

Epsilon Sigma Phi

Alpha Delta Chapter

2014-2015 Annual Report

Tracy Tesdall, President

Extension Professionals Association of Florida

Produced by: UF/IFAS Duval County Extension Service



Table of Contents

| | |
|---------------------------|---|
| 3 | President's Address |
| 4 | Officers and Committee Chairs (List) |
| 9 | Annual Meeting Agenda |
| 10 | Treasurer's Report |
| 12 | 2014 Annual Membership Meeting Notes |
| 11 | Budget proposal |
| Committee Reports: | |
| 21 | Abstracts (Professional Development) |
| 21 | Annual Report |
| 22 | Audit |
| 22 | Constitution & By-Laws |
| 22 | Global Relations |
| 24 | Member Services (Awards & Scholarships) |
| 25 | Membership |
| 25 | Nominating |
| 25 | Memorial |
| 26 | Webpage Management |
| 26 | Public Issues and Leadership |
| 26 | Resource Management & Development |
| 26 | Retirees / Life Members |
| 26 | Southern Regional VP Update |
| District Reports | |
| 29 | Northwest |
| 30 | Northeast |
| 31 | Central |
| 33 | South Central |
| 34 | South |
| 35 | State |
| Board Meetings | |
| 37 | July 21, 2014 |
| 44 | December 15, 2014 |
| 48 | May 28, 2015 |
| Appendixes | |
| 57 | Constitution |
| 61 | By-Laws |
| 69 | Standing Rules |
| 70 | Membership Lists |
| 73 | ESP Membership Invoice |
| 74 | New Member Application |
| 76 | Life Member Application |

Presidents Report

Dear Epsilon Sigma Phi Members,

Looking back at the last year, you'll remember the professional development ESP has provided. At last year's EPAF, we were joined by the outgoing national ESP president, Jeff Myers, who shared his knowledge as a life coach during an in-service training. Provided through the professional development grant from national ESP, this grant also has allowed us to bring Chris Jones, from Arizona Extension, for an in-service called, "How to Git-R-Done: Personal Energy Management Skills," for the 2015 EPAF conference.

With 93 renewing members, 16 new members and 5 new life members, our ESP chapter is one of the largest and strongest in the country. That is also evident as our very own Dan Culbert finishes his term as the Southern Region VP this October. Thank you to Dan for all your efforts and allowing me to shadow you so closely through the officer ranks for the last five years. Dan has more passion and dedication to our great ESP association than anyone else I know.

Our ESP chapter is full of winners. Our 2014 Chapter Friend of Extension award winner, Ron O'Connor from Farm Credit, will be recognized in October 2015 as one of four National ESP Friends of Extension. Additionally, Will Sheftall, our president-elect, is receiving the Richard Angus Professional Development Scholarship to attend the national meeting in October. Likewise, Eleanor Foreste and her team won the Professional Development Grant for a study tour to the Caribbean in early 2016.

I must say a big thank you for all the assistance I have had during my time as your president. I appreciate the willingness of my colleagues to serve in our professional fraternity as officers, committee chairs, and committee members. I congratulate Will Sheftall, the next Chapter President and his assembled team; he has been a phenomenal right-hand man, is prepared for this office and will do a great job leading our organization.

Kindest regards,



Tracy Tesdall
President, Alpha Delta Chapter, 2014-15
Epsilon Sigma Phi



Officers

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Alpha Delta Chapter - Epsilon Sigma Phi: 2012-2013 Annual Report

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Senior Times Newsletter Editor

Open

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ESP Epsilon Sigma Phi- Alpha Delta Chapter

Your Key to Professional Excellence

Annual Membership Meeting Tuesday, September 1, 2015, 2:15-3:45pm Agenda

Call to Order

Thought for the Day

Recognition of Guests and Retirees

Correspondence & Approval of the Minutes of 2014 Annual Membership Meeting

Treasurer's Report

Analyst Report

Initiation of New Members

EPAF Report

Tracy Tesdall

David Nistler for Basil Bactawar

Tracy Tesdall

Mike Davis

Tracy Tesdall for Lori Wiggins

Alex Bolques

Alex Bolques

Will Sheftall

Committee Reports

Nominating

Annual Report

Constitution and Bylaws

EPAF Memorial Service

Website

ESP Foundation

Finance and Audit

Global Relations

Awards

Professional Development

Public Issues

Abstracts

Dan Culbert

Andy Toelle

Brent Broaddus

Basil Bactawar

Tracy Tesdall

Debbie Nistler

Tracy Tesdall for Sonya Crawford

Committee Member

Karen Miliffe

Mary Campbell

Linda Seals

Georgene Bender

District Directors Reports

NW District

NE District

Central District

South Central District

South District

State

Jennifer Bearden

David Nistler

LuAnn Duncan

Samantha Kennedy

Christine Kelly-Begazo

Amy Harder

Old Business

Resolution to Extension administration for scheduling of future EPAF meetings Will Sheftall

New Business

Election of 2015-2016 Officers & Board Members

Retiree Engagement

New Initiatives at National ESP and Opportunities to Benefit from Member Services (Dan Culbert, Southern Region VP)

Professional Development Opportunities

- 2015 National ESP Conference – October 4-7, 2015: Coeur d' Alene Resort, Coeur d' Alene, ID

- 2016 JCEP Leadership Conference – Feb 10-11, 2016, Las Vegas, NV
- 2016 PILD – April 10-13, 2016, Crystal City, VA

Transfer of Chapter Leadership



ESP
Epsilon Sigma Phi

TREASURER’S REPORT
August 11, 2015

Status of Accounts:

| | |
|--|-------------|
| Checking Account (as of 8/11/15)..... | \$10,065.88 |
| Savings Account (as of 08/11/15)..... | \$2,154.91 |
| Certificates of Deposits (Maturity Date 12/06/15- this account will automatically renew for 2 years)..... | \$6,411.61 |
| (Maturity Date 12/06/15 - this account will automatically renew for 6 months)... | \$2,996.48 |

Submitted by: Lori Wiggins, ESP Treasurer
Taylor County FCS Extension Agent III

Proposed Budget for Fiscal Year (10/1/14-9/30/15)

| Income | Budgeted 2014-15 | Actual |
|---|-----------------------------|-------------------|
| Membership Dues | | |
| Renewals @ \$60 | \$ 6,000.00 | 5,580.00 |
| New @ \$70 | \$ 980.00 | 1,120.00 |
| Life @ \$200 | \$ 1,000.00 | 1,000.00 |
| High Five | \$ 250.00 | 390.00 |
| High Ten | \$ 250.00 | 435.00 |
| Interest Income | \$.50 | .78 |
| EPAF Auction-2014 | \$1,000.00 | 1,747.28 |
| National Endowment Donation | \$ 0 | 0 |
| JCEP Workshop Funds | \$ 300.00 | 500.00 |
| Professional Development Grant | | <u>1,000.00</u> |
| Total Income | \$ 8,980.50 | \$11,773.06 |
| Expenses | | |
| Recognition: Certificates / Pins (Initiation) | \$ 100.00 | 0 |
| Plaques | \$ 200.00 | 221.00 |
| Scholarships | \$ 800.00 | 400.00 |
| Friend of Extension Award | \$ 400.00 | 714.00 |
| Public Policy Conference (PILD)-Public Issues Chair | \$ 500.00 | 0 |
| ESP Annual Meeting - President | \$ 1,300.50 | 0 |
| JCEP Meeting – President Elect - President | \$ 800.00 | 1,343.84 |
| ESP National Dues | \$ 4,830.00 | 5,440.00 |
| Life Member Committee | \$ 25.00 | 0 |
| Office Expenses | \$ 25.00 | 40.11 |
| National Endowment Donation | <u>0</u> | <u>0</u> |
| Total | \$8,980.50 | \$8,158.95 |
| Income - Expenses | 0 | \$3,614.11 |

Submitted by:
Lori Wiggins, ESP Treasurer - Taylor County FCS Extension Agent III



Minutes

Annual Membership Meeting

Grand Lagoon Ballroom E - Bay Point Wyndham Hotel – Panama City Beach, Florida

Tuesday, August 26, 2014 • 3:30 – 5:30 PM
and continuing on

Wednesday, August 27, 2014 • 6:30 - 8:00 AM

Unapproved

Call to Order **Dan Culbert, President**

Meeting was called to order at 3:45 PM.

Roll Call (by sign-in sheet) **Will Sheftall, Secretary**

Members present (49): Jennifer Gillett-Kaufman, Lori Wiggins, Robert Halman, Basil Bactawar, Libby Carnahan, Mary Campbell, Christine Kelly-Begazo, Stephanie Toelle, Juanita Popenoe, Andy Toelle, Eleanor Foerste, Nancy Moores, Pamela Allen, Marjorie Moore, Teresa Olczyk, Debbie Nistler, Stefanie Prevatt, Jennifer Bearden, Brooke Moffis, Brent Broadus, LuAnn Duncan, Karen Miliffe, Brian Estevez, Carolyn Saft, Norma Samuel, Marcus Boston, Amy Harder, Karen Stauderman, Marvin Weaver, David Nistler, Terry DelValle, Gene McAvoy, Crystal Snodgrass, Will Sheftall, Michael Davis, Tracy Tesdall, Alex Bolques, Dan Culbert, Danielle Treadwell, Jenny Jump, Judy Corbus, Keith Wynn, Theresa Badurek, Kathleen Ruppert, Samantha Kennedy, Mary Sue Kennington, Lisa Leslie, Michael Gutter, Cindy Higgins

Life members present (2): John Woeste and Raymond Zerba; prospective Life members present: Judy Butterfield and Mary Williams

Recognition of Guests and Retirees **Dan Culbert, President**

Jeff Myers, National ESP President

Retirees Ray Zerba, Mary Williams, John Woeste, Judy Butterfield

Summary of 2013-2014 **Dan Culbert, President**

Dan referred everyone to the Annual Report document distributed electronically prior to the meeting, several copies of which being available in the room. Dan noted that Danielle Treadwell has a table top exhibit on the Extension Centennial Time Capsule. The deadline for submitting items for inclusion is Nov 1st.

Annual Meeting Minutes – August 27, 2013 **Will Sheftall, Secretary**

Jennifer Bearden moved acceptance of the 2013 Annual Meeting Minutes as published and distributed in the 2014 Chapter Annual Report, Robert Halman seconded. Motion to accept minutes passed unanimously.

Treasurer's Report & Annual Budget Proposal

Lori Wiggins, Treasurer

Lori Wiggins reviewed the written Treasurer's Report. It was provided as a handout as well as having been published and distributed in the Annual Report. The report gives status of accounts (checking, savings, CDs) as of August 18, 2014. Lori noted that the income for Fiscal Year 2013-2014 was slightly higher (by \$104.16) than expenses. Alex Bolques moved to accept the Treasurer's Report, and Marjorie Moore seconded. Motion to accept was approved unanimously.

Lori reviewed the Proposed Budget for Fiscal Year 2014-2015. She noted that the new budget was developed from the budget for the previous year. The National Endowment Donation (\$403) is a pass through. Lori reported that the National ESP office is pleased that Florida passes on to the national endowment all earmarked monies that the Florida chapter receives, without taking a percentage cut (which some other state chapters do).

Lori noted that the President's expenses in 2013-14 were higher than they typically are, so that line item was reduced for 2014-15. The line for JCEP meeting expenses also was reduced. Tracy Tesdall recommended that the PILD travel amount be kept as high as traditionally budgeted. Tracy noted that she had been able to offset some of her travel costs from other sources, but that a similar situation could not be projected for different officers in 2014-15. Lori said that the budget is a target and not a firm ceiling; as long as the chapter has the money, the actual and necessary travel expenditures can be approved.

Tracy moved that we increase the JCEP allocation to \$700 (from \$600) and offset that budget adjustment by increasing the high five income by \$100 (from \$150 to \$250). Stephanie Toelle seconded the motion. Motion carried unanimously.

Mike Davis moved, and Robert Halman then seconded acceptance of the proposed and amended budget.

National ESP Report

Jeff Myers, National ESP President

Jeff Myers gave some highlights from the national perspective. He noted that as far as ESP goes, it is critical what we do as a local chapter. National officers and Board are there to support us. Our mission is to serve the Extension system and serve the Extension professional. Without the system, we don't exist and we don't serve a purpose. What we do to strengthen a chapter is what we do when nobody else is looking. Squeezing in time for the chapter is not easy, but important. Jeff applauded the strength of Florida's chapter.

The National ESP Board is currently working on the next strategic plan, to be approved in 2015 (at the ESP National conference in Coeur d'Alene, ID). The effort began with ESP's strategic planning effort at Galaxy IV, and will be continued at the Board's mid-year meeting in New Orleans, LA. The Board is looking for input. Give it to Jane Gault (outgoing Southern Regional Vice President) or Dan Culbert (incoming Southern Regional Vice President) or Jeff. It is critical for the Board to hear from as many people as possible.

Jeff talked about "changing the financial pieces." He began by musing about whether we are we at a point in ESP that we don't need to have the honorary piece, and could remove the criterion of how many years a new member has worked for Extension. He noted that if we look at the workplace, there are employees coming in mid-career who don't want to wait to be part of ESP. Leadership skills, communication, listening, etc., are the soft skills that are more important than expertise. These skills are the professional development focus of ESP. Soft skills are portable for those who don't make a long career of Extension. The decision will always be left to the chapter, however.

The National Board is a great group of positive colleagues. There are six national committees. Every spring they are advertised. Volunteering to serve on a national committee is a great opportunity to grow in your professional journey.

Each year there's about \$17,000 available from national ESP in grants, scholarships and stipends. National has not been getting many applicants for the CED, DED administrative scholarship to attend the National ESP conference if you've never been before. There are \$1000 professional development grants available. The Angus Scholarship (\$500) can be used to go to the National conference – or any professional development. PILD scholarships are very competitive; 4 are generally given out each year. Two

award amounts have changed. \$300 is available to each chapter for a member to attend PILD; that award has changed to \$500/chapter. The \$200 award to attend the ESP National meeting has changed to the actual registration cost for the national conference.

The recognition program has changed over the past couple of years. Take time to nominate colleagues. Our chapter has racked up \$13,264 given to the national endowment (4th highest chapter). Florida has received \$15,000 back from this program – about the same amount as contributed.

The national meeting this year is in Indianapolis in October. Next year the national meeting will be October 5-8, 2015 in ID. Then Atlantic City in October 2016. The National Board is looking for bids from southern chapters for October 2017. Chapters typically make \$10,000 from hosting a national meeting, and the process of hosting helps build membership and chapter strength.

