not renewed their membership. A copy of the letter is attached.
- A letter was sent to all state level faculty with Extension appointments to encourage them to join ESP. A copy of this letter is attached. It is believed that many state level faculty choose their subject matter professional organization in lieu of ESP. This letter was intended to encourage state faculty to recognize some benefit from participation in ESP.

This report marks the end of my responsibilities as state faculty representative. I will be glad to assist with the transition to a new representative if so desired.

Attachments

[Sent to prospective members]

Greetings Extension Faculty,

I serve this year as the state faculty representative for Epsilon Sigma Phi (ESP). ESP is the national fraternity for Extension faculty. It's mission is to foster standards of excellence in the Cooperative Extension Service and to provide continuing developmental opportunities for Extension faculty. Additional information about ESP can be found at the national website [<http://esp-nat.tamu.edu>].

One of the goals of ESP in Florida is to promote increased collaboration and dialogue between state and county faculty. This will improve the opportunity for Extension to meet the continuing demands of IFAS Extension clientele. Other benefits include access to scholarships, mini-grants, awards programs, a national platform for scholarly presentations, and a collective forum in which to discuss Extension educational issues. The platform for scholarly presentations is particularly helpful regarding tenure and/or promotion packets.

ESP meets annually in Florida at the Extension administrative meeting in the fall. As you probably know, this year's meeting is in Palm Beach Gardens beginning on September 10. Further information is at the following website [<http://extension.ifas.ufl.edu/>]. This year, a change has been made in the schedule in order to accommodate state faculty attendance; the ESP meeting has been moved to Wednesday. This means state faculty in ESP will not have to travel earlier in the week in order to attend the meeting.

According to our records you are eligible to join ESP. As a member of the state faculty with a significant Extension assignment, you are encouraged to join. In doing so, you will set a positive example for other faculty in Extension. Please contact Mary Beth Salisbury [mbs@gnv.ifas.ufl.edu] or Katherine Allen-Hurt [kka@gnv.ifas.ufl.edu] for membership and initiation information.

Thank you.

William

[sent to previous members]

Good morning,

I am serving as the representative for state faculty in Epsilon Sigma Phi. Our membership chair has advised me that she has not yet received your dues for 2001. I certainly know how busy we all are and things like this can easily "fall through the cracks".

As you know, Epsilon Sigma Phi strives to promote excellence in Extension education. One short-term goal is for the membership to serve as a communication link between state and county faculty. Strengthening this bond will serve to improve Florida Extension's ability to meet the needs of our citizens. It will also assist all of us in addressing the changing political and administrative climate in which we work. Therefore we need to have as much state-level membership as possible.

I encourage you to renew your membership. An enrollment invoice is attached for your convenience.

Regards,

William

Awards and Member Services
Chair – Diane Franzen
Assistant Chair – Linda Bowman

After the membership database was brought up to current status a cover letter was prepared for Epsilon Sigma Phi Awards and also for scholarships and mini-grants. The letter was sent out via both regular mail and E-mail to all current members. Six award applications were received. Winners who will receive awards during the annual FAEP meeting are:

Mid-Career Service Award	Judy Butterfield Millie Ferrer, Ph.D.
Distinguished Service Award	Pamela Allen
Friend of Extension	Ed Lounds

Epsilon Sigma Phi needs to give special recognition to our two scholarship winners. They are Denise Blanton, Ph.D. and Kay Brown.

August 28, 2001

Epsilon Sigma Phi Audit Committee Report August 27, 2001

Epsilon Sigma Phi financial documents were audited on August 24, 2001 in the Osceola County Extension Office. All bank statements, transaction reports and the check register were reviewed. All documents were in order and no errors were discovered. The statement for the checking account from First Union Bank listed a balance of \$5130.13 as of 7/31/01. At that time there were \$983.42 in outstanding check debits and \$155.00 in outstanding credits according to the check register. This leaves a final balance of \$4301.71 in the checking account. The latest report on the savings account was issued from First Union Bank on 6/30/01 and the balance was \$2097.08. The value of the CD was listed as \$7427.43 on 6/6/01.

Submitted by:
Ed Jennings
Audit Committee Chair

Memorial

Responsibilities:

- ◆ Determine the names of deceased members of the Florida Extension Service.
- ◆ Prepare a tribute to deceased members and present at the Annual Meeting of Extension Professionals.
- ◆ Extend courtesies to families of deceased members and expressions to all known members hospitalized due to illness or accident.

Accomplishments:

- ◆ The Committee has established, through the IFAS Personnel Office, the names and addresses of deceased/retired Extension workers. A memorial service will be held to honor deceased members at the 2001 Annual Meeting. Memorials prepared and to be presented for:

Luther Harrell
G. T. Huggins
Dan E. Schrader

**Epsilon Sigma Phi
Alpha Delta Chapter
Winter Board Meeting
Alachua County Extension Office
December 6, 2000, 9:00 a.m.**

AGENDA

Call to Order.....John Brenneman, President

Devotional.....Bill Hill, Chaplain

Questions for the Dean

Minutes of Last Board Meeting.....Elaine Shook, Secretary

Treasurer's Report.....Mary Beth Salisbury, Treasurer

Council of President's Report.....John Brenneman & Celia Hill

Report on Epsilon Sigma Phi National Meeting.....John Brenneman & Celia Hill

Committee Reports

Director Reports

Old Business:

FACAA Review Committee

New Business:

Presentation of 2001 Annual Budget.....Mary Beth Salisbury

Discussion on timing of Annual Meeting

Adjourn

**Epsilon Sigma Phi
Alpha Delta Chapter
Spring Board Meeting
May 31, 2001 - 9:00 A.M.
Alachua County Extension Office, Gainesville, Florida**

Call to Order	John Brenneman, President
Devotional	Bill Hill, Chaplain
Questions for Dean Waddill	Elaine Shook, Secretary
Minutes of Winter Board Meeting	Elaine Shook, Secretary
Treasurer's Report	Mary Beth Salisbury, Treasurer
Council of Presidents Update	John Brenneman, President
Southern Region Officers Workshop Report	Celia Hill, President-Elect
Public Issues Leadership Development Workshop Report	John Brenneman, President
Directors Reports	
District I	Betty Miller
District II	Clay Olson
District III	Kathy Bryant
District IV	Brenda Rogers
District V	Stephen Brown
State Faculty	William Fleming
Life Members	Bill Summerhill
Committee Reports	
Retirees	Bill Summerhill/Nadine Hackler
Member Services	Diane Franzen/Linda Bowman
Membership Recruitment & Retention	Katherine Allen-Hurt
Public Issues	Mike McKinney
Professional Development	Albert Fuller
Program of Work	Celia Hill
Constitution and Bylaws	Dan Culbert
Memorial	Bill Hill
Annual Report	Jim Stricker

Old Business

FAEP Issues Committee

Albert Fuller

New Business

FAEP Responsibilities/Support

Adjourn