Committee Reports

Abstracts / Professional Development Stephanie Toelle, Chair

Stephanie referred everyone to page 19 in the Annual Report. There were 23 abstracts submitted; 17 were accepted. She secured funding to bring Jeff Myers to this meeting for the week and to give an IST.

Annual Report Andy Toelle, Chair

Andy cautioned that the Report contains what was sent to him. If there are mistakes, they need to be brought to Andy's attention via e-mail next week, with the fix needed, and he will include the fix in the FINAL report. After next week, he will not be able to accept corrections.

Audit Jane Corless, Chair

Jane had previously reported to the Board that everything checked out to be fine.

Constitution and Bylaws Brent Broaddus, Chair

Brent Broaddus introduced the proposed Bylaw and Standing Rule changes that were adopted by the Board for distribution to the membership and placement on today's agenda for voting. There was a motion by Debbie Nistler to accept the proposed revisions to Standing Rules and Bylaws. The motion was seconded by Gene McAvoy. An amendment motion was offered by Stephanie Toelle, and seconded by Juanita Popenoe. Discussion clarified that Stephanie had confused a previous version with the most recent, Board-adopted version of proposed changes, and the amendment was withdrawn. The original motion carried unanimously. Changes to the Bylaws and Standing Rules were adopted as proposed, and as follows:

By Laws Changes:

- Article VIII - Committees, Section 1, ADD new Standing Committee ["o. Professional Development"]
- Article VIII - Committees, Section 2, revised purpose of d. RDM committee: ["to generate new ideas for resource development and management in order to maintain, create or enhance professional development activities; to explore opportunities for and obtain new financial resources for professional development activities."]
- Article VIII - Committees, Section 2, f. Memorial - edited text ["passed away"].
- Article VIII - Committees, Section 2, o. Function of Professional Development committee: ["To promote professional excellence, personal development and leadership development among Extension personnel. Design and implement additional professional development opportunities. Promote and foster professional improvement through collaboration with professional organizations to which Extension personnel belong. Provide leadership for mentoring activities conducted through Epsilon Sigma Phi."].

- New Article XV - Amendments ["These Bylaws may be amended at any annual or special meeting by a two-thirds vote of the members present providing members were notified of suggested changes thirty days prior to the meeting."]

Standing Rule Changes:

- New rule 1: [Standing rules may be adopted at the annual ESP Alpha Delta Chapter membership meeting by a majority vote of the voting delegates present and voting. Standing rules may be amended or rescinded by a two-thirds vote without previous notice or a majority vote after previous notice. Standing rules may be suspended temporarily by a majority vote. Standing rules will be formally reviewed every other year (even-numbered years) by the ESP Alpha Delta Chapter Board.]
- Change in Rule 3, : [Terms of Office
 - The Treasurer shall be appointed annually by the President with the ratification of the membership, with the option of re-appointment. All other officers are elected annually.
 - District Directors will be elected according to the following schedule:
 - Even numbered years: Northwest, Central, South, and Life Member Director.
 - Odd numbered years: Northeast, South Central, and State Specialist Director.
- Add Rule 7. Annual Budget [The voting delegates at the annual ESP Alpha Delta Chapter membership meeting shall adopt the budget for the forthcoming year.

Global Relations

Basil Bactawar, Chair

Basil referred members to his Committee's report in the Annual Report. Committee member Norma Samuels talked about international activities. She is putting a proposal together for the Dean on how we can engage county faculty through a workshop on internationalizing Extension. She encouraged everyone to fill out the survey on international Extension activities, push our pins into the map at the table-top exhibit, and put our business card in the basket. Teresa Olczyk talked about receiving international visitors – 100's in Miami-Dade County over the years – and that these types of activities also qualify as "international activities." Dan Culbert noted that Norma sits on the National ESP International Relations Committee.

Member Services (Awards)

Karen Miliffe & Yolanda Goode, Chairs

Karen thanked her committee members and congratulated the award winners. This year's award winners will be submitted for National ESP recognition within the next cycle, to potentially be recognized at the 2015 National meeting in Idaho.

Membership Recruitment & Retention **Mike Davis, Analyst**

Mike Davis reminded members that induction of new members will take place tomorrow morning, at the continuation of today's Annual Meeting. He noted that we can pay our dues by PayPal this year, but that there is no option for including high-five, high-ten, or high-ten plus donations via Pay-Pal this year.

Mike referred everyone to the ESP exhibit in the hall, up all week.

EPAF Memorial Service

Alex Bolques, Chaplain

Alex Bolques reminded everyone that tomorrow during the luncheon we will have the memorial service, remembering 9 colleagues who have passed on plus 4 IFAS professors (13 total).

Nominating **Robert Halman, Chair as Past-president**

Chaplain position nomination – Basil Bactawar, CED of Union County.

District Directors

NW – Jennifer Bearden wants to continue

NE – Carolyn Saft has submitted a letter of resignation, and David Nistler is willing to step up

Central -- LuAnn Duncan is willing to continue

S Central – David Shibles has resigned and Samantha Kennedy is willing to step up

State Specialists – Amy Harder has a replacement (Jennifer Gillette) to take over in one year

Public Issues & 2014 PILD Report **Linda Seals, Chair**

Dan Culbert encouraged everyone to consider attending PILD.

Website **Jennifer Gillett-Kaufman, Chair**

Jennifer Gillett-Kaufman indicated that she needs to step down and wants to transition this responsibility to someone else.

District Director Reports

| | | |
|------------------------|------------------------|--|
| NW District | Jennifer Bearden | No additions. |
| NE District | Carolyn Saft | Oral report: Suwannee County has all 7 agents in ESP |
| Central District | LuAnn Duncan | No additions. |
| South Central District | David Shibles | Not present. |
| South District | Christine Kelly Begazo | No additions. |
| State Specialists | Amy Harder | Oral report: |

Amy noted that there really are no state specialists who *actively* participate in ESP except herself and Jennifer. ESP doesn't show specialists why they SHOULD be engaged, which is not a big incentive for making time for ESP. She asked if the chapter cared if state specialists come to EPAF? Money isn't the issue. The more important questions State Specialists ask are: "Is there something useful for me to do? Will there be an opportunity for me to contribute? Will there be some meaningful professional development I can take from the participation?"

Amy Harder talked about the upcoming international Extension conference in the Netherlands – April-May 2015. It's a good opportunity for US and European Extension networking. The call for abstracts is available now.

Amy also asked for advice and counsel for PDEC on IST directions for the coming year.

Old Business

1. Dan Culbert reported on the 2013 ESP National Meeting at Galaxy in Pittsburgh, PA. Our chapter was represented by Mary Keith, Norma Samuels, Alex Bolques, Robert Halman, Dan Culbert, Eleanor Foerste, Tracy Tesdall and Will Sheftall
2. Dan reminded members that per e-mail announcements circulated earlier this year, Galaxy V for 2018 is not going to happen, and the idea of whether there will be future Galaxy conference is on hold. Jeff Myers added that the JCEP Board spent a lot of time going over the Galaxy IV evaluations. He noted that it was a huge challenge for the associations to conduct their business as they normally have done. Therefore the JCEP group is looking at what we might do in the future, which would be trans-association in nature. The outcome might be an issue-based conference, such as a food or health-related conference. The Committee studying this issue will report their recommendations to the JCEP Board at the Las Vegas meeting/conference in February 2015.
3. Tracy Tesdall encouraged all members to consider attending the 2015 JCEP Conference in Las Vegas. She noted that it's an opportunity to meet other chapter officers from around the country. At the 2014 JCEP conference in Memphis, TN, she heard a lot about the Centennial because the chair of the Centennial Committee was present. She also noted that Memphis was cold in February!

New Business

ESP Chapter Handbook Tracy Tesdall, President-elect

Past-president Dan Culbert pledged to work with Tracy on the chapter handbook.

Elections of Officers and Directors Robert Halman, Nominating Committee Chair

Robert Halman announced the slate of officers nominated for 2014-2015: Lori Wiggins was nominated to continue as Treasurer, and Basil Bactawar was nominated to become Chaplain. Motion to accept the slate and close nominations was made by Amy Harder, seconded by Juanita Popenoe. Motion carried unanimously. Gene McAvoy moved election of these two individuals, and Amy Harder seconded. Both were unanimously elected.

Induction of New Members Mike Davis, Analyst

The roster of new members slated to be inducted tomorrow at the continuation of the Annual Meeting was read by Mike Davis. Acceptance of these new members was moved by Jennifer Gillett-Kaufman and seconded by Stephanie Toelle. The motion carried unanimously.

Scheduling of future EPAF meetings Amy Harder, State Specialists Director

Amy talked about the timing of EPAF being the first week of classes this year, second week of classes next year. This overlap makes it difficult for state specialists to attend. The time-of-year also makes it difficult for specialists to bring their family, because it is held after K-12 school has begun. Christine Kelly-Begazo discussed an agent's perspective on the difficulty of balancing work and family with the EPAF conference date. Amy suggested that ESP might send a resolution about this issue to the EPAF Board.

She agreed to draft a proposed Resolution and submit it to the Secretary prior to tomorrow morning's continuation of the Annual Meeting. Further action on this matter was tabled until the meeting's continuation the next morning, at which time the following was read by the Secretary as received from Dr. Harder:

Topic: Dates for Annual EPAF Conference

ESP,

With consideration that Extension faculty have many roles and responsibilities and that those roles are both professional and personal,

Noting the need to be inclusive of state and county faculty,

Acknowledging the desire to promote a family-friendly organization, the membership of ESP:

1. *Calls upon the incoming EPAF Board to examine the timing of the annual EPAF Conference; and*
2. *Urges the incoming EPAF Board to seek dates for future EPAF conferences beginning in 2016 that do not overlap with the first two weeks of the academic semester for the University of Florida nor for the majority of Florida public schools.*

President Dan Culbert asked if there was a motion to adopt the Resolution. Amy Harder moved adoption, and Jennifer Bearden seconded the motion, which then carried unanimously.

President Culbert asked that the Resolution be transmitted to the EPAF Board by the Secretary.

Reduction in dues for new members? Dan Culbert, President

Dan posed the question of whether we might entice more colleagues to join ESP if we dropped our dues amount to \$90 for the first two years of a new member's involvement (\$40 + \$10 first year, \$40 second year) by foregoing the chapter portion of dues for two years? Mike Davis noted that this year was an exceptional year for new membership; 20 new annual members was almost double the average annual number of new members. He said he didn't know what new members think about the hook of a reduced dues amount for the first two years. Dan encouraged everyone to see if that might make a difference. If embraced, it could be brought up with supporting data next year. Dan asked Alex Bolques as Analyst to poll those first and 2nd year members who don't renew.

A motion to recess until the following morning was moved by Robert Halman, seconded by Amy Harder. Motion carried unanimously. Meeting recessed at 4:55 PM until Wednesday Morning, 8/27, 6:30 AM.

Member Recognition Portion of Meeting

St. Andrews Ballroom V, Bay Point Wyndham, Panama City Beach, Florida

Wednesday, August 27, 2014 6:30 - 8:00 AM

The Annual Meeting reconvened at 7:05 AM.

Thought for the Day Alex Bolques, Chaplain

Alex Bolques quoted Jack Canfield, American author and motivational speaker: "The longer you hang in there, the greater the chance that something will happen in your favor. No matter how hard it seems, the longer you persist, the more likely your success."

Recognition of Guests and Retirees Dan Culbert, Alpha Delta Chapter President

No retirees were present. National ESP President Jeff Myers was reintroduced as an honored guest.

Initiation of New Members & Transfers Mike Davis, Alpha Delta Chapter Analyst

Mike Davis showed a video, "I Am an Extension Worker." Jeff Myers read the organization's ideals for the new inductees. Mike Davis performed the swearing-in. The following new members were inducted:

Teresa Badurick, Derek Barber, Fitzroy B. (Roy) Beckford, Elizabeth (Libby) Carnahan, Jed Dillard, Brian Estevez, Elizabeth Gorimani-Mundana, Cynthia Higgins, Laurie Hurner, Rebecca (Becky) Jordi, Jenny Jump, Lisa Krinsky, Wendy Lynch, Nancy Moores, Juanita Popenoe, Stefani Prevatt, Joseph Sowards, Karen Stauderman, Danielle Treadwell, Keith Wynn

Mike Davis moved acceptance of the new members. Andy Toelle seconded. Motion carried unanimously.

Retirees/Life Member Committee **Mary Williams for Linda Cook**

Neither Linda Cook nor Mary Williams was present to give a report. Dan Culbert announced that Linda Cook was stepping down as our Life Member representative on the ESP Chapter Board.

Recognition of ESP Abstract & Poster presenters **Stephanie Toelle, Abstract Chair**

Stephanie thanked all who had submitted abstracts, and those on her committee who had reviewed and selected abstracts for presentation at the conference. She noted that 14 abstracts had been or would be presented in the ESP sessions, and thanked the presenters.

Awards & Recognitions **Karen Miliffe & Yolanda Goode**

Karen Miliffe recognized the Hackler/Cook Scholarship 2014 Recipients: Andy Toelle & Marjorie Moore. She also acknowledged receipt of 2013 Scholarship Reports from Mary E. "Betsy" Crisp and Judy Corbus. Judy reported on her use of the scholarship money. Betsy used the funds to attend Galaxy. She sent a thank-you note that's in the Annual Report.

ESP Regional & National Award winners this year were recognized: Adrian Hunsberger, Mary Keith, and Betsy Crisp.

High-five and High-ten Donations **Dan Culbert and Marjorie Moore**

Dan talked about the importance of the high-five and high-ten donations. Marjorie talked about the history of the high-five (members) and high-ten (retirees) program. Members must have contributed in order to receive a scholarship. Alex and Marjorie were asked to collect any monies donated during the meeting. Alex announced collection of \$260 this morning for the high-five and high-ten scholarship fund.

Dan provided Tracy with a supply of special chapter pins for contributors who exceed the "high-twenty" mark in a given year. Several members gave qualifying donations (\$25 or more) and received new chapter pins at the meeting: Mike Davis, Marjorie Moore and Jennifer Gillett-Kaufman.

Recognition of 2013-14 Leadership Team **Dan Culbert, Alpha Delta Chapter President**

As outgoing President, Dan Culbert gave a new chapter pin as a token of appreciation to his leadership team of Mary Sue Kennington (former District Director), LuAnn Duncan, Jennifer Bearden, Alex Bolques, Mike Davis, Lori Wiggins, Will Sheftall, Tracy Tesdall, Robert Halman, Brent Broaddus, Basil Bactawar, Stephanie Toelle, Karen Miliffe, Jennifer Gillett-Kaufman, Jane Corless, Linda Cook, Andy Toelle, Yolanda Goode, and Christine Kelly-Begazo.

Transfer of Chapter Leadership **Dan Culbert, Alpha Delta Chapter President**

Dan Culbert turned over the gavel to Tracy Tesdall. Tracy presented Dan with a gift from the Board in appreciation of his outstanding chapter leadership, culminating in service as chapter president for 2013-14. Dan was also thanked for having stepped up to serve as President of the EPAF Board this past year when our Past-president, Robert Halman, was unable to accept that responsibility, which fell to the ESP chapter by rotation.

Committee Chairman Appointments

Tracy Tesdall, 2014-15 ESP Chapter President

Tracy announced that she will be conducting electronic Committee member signups, to complement the indications of interest on the Annual Meeting sign-in sheet.

Annual Meeting Adjournment

Moved by Andy Toelle and seconded by Dan Culbert. Meeting was adjourned at 7:37 AM.

Upcoming ESP Professional Development Opportunities:

2014 National ESP Conference – October 6-9, 2014: Indianapolis, IN

2015 Joint Council of Extension Professionals (JCEP) Leadership Conference – February 11-12, 2015: The Tropicana, Las Vegas, NV

2015 Public Issues Leadership Development (PILD) Conf. – April 12-15, 2015: Hyatt Regency, Crystal City, VA

2015 EPAF State Conference – August 31-September 4, 2015: Naples Beach Hotel & Golf Club, Naples, FL

2015 National ESP Conference – October 4-7, 2015: Coeur d' Alene Resort, Coeur d' Alene, ID [near Spokane WA]

Respectfully submitted,

Will Sheftall, Chapter Secretary, 2013-14

Professional Development/Abstract Committee

ESP Professional Development/Abstracts Committee
Baypoint Wyndam, Panama City Beach
August 2014

Members:

Georgene M. Bender, chair SC 4-H , Marcus Boston, NW 4-H, Julie England, Central FCS, Anita Neal, Central Hort/CED, David Nistler, NE Ag, Fitzroy Beckford, SC Hort/CED, Gene McAvoy, S Ag/CED, Alex Bolques, FAMU Ag, Becky Bennett, NE 4-H, Elizabeth Carnahan, SC Marine Science

1. The committee reviewed 23 abstracts, and 20 were accepted for presentation for Tuesday and Wednesday abstract sessions at the 2015 EPAF Conference.
2. Former chair, Stephanie Toelle forwarded all her emails and forms used for abstract chair, which was very helpful. These will be put in a file for the next chair.
3. SHARE POINT was not accessible for the committee to use for abstracts. *DropBox* was successfully used. Two review teams of four were established reviewing 10 abstracts.
 - a. SUGGESTION 2016:
 - i. Use teams of three verses four and have three teams would reduce reviews to seven abstracts to review. In past experience with conference reviews the number of reviewers is an odd number and consistently has been three reviewers per abstracts.
 - ii. Need to find a web source for uploading abstracts that all members will have immediate access; the process this year was delayed a month due to problems with SHAREPOINT and access.
4. Presentations sent to chair for set-up of abstract sessions through email as SHAREPOINT does not work for all. UF has indicated we are not to use *DropBox*.

Submitted 8.6.2015

Annual Report Committee

Andy Toelle, Chair

This Annual report is a record of all officers and committee work of the Alpha Delta chapter of ESP during the year. To reduce production costs, a limited number of printed copies will be made available at the annual meeting for those Life members that do not have Internet access. The entire report and those from previous years is available on-line at the [Chapter website](#) as an Adobe Acrobat (pdf) file.

Audit Committee Report

Constitution and By-Laws Committee

The by-laws committee has taken up no changes this year.

Global Relations Committee Report

ESP Global Relations Report 2015

Members Activities



- ❖ Alejandro Bolques. FAMU/CAFS Cooperative Extension Program Faculty at First International Congress of Tropical Gardens

The 1st International Congress of Tropical Gardens was held on May 7-9, 2015 in Medellin, Columbia. The invited conference guest speakers included Brazil, Venezuela, and the United States including Columbian nationalist from Medellin and Bogota. Conference topic presentations centered on urban planning and development in the areas of sustainability, urbanization, botanical gardens, and landscape maintenance. Dr. Alex Bolques, FAMU/CAFS/Cooperative Extension Program delivered a 4-hour workshop on Rain Gardens and Water Gardens in the landscape.



Approximately 200 attended the 1st International Congress of Tropical Gardens in Medellin, Columbia. The event was coordinated by Mr. Juan Carlos to help develop capacity of urban planners, landscape architects, designers, and maintenance professionals. Workshops on uses of native plants with ornamental value in the landscape, rain gardens to reduce the effects of storm water pollution, and water gardens in the landscape provided detailed information on selection and use considerations.

- ❖ Norma Samuel attended the Caribbean Agricultural Extension Providers' Network (CAEPNet) planning meeting in Trinidad organized by the University of the West Indies in July 2015. A strategic plan for the organization was developed for 2016 - 2020. Norma was selected as one of two co-chairs for CAEPNet.
- ❖ Basil Bactawar attended a planning meeting in Trinidad organized by the University of the West Indies in July 2015. They participated in the development of a strategic plan the Caribbean Professional Extension Network. (CAPE net). Additionally he prepared a factsheet on “Gaining Professional Development Skills as an Extension Agent Overseas” http://union.ifas.ufl.edu/documents/Volunteering-final_000.pdf
- ❖ Amy Harder is now the President-Elect of AIAEE. She continues to collaborate with colleagues at the University of the West Indies, St. Augustine. She has been working on several research projects related to improving extension services in the Caribbean. Additionally, she is now the Executive Editor for the Journal of International Agricultural and Extension Education and a member of the Editorial Board for the Journal of Agricultural and Extension Education, published by Wageningen University (Netherlands).
- ❖ Jonael Bosques: Strengthening the Global Dimension of Florida Cooperative Extension. The outcomes of this 3-part Extension In-Service Training include: 1. The creation of publications that guide Extension Agents through acquiring global experiences. 2. Connecting UF/IFAS and FAMU Extension Agents to existing partners within academia, government and non-governmental organizations that are currently working with Floridians from other cultures such as Hispanic Farm Workers and Creole Farm Workers in South Florida. 3. The creation of a plan to expose Florida Extension Agents to Global experiences both in-State as well as out of the Country. 4. Clarify the importance of multi-cultural awareness for both UF/IFAS and FAMU Extension as well as for county administrators.

National Report

- ❖ Mike McGirr (NIFA): Welcome to the new Internationalizing Extension Community of Practice! We are now online and have close to 100 members. You represent a growing number of university faculty and staff interested in international extension and rural advisory services, as well as strengthening the global dimension of the Cooperative Extension System to better serve our domestic clientele. We hope this Community will become a vibrant resource for bringing together our collective experience and shared interests. We would like to highlight a few ways that you can already get more involved: 1) Send relevant content for posting on the [Internationalizing Extension eXtension website](#) by sending it to gnetwork@umn.edu (e.g., reports, curricula, PowerPoints, other resource materials). We need you to help populate this site; 2) join us on Facebook! Yes, we also have a Facebook page at <https://www.facebook.com/groups/IntExtCoP/>. Here you can also post messages, content and any ideas you may have for enhancing our network; 3) Let us know how this CoP can best serve your international interests and/or benefit your intercultural work here at home; 4) Update your responses to the [Global Network](#) survey. If you forgot your login in send an email to gnetwork@umn.edu. We want this to be an interactive, participatory community...and we know members like you have a great deal of expertise and knowledge to share. So please send us your ideas, post resources to eXtension and visit our Facebook page. Thanks to Renee Pardello, University of Minnesota Extension and the leadership team for their contributions.

Basil Bactawar
 Chair, Global Relations Committee
 ESP (Alpha Delta Chapter)

Member Services Committee

Congratulations to all of our 2015 ESP Florida Alpha Delta Chapter Award Winners!

Thank you to all of our judges!

| Award (# given) | Number of applicants | Winners for 2015 |
|--|----------------------|--|
| ESP Distinguished Team Recognition (1) | 2 | <p style="text-align: center;">Title of Team: 4-H Day Camps - A Variety of Opportunities</p> <p style="text-align: center;">Nancy A. Moores, 4-H Agent III Dr. J. Stacy Strickland, Ag Agent III and CED multi-county Scott E. Taylor, FCS Agent I Dr. William Lester, Horticulture Agent II (several Hernando County 4-H and Master Gardener volunteers)</p> |
| ESP Administrative Leadership (1) | None | |
| ESP Visionary Leadership (1) | None | |
| ESP International Service (1) | 1 | Brent Broaddus |
| Diversity Individual (1) | None | |
| ESP Diversity Team (1) | None | |
| ESP Friend of Extension (1) | None | |
| ESP Meritorious Support Service (1) | 1 | Darla Wilkes |
| ESP Chapter Retiree Service (1) | None | |
| ESP Retiring Members | | Dan Culbert, Celia Hill, Mary Keith, Henry Grant |
| 25 Year Tenure Recognition | None | |
| Distinguished Service (1) | 4 | Marcus D. Boston, Jr. |
| Mid-Career (1) | 1 | Nancy A. Moores |
| Continued Excellence (1) | None | |
| Early Career (1) | 2 | Heather Janney |
| Scholarship Application for Professional Improvement (2) | 2 | LuAnn Duncan Mary Sue Kennington |

Membership Committee Report

See report in Appendixes

Nominating Committee Report

No Report

Memorial Committee Report

ESP Memorial Committee Report

Florida - Alpha Delta Chapter

Basil Bactawar, Chaplin

In accordance with function of the Chapter Chaplain, the membership submitted 13 names of Extension and prominent Research personnel that have passed-on since our last annual reporting period. Their memories will be recognized and honored at the 2015 Extension Professional Associations of Florida conference during a Memorial Service. A Memorial presentation was developed for the occasion and will be [archived on the ESP website](#) following the conference. In the event that we may have missed the expiry of an extension colleague, please contact the Chapter ESP Chaplain or the ESP Webmaster.

2015 Extension Professional Associations of Florida (EPAF) Conference Memorial Service

(List* denotes ESP members)

Emily King passed away on August 31, 2014. Professor Emeritus, University of Florida faculty (1969-1979).

Albert Emil Kretschmer Jr. Albert passed away April 2014. He was a professor of Agronomy for 46 years at the University of Florida, Agricultural Research Center in Fort Pierce.

Dr. Gary W. Simone passed in January 2015. He began his professional career in 1977 working for the IFAS as a plant pathologist.

Dr. Herb Chapman, Jr. passed away on January 16, 2015. Served as Director of UF/IFAS Range Cattle Research and Education Center.

Godwin, Grant Murray. He worked for 4-H, IFAS at the University of Florida. Grant was active in 4H Clubs and Future Farmers of America.

Jack James Spears passed away on February 24, 2015. He was the County Extension Director in Santa Rosa County and Holmes County when he retired.

Ruby Faye Weller Summerhill, passed away at home on February 6, 2015 in Gainesville, FL

James E Brogdon, 95. He passed away on June 2015. He worked as an Extension Entomologist with UF.

Frank Leonard Polhil passed away on May 23, 2015. Served as an Extension Agent in Flagler and Hendry Counties.

Adam "A.T."Tucker passed away February 6, 2015. Hired as an Extension Agent in 1954. Alachua Extension Director from 1974 – 1980.

Lenzy Maurice Scott passed away on October 19th 2014. He served as Washington County's 4-H Agent, Ag Agent and CED.

Rayburn Kenneth "Kent" Price passed away passed away on July 25, 2014. He was retired Director of Okeechobee Agriculture Extension Office.

BOBERT TREVOLA passed away on May 1, 2015 in Lake City, Florida. "Bob" worked as a County Extension Director in Suwannee County.

Webpage Management Committee Report

None

Public Issues & Leadership Development Committee

The Public Issues Leadership Development Committee sent one delegate, Tracy Tesdall, to the conference in April 2015 in Washington, DC. With the other Florida Association delegates, plus our Dean, Dr Nick Place and four Florida 4-H members, all the offices of all 27 of Florida's Congressmen and our two senators were visited and given information on UF/IFAS.

Submitted by Tracy Tesdall

Committee chair: Linda Seals; Committee members: Heidi Copeland and Tracy Tesdall

ESP Endowment/Development Campaign

None

ESP Life Member Committee & Retiree Annual Report

None

Southern Regional Vice President's Update to the Alpha Delta Chapter

September 1, 2015

I am proud to be representing the National ESP Board as your Southern Regional Director. I began my term of office in October 2014 at the National Conference in Indianapolis, and will continue in this capacity until October 2016. My major responsibilities are to facilitate communication between the National officers and Chapter leaders in the Southern region. Additionally, I have been charged with Chairing the National Scholarships, Grants and Recognition Committee.

National / Southern Regional Highlights:

- A major task addressed by this year's board was the development of a new **Strategic Plan** for our National ESP Organization. Input was received from last year's national Conference, from the wither JCEP Leadership Conference and form a national questionnaire sent to all members. The Board has drafted a new THREE-year strategic plan that will be presented at this fall's Idaho conference for approval by the membership. I would note that the process was led by Jane Gault of Tennessee, our previous Southern Regional VP.
- Florida ESP Members also participate in National ESP through their service on **National Committees**. *Mary Keith* will continue as a key member of the National ESP Marketing Committee that will roll out a new marketing tool kit to encourage greater membership. And *Norma Samuels* continues as a member of the National Global Relations Committee. I encourage all ESP members to fill out the application to be on a National Committees before the April 1 deadline. And, you get a **stipend** if you attend the National Conference as a committee member or a Chapter delegate.
- A major task of the ESP Board each year is to conduct an outstanding **Annual conference**. This October we return to the Western region, to be hosted by the Theta Chapter in the panhandle of Idaho. There is still time to register and make plans to attend the Cour d'Alene Conference. Next year's conference moves east to the Garden State; the Alpha Xi Chapter at Rutgers University is working up plans for our **2016 Conference in Cape May New Jersey**.
- My role as Southern VP was to encourage bids for the **2017 Conference** that comes back to the South. For the first time I may years, there was competition to host the ESP Conference. While there was some consideration from Florida and Oklahoma, two well supported bids were received from the Alpha Beta Chapter in Georgia and the Xi Chapter in North Carolina. The Board decided to continue down the Atlantic Coast in 2017 with our October meeting in *Wilmington, North Carolina*.
- As I transition to Life membership this year, I have not been able to address some of my goals of engaging our southern chapters as often as planned. I do want to shout out to Jonel Bosques and Xiomara Diaz – now at TAMU – for their assistance in reaching out to the University of Puerto Rico to reestablish the Alpha Alpha Alpha Chapter of ESP.
- I have thoroughly enjoyed my term of office this past year and look forward to another year of service to the profession. Do know that next spring the Southern Region will be electing **two new ESP leaders next year**: a new Regional Vice President for a two year term of service. And, the next Second Vice President will also be elected from the South. Serving on the National Board in either capacity is one of the most rewarding professional experiences in your career; feel free to ask me more if you or someone you know would be a good candidate.

The **JCEP Leadership Conference** was held during early February in Las Vegas, with our chapter being represented by Tracy Tesdall and Will Sheftall. On the agenda were many workshops and seminars from Extension colleagues from across the county. Consider applying for one of the presenter slots: those accepted will receives financial support from JCEP to attend. And, don't forget that similar opportunities to **present seminars or posters** also exist at the JCEP **PILD** conference as well as future National ESP Conferences.

Scholarship Grants & Recognition Committee

- The SGR committee met several times throughout the year via conference call to review and recommend applicants for four different **Scholarship** opportunities. Committee recommendations are then forwarded to the National Board for their approval
 - *PILD Conference Scholarships* applications were received from 7 ESP members; were awarded to members from Oregon, Tennessee, Georgia, Kansas, and Pennsylvania. Normally four are provided; but funds were found for a fifth award this year.
 - *Angus Scholarships* can be used for any kind of professional development project that ESP members wish to pursue. One applicant went to an Urban Extension Conference, while 3 other applicants selected (WY, WI and FL) attending the National ESP Conference in Idaho, including your incoming Chapter President Will Sheftall.
 - Former Southern Regional VP and ESP Life member Mike McKinney provided funding several years ago to support work in the Pubic Issues arena. This year the 8th and final *McKinney Scholarship* was awarded to Doug Keenan of Indiana. Mike came to the Sunshine State from Indiana many years ago. I was thrilled to make this announcement and recognize Mike's contribution to a group of retired Indiana Extension workers that get together each winter here in Sebring.
 - Another scholarship is provided to administrators who have never been to the ESP Conference. This year the scholarship has been renamed the *Reddinger Administrator / Leader Scholarship* in honor of former ESP

President Art Reddinger, who faithfully carves the ESP Key plaque each year for the National ESP President – which is auctioned off to raise more funds for professional development. This year's scholarship recipients are from Idaho, Iowa and Oregon; plus an additional fourth award to an administrator from South Carolina State University in lieu of the new 1890 scholarship.

- The Committee was asked to select recipients for a new *1890 Scholarship* for Extension professionals that work primarily with the 1890 Land Grant Institutions. It was established to encourage a greater level of participation among 1890 Land Grants, and in celebration of the 125th Anniversary of the Second Morrill Act. I am pleased to announce that one of the recipients will be a new Alpha Delta ESP Member, **Linda Sapp** who is FAMU Coordinator for Cooperative Extension Program/Veterinary Technology Programs.
- National ESP also offers *Professional Development Grants* to Chapters that wish to conduct innovative projects that lead to professional development for Chapter members and other ESP members.
 - This year grants were awarded to Illinois, West Virginia, and North Carolina and for the **second year in a row, Florida!** Eleanor Foerste has asked for support for a Caribbean Study tour, to be held in the spring of 2016.
 - Last year our Chapter was awarded a grant that brought then-National President Jeff Myers to EPAF. He conducted a workshop on Life Coaching and participated in many other Chapter activities while visiting with us in Panama City. Approval of a National Officer visit by the ESP board enabled some cost-savings with Jeff's visit. They have been translated into another Professional Development workshop at this year's EPAF. Hat's off to Mary Campbell for working with the Chapter officers to achieve this project.
- Last fall the SGR Committee offered a **webinar** on the ESP recognition programs, hosted courtesy of Beth Claypoole from Cornell Cooperative Extension. It was directed towards Chapter leaders, especially for the various chapter Awards committee chairs, and any interested members wanting a better understanding of these member benefits. (It is archived on a Cornell website – ask me for the link.) Beth, who is our newly elected National Second Vice President for ESP, will help hosting another fall webinar on recognition programs in late 2015.
- The SGR committee also works with chapters to encourage applications for **recognition awards**. Statistics for the number of applications in 2015 show a slight drop in the number of chapters sending on any awards, but a 23% rise in the total number of applications (127) sent up. Diversity awards seem to be the area where there often no applicants. Ohio submitted candidates for all categories; Tennessee was the best in the south with 7/10 nominees.
- **Florida** is one of the states that uses the National website for its state Recognition programs. Among the applications from our chapter that were submitted for *National Recognition* on a Regional Basis, our Chaplin *Basil Bactawar* was selected by ESP chapters in the South to receive the *Early Career Award*, to be presented at this fall's Conference in Idaho.
- While States get to vote on the National winners for the various recognition programs, one category handled differently is the **National Friends of Extension Award**. This year the SGR committee received 13 nominations from the states, and recommended that four individuals be honored for 2015. Award balance among the regions of the country and the kinds and scope of volunteer roles are considered when the National Board makes the selection. And one of this year's winners is Florida's own **Ron O'Connor** from **Farm Credit**, who plans to travel to Cour d'Alene to personally receive his award!



Daniel F. Culbert
 ΕΣΠ Southern Regional Vice President
 Cell: (772) 643-8342 ESPSouthernVP@gmail.com

Northwest District Report



Northeast District Annual Report,



David Nistler, UF IFAS Extension, Clay County Agriculture/ Small Farm/ Natural Resources Agent

New hires:

Brad Burbaugh, Clay County CED
Luke Harlow, Nassau County, Agriculture/ Natural Resources Agent
Kevin Athearn , Regional Specialized Agent, Rural Agribusiness
Patrick Troy, Regional Specialized Agent, Agronomy
Carree Olshansky, CED/FCS Columbia
Annie Sheldon, Affiliate FNP Agent, Alachua County

Vacant positions:

Alachua Co. Environmental Horticulture Agent
Duval Co. Livestock Agent
Gilchrist Co. 4-H agent
Nassau Co. 4-H agent
Union County CED and Agriculture agent

Departures/ Retirements:

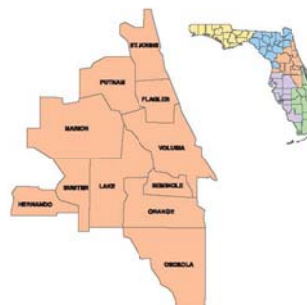
Amanda Marek, Nassau County, . Agriculture/ Natural Resources Agent
Sydney Hayter, Duval County Livestock Agent

Moves within the system

Diane Douglas from CED and FCS agent in Madison County to FCS agent in Madison County
Dan Fenneman from Ag Agent in Madison Co to Interim CED and Ag Agent in Madison County
Andy Toelle added Interim CED in Union County to his current 4-H in Duval County responsibilities
Wendy Wilber, moved from Alachua County Enviro. Hort. Agent to FL Master Gardener State wide Coordinator
Chris DeCubellis, moved to Associate State 4-H program leader
Basil Bactawar, moved from Union Co. CED to Duval County

Central District

Annual Report



Flagler and Putnam Counties

CED name: Sharon Treen
 New hires: Tony LaPlaca, Agriculture Assistant, Magen Plymel, FNP PA, Putnam County
 Departures/retirements: none
 Vacancies: none
 Promotion/permanent status: none
 Potential new ESP members (3 yrs plus): Mark Warren, Crystal McCazzio, Wendy Lynch
 Personal announcements: none
 Budget issues: Both county budgets are stable.
 Emerging issues or trends: none

Hernando and Sumpter County

CED name: Dr. Stacy Strickland
 New hires: none
 Departures/retirements: none
 Vacancies: none
 Promotion/permanent status: Scott Taylor, in process; Martha Maddox – EA IV
 Potential new ESP members (3 yrs plus): Cami McAvoy
 Personal announcements: none
 Budget issues: none
 Emerging issues or trends: none

Lake County

CED name: Juanita Popenoe
 New hires: none
 Departures/retirements: none
 Vacancies: none
 Promotion/permanent status: none
 Potential new ESP members (3 yrs plus): none
 Personal announcements: none
 Budget issues: status quo
 Emerging issues or trends: none

Marion County

CED name: David Holmes
 New hires: Margaret Carden, 4-H agent; Jack Lecroy, Florida Friendly Landscape
 Departures/retirements: none
 Vacancies: none
 Promotion/permanent status: none
 Potential new ESP members (3 yrs plus): none
 Personal announcements: none
 Budget issues: none
 Emerging issues or trends: none

Orange County

CED name: Richard Tyson, Ph.D.
 New hires: Jamila Adams, FCS
 Departures/retirements: none
 Vacancies: none
 Promotion/permanent status: none
 Potential new ESP members (3 yrs plus): none
 Personal announcements: none
 Budget issues: level funding
 Emerging issues or trends: none

Osceola County

CED name: James Fletcher
 New hires: Grantly Ricketts, Horticulture; Gabriela Mursa, FCS; Eva Pabon, Horticulture Agent; Jessica Sprain, 4-H Stem Agent; Johanna Ramirez, FCS
 Housing/Finance
 Departures/retirements: none
 Vacancies: none
 Promotion/permanent status: none
 Potential new ESP members (3 yrs plus): none
 Personal announcements: none
 Budget issues: status quo
 Emerging issues or trends: none

Seminole County

CED name: Barbara A. Hughes
New hires: Andrea Likens, FCS, RDA
Departures/retirements: Matt Lollar
Vacancies: Sustainable Agriculture Extension Agent
Promotion/permanent status: none
Potential new ESP members (3 yrs plus): Shane Michael, Bridgete Alfonso, Gabbie Milch
Personal announcements: We had TWO WEDDINGS this year! 4-H Agent Bridgete McKenna is now Bridgete Alfonso and FCS Agent Andrea Taufer is now Andrea Liken.
Budget issues: We are good so far! Final decision in Sept.!
Emerging issues or trends: Water, Bee shortage, 4-H has more responsibilities, Fertilizer ordinances

St. Johns County

No report submitted

Volusia

CED name: David Griffis
New hires: Lisa Hamilton, Housing/Finance/Nutrition
Departures/retirements: none
Vacancies: none
Promotion/permanent status: none
Potential new ESP members (3 yrs plus):
Personal announcements: none
Budget issues: Looks good so far
Emerging issues or trends: Water is on everyone's mind

South Central District



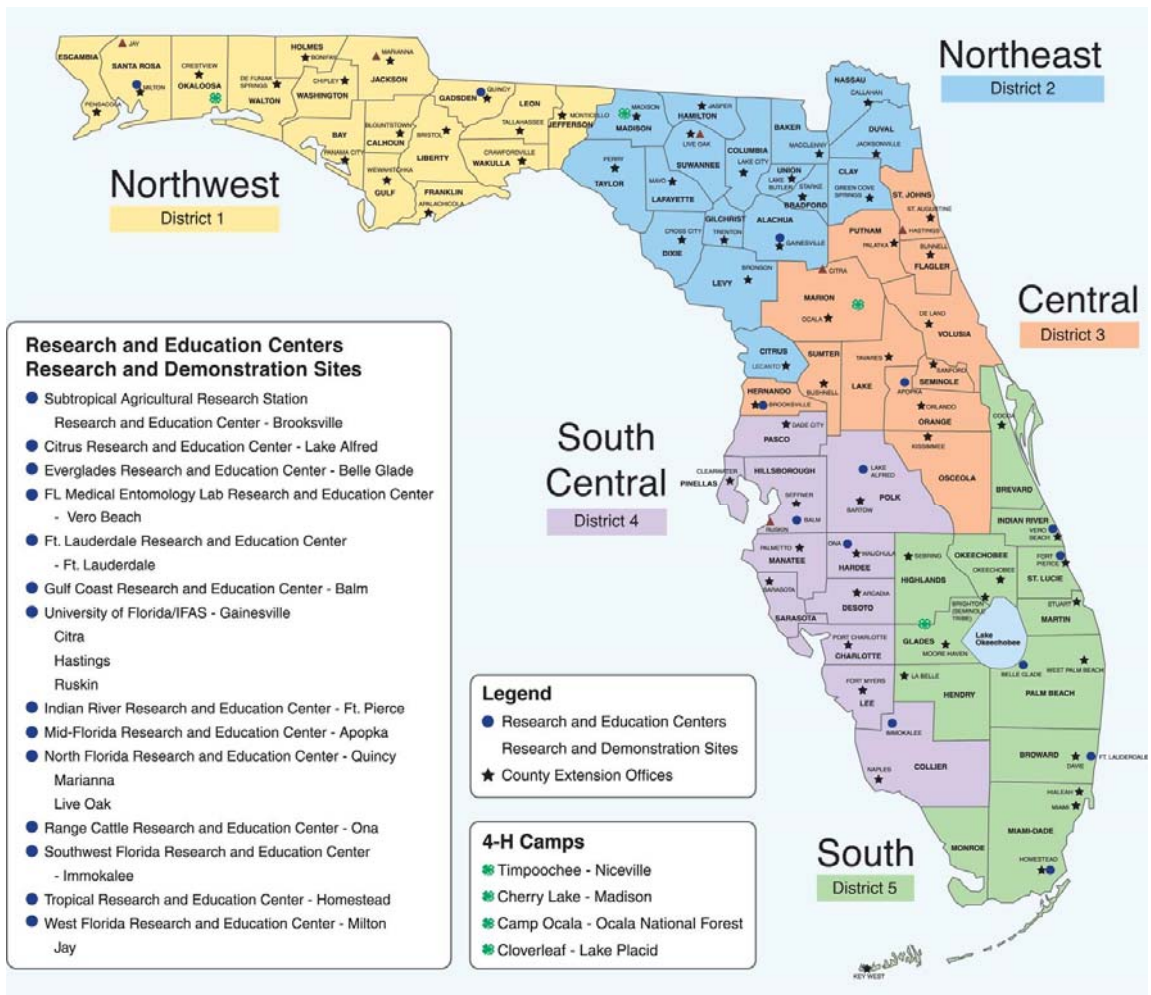
No report

South District Report



State District Director's Report

State District Director's Report





Board Meeting Minutes

Approved 12/15/14

Alpha Delta Chapter - Epsilon Sigma Phi Summer Board Meeting

Wednesday July 21, 2014 – 10:00-11:00 AM

- Call to Order** **President** Dan Culbert called the meeting to order at 10:05 am
- Roll Call** **Secretary** Will Sheftall determined that a quorum of voting officers and directors was present: President Dan Culbert, Past-president Robert Halman, President-elect Tracy Tesdall, Secretary Will Sheftall, NW District Director Jennifer Bearden, Central District Director LuAnn Duncan, and South District Director Christine Kelly-Begazo
- Committee Chairs present were: Linda Seals, Basil Bactawar.
- Minutes** **Approval of Minutes:** Minutes of the past two Board meetings (Winter – Monday March 3, 2014; and Spring – Wednesday May 28, 2014) had been circulated by the Secretary for review.
- Robert Halman moved approval of both sets of Minutes; Christine Kelly-Begazo seconded the motion. The motion passed unanimously.
 - For reference, Dan Cullbert had circulated his proposed 2014 Annual Meeting Agenda to the Board prior to the meeting.
- Correspondence**
- Jennifer Gillette-Kaufman has notified the Board that she will be unable to continue as Chapter Webmaster. Scott Jackson and Dan Culbert have administrator rights, and can continue to maintain the site.
 - Dan Culbert reported that Linda Cook would like to step down as Life Member Director.
 - As reflected in the Spring Board Meeting Minutes, South Central District Director David Shibles will step down in August at EPAF. Past-president Robert Halman is taking nominations to fill this position by election at the Annual Meeting.
- Treasurer's Report** – Lori Wiggins was unable to attend the meeting.

Committee Reports
EPAF Report – Dan Culbert & Tracy Tesdall

- ESP Board meeting Monday 1:30-3:00 pm – The sense of those present was that individual communication would be adequate to tie up loose logistical ends, in light of the early departure required for some officers and directors to reach Panama City by early afternoon on Monday.
- ESP Abstract session 1 – Tuesday 11:00 am-2:00 pm.
- ESP General Membership meeting – Tuesday 3:30 [4:00 pm?] – 5:30 pm (before DSA banquet). This portion of the Annual Meeting will cover: the Chapter Annual Report, election of officers and directors, approval of proposed revisions to the Chapter ByLaws, and other business. Dan Culbert proposed, and Robert Halman seconded, that the Chapter's Annual Meeting recognition agenda items be moved to Wed am. These items would be: induction of new members, awards and recognition; retiree life member report. There was consensus on this split of agenda items between the two portions of the Annual Meeting.
- EPAF DSA Banquet - ESP is the host association.
 - We need 6 ESP ticket takers, who Dan indicated can be recruited at the conference.
 - Alex Bolques will be asked by Dan Culbert to offer a thought for the evening.
 - While most of the other aspects of the evening's events are being taken care of by others, e.g. award presenters, Dan asked for suggestions from Board members on how to make this a more memorable event. Processional music and table decorations were discussed. Dan indicated that he will check with Martha Maddox and last year's DSA chair to see if this is doable; Tracy volunteered to help with this. Christine asked if there would already be table decorations and front stage/head table decorations. It was suggested that a local landscaper might be willing to lend foliage plants for the head table/stage area. It is possible that any foliage plants ESP arranges to borrow could be used for the entire conference. Christine indicated that she would be willing to help Tracy with these aspects of the DSA banquet preparations.
- ESP Member Recognition Breakfast, Wednesday @ 6:30-8:00 am (while other association breakfasts are held). This portion of our Annual Meeting will include new member induction, chapter recognition, and officer transition. Mike Davis has the new member induction ceremony taken care of. Dan suggested making the transfer in officers at this meeting. He'll also give Jeffrey Myers the opportunity to make some comments.
- ESP Abstract session 2 – Wednesday 8:15-11:50 am.
- Retiree / Friends Luncheon – Wednesday + EPAF Memorial Service: Alex Bolques will conduct the Memorial Service.
- ESP member Workshop: Life Coaching - Wednesday 2:15–5:00 pm (concurrent with other IST sessions).
- National ESP officer visit to EPAF: Jeffrey D. Myers, National President-Elect
Dan Culbert suggested that we consider conveying Honorary Chapter Membership on Jeffrey Myers. Robert Halman suggested that a non-Extension person might be the envisioned recipient of honorary membership, as opposed to an existing member. Will asked if there might be issues with dual, concurrent chapter membership. Christine suggested we investigate this further, since Honorary Alpha Delta Chapter membership

could be a nice honor. There was not consensus on the appropriateness of moving forward, so Dan suggested that next year's Analyst could look into this as a procedural matter.

Constitution and Bylaws Report – Dan Culbert (appended to these Minutes are the pertinent ByLaws and Rules sections to which changes have been proposed as annotated, as submitted by Committee Chair Brent Broaddus to President Culbert)

- Dan Culbert referenced the previously emailed Bylaw and Rule revision proposals from Brent Broaddus. Any changes the Board wishes to propose to the Membership must be approved today and then forwarded to the general membership along with the official notice of our annual meeting, no later than Sunday July 27th in order to meet the “30 days-prior” notification requirement.
- Dan Culbert reported that Brent had discovered that there is a lack of process for amending the Bylaws. Dan indicated that he has checked some archives and found that there was a Bylaw Article that outlined Amendments in 2002 (General Membership majority vote, 30 days’ notice) but it seems to have disappeared by the 2009 version of our Bylaws.
- Tracy Tesdall moved to propose adoption of all Bylaws and Standing Rules changes except the revisions pertaining to the scope and definition of the Abstracts/Professional Development Committee. Robert Halman seconded her motion. Discussion ensued. LuAnn Duncan concurred with Tracy on the advisability of adding an additional committee for Professional Development, separate from Abstracts and also separate from Resource Development (which had been discussed as a previous Board meeting). The question was not called, and Tracy’s motion died. Christine Kelly-begazo then moved to propose adoption of the Bylaws revisions with the change of adding a new Committee to handle Professional Development, whose scope would be defined using the same language pertaining to professional development that Brent had proposed under the section describing the Abstracts/Professional Development Committee. Linda Seals seconded Christine’s motion; it passed with one 6 in favor, one opposed.
- Tracy Tesdall moved to propose adoption of the changes to Standing Rules; Robert seconded her motion. It passed with a unanimous vote.

Nominating Committee Report – Robert Halman

- Robert reported that he is preparing a secret ballot for the meeting, since 2 names have been submitted thus far for the office of Chaplain (Basil Bactawar and LuAnne Duncan). Basil indicated he would be willing to withdraw his nomination given LuAnne’s interest in the office, but he agreed to stay on the ballot.
- Thus far, Samantha Kennedy is the only nominee to succeed David Shibles as South Central Director.
- Dan Culbert pointed out that if the rotation plan described in the proposed Bylaws revision is approved, we will need to re-elect Northwest, Central, South, and Life Directors. Will suggested that the first rotational elections should logically take place at the first Annual Meeting following approval of the new Bylaws, which would be 2015, at which time the odd-year Director positions would turn over. Robert Halman concurred. There was consensus that this would be the most logical way to implement the new election schedule.

Annual Report – Andy Toelle (not present)

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- Committee & Director's reports are due to Andy on Friday August 8 (send to Andy in Word doc format)

Professional Improvement/Abstracts Report – Stephanie Toelle (not present)

- Abstract Schedule has been sent to those selected.
- Dan Culbert raised the question of whether we want to provide certificates to the ESP Abstracts Session presenters. He indicated that Katherine Allen in previous years had worked up certificates for presenters; Dan said he will ask her if she'd be willing to do it again this year.

Resource Management (Foundation) Report – Dan Culbert (no chair)

- Dan Culbert indicated that he has something to share with the membership on this topic at the Annual Meeting. He plans to make a push for contributions at the ESP Membership Recognition portion of our Annual Meeting.

Retirees/Life Members Report – Linda Cook (not present)

- Dan Culbert reported that Joy Jordan has sent out the *Senior Times* Newsletter with retiree EPAF registration information.
- Dan would like to work with Jennifer Bearden to identify some of the retirees who live in the Panhandle and make personal overtures to them about attending the EPAF conference.

Remaining Officer and Committee Reports – tabled

District Director Reports – tabled

Old Business:

- Extension Faculty Advisory Committee (EFAC will meet this coming week).
- Chapter Handbook - Tracy Tesdall needs Committee members; Tracy has circulated a draft Table of Contents for the handbook.
- Extension Centennial Committee – Dan Culbert reported that a Time Capsule will be assembled and sealed at EPAF. Danielle Treadwell has volunteered to put up an exhibit table at EPAF on which colleagues can place artifacts they wish to contribute, or leave a written piece they have penned, for opening 100 years hence.

New Business:

- Dan Culbert reported that the annual Farm Bureau Dinner will be held 8/12/14 at Austin Cary Forest Conference Center. Dan has a couple of people helping him. EPAF coordinates this and the goal is to have all associations represented. Dan is the Chair of this event as EPAF Chair. Additional help from ESP members who are close by would be welcome.
- Dan requested that interested new/continuing Committee Chairs should contact President-elect Tesdall.
- National ESP Conference - who is going to Indianapolis? October 6-9, 2014, Crown Point Plaza, Indianapolis IN. Dan reported that there is a business meeting to which our chapter can send two voting delegates. One of these representatives will not be Dan, since he will be voting as National Southern Regional VP. There are several chapter members receiving awards who are considering attending. Dan will talk to Mary Keith, Adrian Hunsberger and Betsy Crisp to see if any two of them would be willing to attend as Voting Delegates to represent our chapter.

Upcoming Events:

- Farm Bureau Appreciation Dinner – August 12, 2014, Austin Cary Forest, Gainesville
- 2014 EPAF – Monday August 25th-Friday August 30th, Wyndham Bay Point Resort, Panama City, FL
- JCEP Leadership Conference – February 2015, Las Vegas, NV

Announcements, Questions or Concerns:

- Review National ESP Connection for updates

Next Board Meeting:

- Dan Culbert reported that EPAF does have physical space and a time slot for a special Board meeting in Panama City at EPAF (Monday 8/25, 1:30 pm) if we need one in order to finalize our chapter's activities for EPAF week. It was decided to dispense with an EPAF Board meeting on Aug 25th.

Adjournment

- Tracy Tesdall moved adjournment; Robert Halman seconded. Meeting was adjourned at 10:50 am.

Respectfully submitted,
Will Sheftall, Secretary

Appendix 1 – Proposed Bylaws Changes submitted to the Board by Committee Chair Brent Broaddus:

ARTICLE VIII – Committees and their Function

Section 1. Standing Committees:

The President will appoint members on the basis of interest and abilities to the following committees:

- a. Nominating - Chaired by Immediate Past President
- b. Membership Recruitment and Retention
- c. Public Issues
- d. Resource Development and Management
- e. Global Relations
- f. Memorial
- g. Member Services
- h. Audit
- i. Constitution & Bylaws
- j. Finance
- k. Retirees
- l. Professional Development
- m. Annual Report
- n. Webpage Management

Section 2. Function:

These standing committees shall have the following duties. Additional duties may be assigned by the president. Other special committees, as needed, shall be appointed by the President.

- a. Nominating: to prepare the yearly slate of officers.

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- b. **Membership Recruitment and Retention:** to recruit, retain and involve all ESP members and promote an effective working relationship and spirit of fraternal fellowship.
 - c. **Public Issues:** to educate and inform ESP members about public issues and legislative matters affecting Extension programs and personnel needs.
 - d. **Resource Development and Management:** to generate new ideas for resource development and management in order to maintain, create or enhance professional development activities; to explore opportunities for and obtain new financial resources for professional development activities.
 - e. **Global Relations:** to promote the Extension profession and professionalism worldwide.
 - f. **Memorial:** to present at the annual meeting a remembrance program of those past extension professional that have passed away since the last annual meeting.
 - g. **Member Services:** to administer and provide leadership to ESP's scholarships, loans, and awards programs.
 - h. **Audit:** to audit the books at the end of the fiscal year.
 - i. **Constitution & Bylaws:** to review bylaws annually submit proposed changes to the Board of Directors for review prior to submitting to the membership; to review chapter standing Rules and Policies annually submitting changes to Board of Directors for approval; to review handbook as needed.
 - j. **Finance:** to prepare and submit proposed budget to the Board of Directors.
 - k. **Retirees:** to recruit, retain and involve retirees and promote continued involvement in ESP.

l. **Professional Development:** To promote professional excellence, personal development and leadership development among Extension personnel. Solicit proposals for concurrent session, poster and ESP committee sponsored presentations. Evaluate and recommend concurrent session and poster session proposals and notify applicants. Design and implement additional professional development opportunities. Promote and foster professional improvement through collaboration with professional organizations to which Extension personnel belong. Provide leadership for mentoring activities conducted through Epsilon Sigma Phi.

m. **Annual Report:** to solicit information and reports from the officers and the committee chairmen to compile a comprehensive annual report for distribution to the entire membership.

n. **Website Management:** To keep the membership up to date with all association business through routine website updates

ARTICLE XV – Amendments

These Bylaws may be amended at any annual or special meeting by a two-thirds vote of the members present providing members were notified of suggested changes thirty days prior to the meeting.

Appendix 2 – Proposed Standing Rules Changes submitted to the Board by Committee Chair Brent Broaddus:

1. Standing rules may be adopted at the annual ESP Alpha Delta Chapter membership meeting by a majority vote of the voting delegates present and voting. Standing rules may be amended or rescinded by a two-thirds vote without previous notice or a majority vote after previous notice. Standing rules may be suspended temporarily by a majority vote. Standing rules will be formally reviewed every other year (even-numbered years) by the ESP Alpha Delta Chapter Board.

2. **Officer Nominations and Elections Process**

Election of officers is held at the annual membership meeting.

Terms of Office

- The Treasurer shall be appointed annually by the President with the ratification of the membership with the option of re-appointment. All other officers are elected annually.
- District Directors will be elected according to the following schedule:
 - Even numbered years: Northwest, Central, South, and Life Member Director.
 - Odd numbered years: Northeast, South Central, and State Specialist Director.

3. **Annual Budget**

The voting delegates at the annual ESP Alpha Delta Chapter membership meeting shall adopt the budget for the forthcoming year.



Alpha Delta Chapter - Epsilon Sigma Phi **Fall Board Meeting**

Monday, December 15, 2014 – 1:30-2:30 PM

Approved Minutes (Approved May 28, 2015)

Approved

Call to Order **President** Tracy Tesdall called the meeting to order at 1:34 pm

Roll Call **Secretary** Michael Davis determined that a quorum of voting officers and directors was present: President Tracy Tesdall, Past-president Dan Culbert, Secretary Michael Davis, Analyst Alex Bolques, Chaplain Basil Bactawar, Northeast District Director David Nistler, Central District Director LuAnn Duncan

Committee Chairs present were: Basil Bactawar and Alex Bolques.

Minutes **Approval of Minutes:** Minutes of the Summer Board Meeting Board meeting (Wednesday July 21, 2014) had been circulated by the Secretary for review.

- Motion to approve the minutes from July 21, 2014 was made by Dan Culbert. Second provided by Georgene Bender. Motion passed unanimously.

Correspondence

- None

Treasurer's Report – Lori Wiggins was unable to attend the meeting.

Audit Report – No report given.

Committee Reports

Southern Region Report – Dan Culbert, Southern Region Vice-President

- National Board meets on a monthly basis via telephone call. If you have information that is of interest at the National level, please contact Dan Culbert by the 1st of the month.
- National Board resignation – Western Region Vice-President stepped down. Donna Gillespie (Idaho) will fill the remainder of the term.
- National ESP Meeting will be held in Idaho in 2015 (Omega Chapter is the host Chapter).
- JCEP abstracts have been selected, presenters have been notified and the abstracts have been posted to the JCEP website. JCEP Conference is in Las Vegas this year.

- Galaxy V will not occur. Plan to have periodic conferences with a topic of national importance. Will be discussed more at JCEP Conference.
- National ESP Board is going through a strategic planning process. Chance for members and non-members to provide input as to what ESP needs to accomplish. Survey in early January for members on what they hope to get from ESP.
- Scholarships, Grants and Recognition Committee – have made some changes to applications: 1) implication is given that when you apply for an award you are giving permission to share that application with others. Also encourage National Award Winners to attend the National Conference. Looking at applications for scholarships (PILD, Professional Development, etc.).
- Fundraising was successful in 2014, raised approximately \$13,000.00 at the National Conference.
- All Southern Region Chapters are interested in webinars for professional development to complement the National Meeting.

EPAF Report – Tracy Tesdall

- Tracy Tesdall and Will Sheftall attended the EPAF Board Meeting held on October 23, 2014.
- Will decide dates for the 2016 EPAF Meeting during the February 2, 2015 Board Meeting.
- Much of the meeting was spent going over the evaluations.
- Exhibit space for the 2015 EPAF Meeting in Naples will be limited.
- There will be a Leadership Training during the Board Meeting on February 2, 2015. The training will be conducted by Drs. Hannah Carter and Cindy Sanders.
- Discussion about having a 5K Run/Walk at the beginning of EPAF.
- Was discussion at the meeting concerning the resolution sent by ESP concerning the dates of EPAF.
 - Indicated that the Deans have paid attention to this concern and it will be noted.
 - Also noted that the cost is lower if we have the meeting after Labor Day.
 - Also indicated that the Dean's schedule does have an impact on EPAF timing.

Member Services and Awards – Karen Miliffe, Chair

- Need additional judges to be on the Member Services Committee.
- Ask that District Directors send request to membership.
- Due Dates and Award information will be sent via email

Global Relations – Basil Bactawar, Chair

- A series of training programs are being held on “Strengthening the Global Dimension in Florida Cooperative Extension”. Three sessions will be held in 2015 beginning with Session I on January 6-8 in Gainesville. Session II will be held on February 25 via polycom and Session III will be on May 19-21, 2015, location TBD.
- Working with Caribbean Extension to help them to establish their organization.

Membership Recruitment & Retention – Alex Bolques, Chair

- As of November 10, 2014 we have 50 Annual Members and 2 Life Members who have paid dues.
- There are another 31 invoices that are being processed as of December 15.

Retirees and Life Members – No Report, Position currently vacant.

EPAF Memorial Service – Basil Bactawar, Chair

- As of December 15, 2014, there are two names that have been submitted for the EPAF Memorial Service:

- Emily King – passed on August 23, 2014. Faculty member of UF from 1969-1979, retired as Professor Emeritus.
- Albert Emil Kretchemer, Jr. – passed on October 8, 2014. Professor of Agronomy for 46 years at UF Agricultural Research Center in Ft. Pierce. Retired in 1998.
- Please send any additional names to Basil Bactawar for inclusion in the EPAF Memorial Service.

Public Relations – Linda Seals, Chair

- The 2015 Public Issues Leadership Workshop (PILD) is scheduled for April 12-15, 2015 in Crystal City, VA. Please consider attending.

Nominating Committee – Dan Culbert, Chair

- No Report at this time.

Annual Report – Andy Toelle, Chair

- No Report at this time.

Constitution and Bylaws Report – Brent Broaddus, Chair

- No Report at this time.

Professional Improvement Report – Mary Campbell, Chair (not present)

- No Report at this time.

Abstracts Report – Georgene Bender, Chair

- Gathering information and looking for members to review abstracts in the spring.

Website Committee – Dan Culbert, Chair

- Please report any broken links or other website issues to Dan Culbert.
- Also looking for someone to take over the Website Committee on a full time basis.

Resource Management (Foundation) Report – Debbie Nistler, Chair

- We will do the High 5 and High 10 again this year.
- Get a strong application to Nation for a future year.

Old Business:

- Chapter Handbook – Dan Culbert has been working on the Chapter Handbook.
 - Will report on progress at the next Board Meeting.
 - Looking for volunteers to help complete the Chapter Handbook.
- National ESP Conference, Indianapolis, October, 2014
 - 2015 Conference will be in Idaho.

New Business:

- JCEP Leadership Conference – February 11-13, 2015 – Las Vegas
- Extension Faculty Advisory Committee
 - Meet in February

District Director Reports

- NW District – No Report
- NE District – David Nistler – Hiring a new CED in Clay County, interviews in late January. Amanda Marek, Agriculture Agent in Nassau County has left UF | IFAS.

-
- Central District – LuAnn Duncan – Laura Rower in Osceola County is resigning, Kathy Bryant from Volusia County is retiring, Amy Peterson moved from Orange County to Alachua County, FNP has an opening in Orange County.
 - South Central District – No update from District
 - South District – No Report
 - State Faculty – No Report

Upcoming Events:

- JCEP Leadership Conference – February 11-13, 2015, Las Vegas, NV
- The 2015 Public Issues Leadership Workshop (PILD) is scheduled for April 12-15, 2015 in Crystal City, VA
- EPAF 2015 – August 31 – September 4, Naples, FL.
- National ESP Conference, October 4-7, Idaho.

Announcements, Questions or Concerns:

- Dan Culbert asked if the Alpha Delta Chapter would be interested in putting in a bid for the 2017 National ESP Conference. Dr. Place was asked if he would support the conference. He indicated that he would conceptually endorse the conference. Georgia and North Carolina are putting together bids for the conference. After discussion of the possibility, the general consensus from the attendees was that they would not be interested in putting in a bid for the 2017 National ESP Conference.

Next Board Meeting:

- Next Meeting Scheduled for April. Doodle poll will be sent out in February or March to schedule the meeting.

Adjournment

- David Nistler moved adjournment; Brent Broaddus seconded. Meeting was adjourned at 2:40 pm.

Respectfully submitted,

Michael Davis, Secretary



Alpha Delta Chapter - Epsilon Sigma Phi Spring Board Meeting

Thursday, May 28, 2015 – 1:30-2:30 PM

Approved

Call to Order **President** Tracy Tesdall called the meeting to order at 1:38 pm

Roll Call **Secretary** Michael Davis determined that a quorum of voting officers and directors was present: President Tracy Tesdall, President-Elect Will Sheftall, Past-president Dan Culbert, Secretary Michael Davis, Treasurer Lori Wiggins, Analyst Alex Bolques, Chaplain Basil Bactawar, Northeast District Director David Nistler, Central District Director LuAnn Duncan, Northwest District Director Jennifer Bearden, State Faculty Amy Harder, Karen Miliffe, Member Services and Awards

Committee Chairs present were: Mary Campbell.

Minutes **Approval of Minutes:** Minutes of the Winter Board Meeting Board meeting (Monday December 15, 2014) had been circulated by the Secretary for review.

- Motion to approve the minutes from December 15, 2014 was made by Alex Bolques. Second provided by Lori Wiggins. Motion passed unanimous.

Correspondence

- None

Treasurer's Report – Ninety-two membership renewals, 16 New Members and 3 New Life Members. Current income minus expenditures is \$2383.49. Budget sheet with income and expenditures is attached at the end of the minutes. Reimbursement for Jeff Myers from National for 2014 EPAF Conference will be submitted by Lori Wiggins.

Audit Report – No report given.

Committee Reports

Scholarship Winner Request – Marjorie Moore, 2014 Scholarship Winner of \$400 has requested to be able to use the money for the NEAFCS Conference in West Virginia (November 2-5, 2015). She was not able to use the money for a previous Conference. ESP By-Laws state that the money should be used before the next EPAF Meeting so that a report can be given. Marjorie is asking for an exception to this by-law for the above purpose. Dan Culbert moved to suspend the rule for this occasion to let Marjorie use the funds for the

NEAFCS Conference. Will Sheftall seconded the motion to allow for discussion. Will proposed that we not circumvent the by-laws, but make a budget amendment to move the unused money from last year's budget to this year to allow Marjorie to use it by re-awarding the scholarship. Dan Culbert withdrew his previous motion and Will Sheftall withdrew his second. Will Sheftall made a motion to amend the budget and re-award the scholarship as described above. Second provided by Dan Culbert. This will cause there to be two scholarship reports given at EPAF 2016 and no report given at EPAF 2015. Motion passed unanimously.

EPAF IST Report – Mary Campbell and Will Sheftall: In-Service Training was approved for EPAF (How to Git-R-Done: Personal Energy Management Skills Workshop). Want to be combined with another workshop on Wellness. Will be a total of 4 hours of In-Service Training. There will be a minimum of 10 people needed to sign up for the IST. Christopher Jones will be presenting. He is a County Agent in Arizona (Ag. & Nat. Res.). Need a budget discussion to determine if the Chapter will be able to cover some expenses along with funding from the Dean. There is \$500.00 available that was budgeted for the PILD Conference that was not used this year. Motion was made by Will Sheftall that we add an expense line for Professional Development support for \$500. This would take the \$500 that will not be used by the PILD line. We would zero out the PILD line. This would not affect the overall budget. The motion also included that if there are monies left over from the Professional Development Grant from last year, we would use those funds as well. Discretion awarded to Executive Committee. Motion passed unanimously.

Southern Region Report – Dan Culbert, Southern Region Vice-President

Last fall, ESP President [now Past President] Jeff Myers visited the EPAF Conference in Panama City FL. Many our members had a chance to get to know and work with Jeff. I wanted you to know that his father passed away recently; Robert Myers was a Maryland Dairy farmer and was 88 years old. Let me know if you would like Jeff's address.

The national ESP **election of officers** for 2015-16 was recently completed; the following are the results:

- ESP National 2nd Vice President - 4 year term from the Northeast Region: **Elizabeth Claypoole** - New York / Lambda Chapter
- Northeast Region Vice President - 2 year term: **Beth Raney** - Pennsylvania / Alpha Omicron Chapter
- Western Region Vice President - 2 year term: **Rusty Collins** - Colorado / Zeta Chapter

These new officers will be installed at the National meeting in October.

I would note that *next year* the Southern Region will be selecting a Regional VP to take over the position I now hold for the next 2-year term; and, a National Second VP from the South will enter the rotation for a 4-year term of office.

At the Board's Mid-year meeting in New Orleans, significant progress on the **National ESP Strategic Plan** was made. The plan will be a three year (rather than a 5-year) plan in order that there is some personal continuity among the officers. The plan helps our committees establish annual goals and objectives. The Plan will be approved at the 2015 National meeting in Idaho.

National ESP Award winners were recently announced on the website:

- This year's Ruby Award winner is Dr. Karen Bruns from Ohio State University Extension
- Florida's nominee for a **National Early Career Award** winner was selected; congratulations are in order for the Alpha Delta Chaplin *Basil Bactawar*.
- Florida's **Friend of Extension** nominee, *Ron O'Conner* of Farm Credit has been selected for National ESP recognition. The Alpha Delta Chapter will be asked to help underwrite his expenses for attend the Awards' program in Idaho.
- *Eleanor Foerste* submitted a proposal for a **Professional Development Grant** for an International Study Program grant for net spring; happy to say that it was funded by National ESP.
- There is one more **Angus Scholarship** to be awarded within the next two weeks – *Will Sheftall* is one of the three applicants. Also there are three applications for four **Reddinger Administrator** Scholarships – none has been submitted by Alpha Delta – the deadline to apply has been moved to *June 15*.
- I would note that whoever is going to PILD next year should apply for a **PILD scholarship** if they have not been to this conference before.

As a **summary of the Awards programs**, the Southern region had submitted applications for all categories of recognition this year, except for the Ruby award. The Alpha Delta Chapter did not have any 2014 nominees to put forward in the following categories: Visionary Leadership, Diversity Individual, Distinguished Service Award, or Continued Excellence Award. I hope that the Chapter Member Services Committee was able to generate worthy applicants in all ward categories this year.

At the ESP Mid-year Board meeting, it was announced that the National JCEP board now includes membership from the National Association of Extension Program & Staff Development Professionals (NAEPSDP). Our National Board also conducted an evaluation of our ESP National Director Bob Ohlensehler and his staff assistant, and will be providing a 3% increase in the contact amount effective as of January 1st 2016.

National Conferences

- 2015 is scheduled for October 3-7, 2015 in Coeur d' Alene, Idaho. Conference registration will begin June 1. Look for more information on the Conference website as well a Conference Facebook page; the next issue of the newsletter, *ESP Connection* will also have more details. Hotel cost is \$119/night.
- In 2016 the conference will be hosted by the Rutgers University Chapter in Cape May NJ. Tentative dates are October 23-28.
- Two bids for the 2017 conference were reviewed by the board from Georgia and North Carolina. The board selected Wilmington NC as the site for the next conference in the South; the tentative dates are October 8-12, 2017.
-

A **Resource Development webinar** will be held on *June 2 at 1 PM EDT*, hosted by the Missouri ESP Chapter and the resource Development Committee. Details on where to sign up can be found on the National website. This committee is also planning to make the annual conference fundraising program more of a year round process.

The Marketing Committee, including Mary Keith, has developed an **ESP marketing kit** which will become available at the Idaho Conference.

And in Celebration of the 125th anniversary of the **1890 Land Grant Universities**, the ESP Board accepted the challenges to do a 1.890 mile wellness walk at our Mid-year meeting.

We also approved a new scholarship program to help send ESP members that work at 1890 institutions to the National ESP Conference. Details will be available soon.

Please feel free to offer any ideas or suggestions you may have to strengthen the fraternity through your chapter officers, and I would also be very happy to send your ideas forward to your National ESP Board as well.

EPAF Report – Tracy Tesdall and Will Sheftall

- EPAF Board has met Feb. 2 and May 5, 2015
- Payment is due August 21st for EPAF.
- Dean is providing \$550 per person for attending.
- Keynote Speaker will be David Horsager.
- Will be a trolley available for local transportation.
- Looking for EPAF auction items.
- Exhibits and Displays due June 24.
- Theme for EPAF is: “Eyes on the Future, On Beyond the 100”
- Check out the field trips for EPAF.
- Cannot make reservations for Sunday night through the system.
 - Call the hotel directly.
- ESP is hosting the Retirees Luncheon, along with Memorial Service

Member Services and Awards – Karen Miliffe, Chair,

- Award Recognition will go out June 1st.
- There were some gaps in terms of Award Applicants.
- The Committee would like feedback as far as getting more people to apply for awards.

Global Relations – Basil Bactawar, Chair

- A series of training programs are being held on “Strengthening the Global Dimension in Florida Cooperative Extension”. Three sessions were held in 2015 beginning with Session I on January 6-8 in Gainesville. Session II was held on February 25 via polycom and Session III was held on May 19-21, 2015, in Miami.
- There were recommendations and they were given to the Dean. A full report will be available by end of the year annual report.

Membership Recruitment & Retention – Alex Bolques, Chair

- Alex submitted the membership report to National in January.
- 63 Renewing Members, 16 New Members, 2 New Life Members (One of the renewing members has shifted to Life Member with the retirement of Dan Culbert). The new count is 62 Renewing Members, 16 New Members, and 3 New Life Members.

Retirees and Life Members – No Report, Position currently vacant. Will ask Ray Zerba to serve the chapter in this role. Ray serves the EPAF Board in this capacity. Other possibilities: Mary Keith and Celia Hill

EPAF Memorial Service – Basil Bactawar, Chair

- At this time there are a total of 9 persons that will be memorialized at the Service.
 - Emily King
 - Albert Emil Kretchemer, Jr.
 - Dr. Gary W. Simone
 - Dr. Herb Chapman
 - Grant Godwin

- Jack Spears
 - Leonard Polhil
 - Adam Tucker
 - Maurice Scott
- Is continuing to work on the list and the service for EPAF.

Public Relations – Linda Seals, Chair

- Tracy attended the PILD Conference in April in Washington, D.C. with Dean and representatives from other organizations.
- Visited all of the congress people from FL. Gave them information about IFAS and Extension.
- Database started to give background information on representatives. Heidi Copeland is in charge of collecting this info for the Dean..

Nominating Committee – Dan Culbert, Chair

- No Report at this time.
- Discussion about Chaplain for upcoming year. Deficient in FCS faculty and faculty from Central portion of the state.
- Possible candidates are being looked at during this time. Jonel Bosques was mentioned as a possibility.

Annual Report – Andy Toelle, Chair (not present)

- No Report at this time.

Constitution and Bylaws Report – Brent Broaddus, Chair (not present)

- No Report at this time.

Professional Improvement Report – Mary Campbell, Chair

- Possibly send out a survey to ESP Membership to determine their interest in Professional Development opportunities.
- Will send survey to Mike Davis to distribute to the ESP Membership.
- Reach out to National ESP to determine if they can help with Professional Development ideas and possible advertisement.

Abstracts Report – Georgene Bender, Chair

- Reviewers have until June 4th to make selections.

Website Committee – Dan Culbert, Chair

- Jennifer Gillette-Kaufman has agreed to do the website for this year, but we will need to recruit someone for next year.

Resource Management (Foundation) Report – Debbie Nistler, Chair (not present)

- No Report

Old Business:

- Chapter Handbook – Dan Culbert has been working with Tracy Tesdall on the Chapter Handbook.
 - Will report on progress at the next Board Meeting.
 - Looking for volunteers to help complete the Chapter Handbook.
 - Table of Contents has been reviewed and rewritten.
 - Maybe it is possible for exiting officers could give a quick briefing to incoming officers on their responsibilities.

New Business:

- JCEP Leadership Conference – Las Vegas in February 10 & 11, 2016
 - Dan Culbert nominated Mike Davis to go to the conference. There is a conflict for him, however, because of the Florida State Fair Poultry Judging Contest.
- Extension Faculty Advisory Committee (Tracy)
 - Met in February
 - Valuable committee to be on (Leadership of the Associations)
 - Sent out emails requesting issues to be shared with the Dean.
 - Recommend Mike Davis to serve in this capacity for 2015-2017.
- Requested that each committee chair develop a succession plan for their position.
 - Responsibility of the President to name and nominate the chairs.
- National ESP Conference Delegates
 - Will Sheftall is planning to go to Idaho.
 - Dan will be there but representing the national Board, not Florida
 - Will work on getting Basil Bactawar to go to receive award and represent the Board.
- PILD Delgates (April)
 - Nominated Mike Davis to attend in 2016. Will depend on the dates of the FFA Poultry Judging Contest.
 - Mike will let the rest of the leadership know about dates as soon as he gets them.
- Mike Davis will attend the EPAF Post-Conference Board Meeting in Naples.
 - This will start his term on the EPAF Board.

District Director Reports

- NW District – Jennifer Bearden – District 1 has many new hires, will work on recruitment to ESP.
- NE District – David Nistler – New CED in Clay County, Brad Burbaugh, starting June 1. Sydney Hayter in Duval County is leaving in June. Nassau County is filling the vacant Ag position.
- Central District – LuAnn Duncan – No Report at this time.
- South Central District – Samantha Kennedy – No report at this time.
- South District – Christine Kelly-Bagazo - No Report at this time.
- State Faculty – Amy Harder – Would like to reiterate the request to bring more value to members throughout the year so that attending the annual ESP Conference is not the primary way for people to benefit from the membership, including regular emails concerning National ESP events. Reminder that Amy will be stepping down after the next ESP Board Meeting and Jennifer Gillette-Kaufman will move into the State Faculty Director role.

Upcoming Events:

- EPAF 2015 – August 31 – September 4, Naples, FL.
- National ESP Conference, October 4-7, Idaho.
- PILD – April 2016
- JCEP – February 10 – 11, 2016, Las Vegas, NV

Announcements, Questions or Concerns:

- None

Next Board Meeting:

- Next Meeting Scheduled for July/August. Doodle poll will be sent out in June/July to schedule the meeting.

Adjournment

- Mike Davis moved adjournment; Alex Bolques seconded. Meeting was adjourned at 3:30 pm.

Respectfully submitted,
Michael Davis, Secretary



Epsilon Sigma Phi - Alpha Delta Chapter

Your Key to Professional Excellence - in Florida

Proposed Budget for Fiscal Year (10/1/14-9/30/15)

| Income | Budgeted 2014-15 | |
|---|-----------------------------|--------------------|
| Membership Dues | | |
| Renewals @ \$60 | \$ 6,000.00 | 5,520.00 |
| New @ \$70 | \$ 980.00 | 1,120.00 |
| Life @ \$200 | \$ 200.00 | 600.00 |
| High Five | \$ 250.00 | 390.00 |
| High Ten | \$ 250.00 | 425.00 |
| Interest Income | \$.50 | .16 |
| FAEP Auction-2014 | \$1,000.00 | 1,747.28 |
| National Endowment Donation | \$ 0 | 0 |
| JCEP Workshop Funds | \$ 300.00 | 500.00 |
| Total Income | \$ 8,980.50 | \$10,302.44 |
| Expenses | | |
| Recognition: Certificates / Pins (Initiation) | \$ 100.00 | |
| Plaques | \$ 200.00 | 221.00 |
| Scholarships | \$ 800.00 | 400.00 |
| Friend of Extension Award | \$ 400.00 | 714.00 |
| Public Policy Conference (PILD)-Public Issues Chair | \$ 500.00 | |
| ESP Annual Meeting - President | \$ 1,300.50 | |
| JCEP Meeting – President Elect - President | \$ 800.00 | 1,343.84 |
| ESP National Dues | \$ 4,830.00 | 5,200.00 |
| Life Member Committee | \$ 25.00 | |
| Office Expenses | \$ 25.00 | 40.11 |
| National Endowment Donation | <u>0</u> | <u>0</u> |
| Total | \$8,980.50 | \$7,918.95 |
| Income - Expenses | 0 | |

Submitted by:
Lori Wiggins, ESP Treasurer - Taylor County FCS Extension Agent III

Appendixes

Constitution, By-Laws, and Standing Rules

2014-15 Active Membership List

2014-15 Life Member List

2015-16 ESP Membership Invoice

2015-16 ESP New Member Application

2015-16 ESP New LIFE Member Application

ΕΣΦ ΑΔ

ALPHA DELTA CHAPTER CONSTITUTION

Article I - Name

The name of this organization shall be the Alpha Delta Chapter, Epsilon Sigma Phi, National Extension Fraternity.

Article II - Purpose

Section A

The purpose of this association shall be exclusively charitable and educational within the meaning of section 501(c)(3) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Internal Revenue Law).

Section B

This purpose includes, but is not limited to:

1. maintaining the standards and ideals, preserving the traditions and upholding the morale, prestige and respect of the Cooperative Extension Service; and,
2. developing an effective working relationship and a spirit of fraternal fellowship among the present and past employees of the Cooperative Extension Service.

Article III - Membership

Section A

Qualifications:

1. duly elected faculty, professional and administrative staff who have held full or part-time Extension appointments for a total of three or more years (the three-year requirement does not apply to ESP members in other states transferring to Florida); and,
2. have displayed a cooperative and helpful attitude toward fellow Extension employees, demonstrated competency in assigned fields of responsibility; and,
3. exhibited ability in educational techniques essential to the conduct of an effective Extension program.

Section B

Classification:

1. Active: Active members are those who are engaged in professional Extension work and who have met all qualifications of membership;
2. Life: Active Alpha Delta Chapter members may become life members upon their retirement from Extension work.

Section C

Election:

1. Membership shall be on the basis of a ninety percent (90%) favorable vote by the eligible voters who properly mark and cast their ballot.

Section D

Eligible Voters - All active members.

Section E

Voting:

1. Membership voting may be taken by mail, an alternative method or at any annual or called meeting or a combination in compliance with the requirements stated below; and,
2. The vote shall be reported not later than at the next annual meeting of the fraternity after the membership has been proposed.
3. Alternative provisions for the process of the membership to cast their votes shall be adopted at the discretion of the board of directors.

Section F

Membership Criteria

1. Acceptance of membership by the newly elected member shall be acknowledged in writing and accompanied by the initiation fee, prior to the date of initiation; and,
2. A person may withdraw from membership by notifying the Secretary in writing; and,
3. Any member who fails to pay annual dues shall be dropped from membership in the fraternity and shall be so notified in writing by the Secretary; and,
4. Any member may be expelled from the fraternity for failure to observe the obligation or for conduct unbecoming a member of the fraternity; and,

5. Charges may be referred in writing, signed by two members; and,
6. These charges shall be reviewed by the membership committee which will investigate the charges and report to the fraternity, making a recommendation and,
7. An accused member shall have right of personal hearing and to file evidence in regard to preferred charges; and,
8. Expulsion from the fraternity shall require that three-fourths of all eligible voters, as defined above, cast their ballots with a simple majority showing support of the motion to expel.
9. Reinstatement - Any member whose membership has lapsed may be reinstated by paying regular dues and a reinstatement fee of \$10.00. Retirees are exempt from paying the reinstatement fee.

Article IV - Officers

The officers of this organization shall consist of a President, President-Elect, Secretary, Treasurer, Annalist, Chaplain and Immediate Past President.

Article V - Meetings and a Quorum

Section A

An annual meeting shall be at the time of the annual Extension Professional Associations of Florida, Inc. meeting.

Section B

Special meetings shall be held upon call of the President or upon written request of twenty percent of the members.

Section C

A Quorum - 15% of the paid membership shall be present to constitute a quorum at any called or special meeting of the membership.

Article VI - Initiation Fees and Dues and Changes

Section A

Initiation fee - For this chapter it shall be set annually and will include state and national dues for one year.

Section B

State and National Dues - Shall be payable to the Secretary prior to the annual chapter meeting.

Section C

Changes - Made by the National Council in dues and/or fees will automatically apply to the local chapter.

Article VII - Emblem and Membership Card

Section A

The official emblem shall be that adapted by the National Council of Epsilon Sigma Phi.

Section B

Each member will be provided with a membership card signed by the local chapter secretary and the national organization secretary.

Article VIII - Amendments

This Constitution may be amended at any annual or special meeting by a two-thirds vote of the members present providing members were notified of suggested changes thirty days prior to the meeting.

History:

Changes approved 10/19/09

ΕΣΦ Δ

ALPHA DELTA CHAPTER BYLAWS

ARTICLE I – Name and Mission

ARTICLE I – Name and Mission

Section 1. Name:

The name of this organization shall be Alpha Delta Chapter, Epsilon Sigma Phi, The National Honorary Extension Fraternity, herein referred to as ESP.

Section 2. Mission:

ESP is dedicated to fostering the standards of excellence in the Extension System and developing the Extension Profession and professional.

ARTICLE II - Purpose

Section 1. Purpose:

The purpose of ESP is:

- a. to serve exclusively as a charitable and educational organization within the meaning of Section 501(c)(3) of the Internal Revenue code of 1954 (or the corresponding provision of any future United States Internal Revenue Law).
- b. to recognize excellence in the Extension community.
- c. to provide opportunity for networking, fellowship and collaborative efforts.
- d. to foster leadership development through mentoring Extension professionals in the philosophy and professional practice of Extension education.
- e. to facilitate professional development.

ARTICLE III – Membership

Epsilon Sigma Phi is an equal opportunity/affirmative action fraternity. Epsilon Sigma Phi is committed to the active involvement of all its members regardless of race, color, sex, age, religion, national origin, disability, or veteran status. Epsilon Sigma Phi values and seeks a diverse membership.

Section 1. Qualifications:

The membership of ESP shall consist of duly installed faculty, professional and administrative staff who have held full or part-time Extension appointments for a total of three or more years on June 1, and who shall have displayed a cooperative and helpful attitude toward fellow Extension employees, demonstrated competency in assigned fields of responsibility, and exhibited ability in educational techniques essential to the conduct of an effective Extension program.

Section 2. Classes:

There shall be three classes of membership: A) member, B) honorary, and C) life.

- a. MEMBER. An Extension professional (currently employed by or retired from an entity of the Cooperative Extension System) has exhibited excellence in programming and leadership. Members continue to provide leadership and excellence in Extension programming throughout their career and during retirement.
- b. HONORARY. May be named upon recommendation of the ESP officers and approval by two-thirds of members present and voting at the annual meeting of the Chapter. Honorary members will not pay membership dues to the Alpha Delta Chapter. A proposal of honorary membership must be accompanied by a detailed statement showing the "meritorious service" it is proposed to recognize.
- c. LIFE MEMBERSHIP. Members who are retired from the Cooperative Extension System, may obtain a paid-up life membership by paying an amount equal to five times the National dues at the time of the purchase of paid-up life membership or may be made as installment payments over a two year period. These members hold equal rights and privileges to those paying annual dues.

Section 3. Transfer of Membership:

Active members in good standing in another chapter of Epsilon Sigma Phi may transfer upon:

- a. making request to Alpha Delta Chapter.
- b. paying initiation fee and being initiated.
- c. paying annual dues.

Section 4. Termination of membership:

After one year of non-payment of dues, membership in ESP will be terminated. A person can be reinstated by payment of dues plus a \$10.00 reinstatement fee. Retirees are exempt from paying the reinstatement fee.

ARTICLE IV - Business

Section 1. Fiscal Year:

The fiscal year of Alpha Delta Chapter shall begin on the first day of October and end on September 30 of the following year.

Section 2. Meetings:

The annual meeting of the Alpha Delta Chapter shall be held in conjunction with the Extension Professional Associations of Florida, Inc. meeting. Special meetings may be called by the President or upon written request of twenty percent of the members.

Section 3. Place of Business:

The principal place of business of the Alpha Delta Chapter, Epsilon Sigma Phi, shall be the University of Florida, Gainesville, Florida.

ARTICLE V – Officers, Directors, and Elections

Section 1. Officers:

The officers of ESP are: President, President-Elect, Secretary, Treasurer, Annalist, Chaplain, and Immediate Past President.

Section 2. Directors:

The directors are: one from each Extension administrative district, one from state faculty, and one from life members/retirees.

Section 3. Terms of Office:

The Treasurer shall be appointed annually by the President with the ratification of the membership with the option of re-appointment. All other officers are elected annually. District Directors serve a two-year term with half elected each year, according to the standing rules.

Section 4. Election:

The nominating committee shall present a slate of officers at the annual business meeting. ESP members present will vote, with election by majority vote.

Section 5. Assumption of Duties:

The officers and directors will assume their duties upon adjournment of the annual meeting at which they are elected. In the event of no annual meeting, the officers and directors will assume their duties at the conclusion of the election by mail (postal or electronically) or some alternative process approved by the Board of Directors.

Section 6. Filling Vacancies:

If a vacancy occurs in the President's position, the President-Elect will automatically assume the Presidency for the unexpired term and then serve another full term as President. The President-Elect's position would remain vacant until the next annual meeting.

If a Past President vacancy occurs, the previous Past President may assume the position for the unexpired term.

All other officer and director vacancies will be filled by presidential appointment, ratified by the Board of Directors.

ARTICLE VI – Functions of Officers and Directors

Section 1. President:

The President shall preside at all ESP meetings. The President shall appoint all chairs and committee members necessary to carry out the business of ESP.

Section 2. President-Elect:

The President-Elect shall assume the duties of the President in his/her absence. The President-Elect shall appoint a Co-chair of each standing committee, who will become the chair the following year.

Section 3. Secretary:

The Secretary shall keep accurate records of honorary members and all meetings of the Executive Board and annual business meeting.

Section 4. Treasurer:

The Treasurer shall keep the official record of all membership and an accurate record of all monies. He/she shall also serve as chair and liaison between the Finance Committee and the Board of Directors.

Section 5. Annalist:

The Annalist shall serve as Chair of the Membership Recruitment and Retention Committee. He/she shall be responsible for keeping updated biographical information on each member.

Section 6. Chaplain:

The Chaplain shall have official charge of all religious and memorial services.

Section 7. Directors:

Directors will represent the area in which they serve, attend Board meetings, and encourage membership and participation of members.

Section 8. Immediate Past President:

The Immediate Past President shall give counsel to the Board of Directors, chairs nominating committee.

ARTICLE VII - Board Of Directors

Section 1. Members:

The Board of Directors shall consist of fourteen (14) members.

- a. Officers (6) - President, President-Elect, Secretary, Treasurer, Annalist, Chaplain
- b. The immediate Past President
- c. The seven (7) directors (5 Extension Districts, 1 state faculty, 1 retiree)

Section 2. Meetings:

The Board of Directors shall meet as follows:

- a. In the fall, spring, and prior to the annual meeting.
- b. Additional meetings may be called at the discretion of the President.

Section 3. Duties:

The duties of the Board of Directors are to set policy, transact business of ESP, and keep the membership informed.

Section 4. Conduct Business:

The Board of Directors may conduct business by mail (postal or electronically) or some alternative process approved by the Board of Directors when necessary. A report of each action taken shall be verified and made a part of the minutes at the next Board of Directors meeting.

ARTICLE VIII – Committees and their Function

Section 1. Standing Committees:

The President will appoint members on the basis of interest and abilities to the following committees:

- a. Nominating - Chaired by Immediate Past President
- b. Membership Recruitment and Retention
- c. Public Issues
- d. Resource Development and Management
- e. Global Relations
- f. Memorial
- g. Member Services
- h. Audit
- i. Constitution & Bylaws
- j. Finance
- k. Retirees
- l. Abstracts
- m. Annual Report
- n. Webpage Management

Section 2. Function:

These standing committees shall have the following duties. Additional duties may be assigned by the president. Other special committees, as needed, shall be appointed by the President.

- a. Nominating: to prepare the yearly slate of officers.
- b. Membership Recruitment and Retention: to recruit, retain and involve all ESP members and promote an effective working relationship and spirit of fraternal fellowship.

- c. Public Issues: to educate and inform ESP members about public issues and legislative matters affecting Extension programs and personnel needs.
- d. Resource Development and Management: to generate new ideas for resource development and management in order to maintain professional development activities; to increase funds for professional development activities.
- e. Global Relations: to promote the Extension profession and professionalism worldwide.
- f. Memorial: to present at the annual meeting a remembrance program of those past extension professional that have past away since the last annual meeting.
- g. Member Services: to administer and provide leadership to ESP's scholarships, loans, and awards programs.
- h. Audit: to audit the books at the end of the fiscal year.
- i. Constitution & Bylaws: to review bylaws annually submit proposed changes to the Board of Directors for review prior to submitting to the membership; to review chapter standing Rules and Policies annually submitting changes to Board of Directors for approval; to review handbook as needed.
- j. Finance: to prepare and submit proposed budget to the Board of Directors.
- k. Retirees: to recruit, retain and involve retirees and promote continued involvement in ESP.
- l. Abstract: to notify and encourage members to submit abstracts by the established due date. Responsibilities also include presiding and the facilitation of abstract presentations to adhere to the designated time allotment and to secure equipment requested by presenters for abstract presentations.
- m. Annual Report: to solicit information and reports from the officers and the committee chairmen to compile a comprehensive annual report for distribution to the entire membership.
- n. Website Management: To keep the membership up to date with all association business through routine website updates

ARTICLE IX - Meetings

Section 1. Annual Meeting:

The annual meeting of this organization shall be held during the Extension Professional Associations of Florida, Inc. conference for the purpose of furthering the objectives of the ESP, electing and installing officers, receiving reports of officers and committees, and transacting any other business that may arise. If deemed necessary, or if the scheduled annual meeting cannot be held, the President may call a special meeting to transact business with the approval of the Board of Directors. The President shall see that a notice is sent to everyone eligible for membership telling the time and place of such a meeting.

Section 2. Special Meetings:

The President, with the approval of the Board of Directors, may call a special session of ESP and conduct business by mail (postal or electronically) or some alternative process approved by the Board of Directors as necessary.

ARTICLE X - Quorums

Section 1. Membership Quorum:

A quorum at any annual meetings shall consist of 15% of the paid membership shall be present to constitute a quorum at any called or special meeting of the membership.

Section 2. Board of Directors:

A quorum of the Board of Directors shall consist of 50% of the Board of Directors

ARTICLE XI - Financing

Section 1. Membership Year:

The membership year shall be from January 1st to December 31.

Section 2. Initiation Fees:

The initiation fee for ESP shall be set by the National Council. This fee shall be collected by the Alpha Delta Chapter and forwarded to the Secretary/Treasurer of the National Council, Epsilon Sigma Phi, for each member initiated. If a candidate fails to be initiated, he or she may be initiated at a subsequent meeting.

Section 3. Member Dues:

Dues for the coming year are payable according to the Chapter Standing Rules and Policies.

Section 4. Payment:

Each member shall pay annual dues to the treasurer. ESP shall pay dues to the National Council of Epsilon Sigma Phi in accordance with the amount stated in the national constitution.

Section 5. Life Membership Dues:

Members, retired from the Cooperative Extension Service, may obtain a paid-up life membership by paying an amount equal to five times the National dues. Life Members have the option to pay their dues in installments over a two year period.

ARTICLE XII – Dissolution of Organization

On the dissolution of the Association, the entire net assets remaining after payment of any and all liabilities and obligations of the Association shall be transferred to such association or associations organized exclusively for charitable, educational or scientific purposes and shall at the time qualify as exempt association or associations.

ARTICLE XIII - Liability

Epsilon Sigma Phi in no way shall be liable for the acts of individual members of the Board of Directors, nor for officers who may act beyond their authority. Officers individually or collectively shall not be liable for Epsilon Sigma Phi, unless they have acted beyond their authority as officers.

ARTICLE XIV – Non-Profit Corporation

Epsilon Sigma Phi shall conduct business like a non-profit corporation under Section 501(c)(3) of the Internal Revenue Code.

History: Changes approved 10/19/09; 9/12/06; 8/28/12

STANDING RULES AND POLICIES

2006-2007

Membership

Dues: annual dues are delinquent December 31 of each year.

Dues amounts: Renewing members **\$60.00**, new members **\$70.00** (includes initiation fees), life membership (five times annual national dues) **\$200.00**.

Dues: Cannot be refunded, but may be transferred where applicable.

Officer Nominations and Elections Process

Election of officers is held at the annual membership meeting.

Officers

If a vacancy occurs in the President's position, the President-Elect will automatically assume the Presidency for the unexpired term and then serve another full term as President. The President-Elect's position would remain vacant until the next annual meeting.

If a Past President vacancy occurs, the previous Past President may assume the position for the unexpired term.

All other officer vacancies will be filled by presidential appointment, ratified by the Board of Directors.

Board Meetings

Mid-Year Board meetings will be held at a convenient time with the President determining and arranging for the meeting place.

Conference Calls

The President will schedule conference calls as needed to carry out immediate business of the Chapter.

Includes the option for Board meetings when necessary.

Bylaws

Bylaws and Standing Rules and Policies shall be reviewed annually.

Awards

Award Nominees must be members in good standing with Dues paid by Dec 31 to the Treasurer.

Scholarships

Applicants must be members in good standing with Dues paid by December 31 and contribute to the scholarship or High 5/10 Fund.

Memorial Service at EPAF

All effort will be made to honor deceased Faculty with Extension appointments at the EPAF Conference following the death.

Delegates

President and President Elect will serve as delegate to all National and Regional meetings with the financial support of the chapter.

Revised: 9/07

Alpha Delta ESP Active Members - 2014-15

Epsilon Sigma Phi, Alpha Delta Chapter

Active Memberships (black font) and 16 New Members (green font)

| | | |
|-------------------------|-----------------------------|---------------------------|
| Allen, Katherine | DelValle, Terry | Hicks, Gregory T. |
| Allen, Pamela H. | Douglas, Diann | Higgins, Cynthia |
| Bactawar, Basil | Duncan, LuAnn | Hill, Celia |
| Badurek, Theresa | Dunning, Shiela | Hughes, Barbara A. |
| Barber, Lynn | Ellison, Stacey | Hunsberger, Adrian |
| Bearden, Jennifer G. | England, Julie | Jackson, Kristin |
| Bender, Georgene | Estevez, Brian | Jackson, Lawrence Scott |
| Bolques, Alejandro | Felter, Liz | Janney, Heather M. |
| Bosques-Mendez, Joneal | Fenneman, Dan | Jensen, Nan |
| Boston, Marcus | Foerste, Elenor C. | Jordi, Rebecca L. |
| Broadus, Brent | Gamble, Sharon Fox | Kelly-Begazo, Christine |
| Campbell, Mary | Gibson, Jacquelyn W. | Kennedy, Samantha |
| Carnahan, Elizabeth | Gillett-Kaufman, Jennifer | Kennington, Mary Sue |
| Clements, Debra Sellers | Goode, Yolanda Y. | Lamm, Alexa |
| Conner, Stephanie | Gorimani-Mundana, Elizabeth | Leslie, Lisa M. |
| Copeland, Heidi | Grant, Henry G. | Lilly, John |
| Corbus, Judith L. | Griffis, David | Lynch, Wendy |
| Crawson, Nicole R. | Haddock, Susan | Maddox, Martha B. |
| Crisp, Mary E. | Harder, Amy | Madhosingh-Hector, Ramona |
| Davis, Courtney | Harrison, Les | Mayer, Henry |
| Davis, Michael A. | Hensley, Sarah T. | McGuire, Maia |
| Davis, Paula M. | | Miliffe, Karen |

| | | |
|----------------------|--------------------|---------------------|
| Miller, Lara | Prevatt, Stefanie | Toelle, Andy |
| Mobley, Ray | Rogers, Cathy | Toelle, Stephanie |
| Moore, Marjorie | Rosenthal, Stanton | Toro, Elena |
| Moores, Nancy | Saft, Carolyn | Treen, Sharon |
| Morse, Jane | Samuel, Norma | Tyson, Richard |
| Mudge, Dennis | Sapp, Linda | Vergot, Pete |
| Neal, Anita S. | Seals, Linda | Walker, Nicole |
| Nelson, Tondalaya | Schall, William L. | Warner, Laura A. |
| Nistler, David | Sheftall, William | Weaver, Marvin |
| Nistler, Debbie | Skvarch, Edward | Williams, Brenda C. |
| Olczyk, Teresa | Snodgrass, Crystal | Williams, Larry L. |
| Olson, Clay | Sowerby, Mary E. | Wynn, Keith Wendell |
| Oswalt, Chris | Spence, Lynda | Zamojski, Kendra |
| Pardo, Elver Alfonso | Stauderman, Karen | |
| Place, Nick | Taylor, Melanie | |
| Popenoe, Juanita | Tesdall, Tracy | |

Submitted by: Alex Bolques, PhD., ESP Analyst
 FAMU/Extension Crop Specialist

Membership Roster – Life Members, 2014-2015

| | | |
|------------------------|--------------------------|--------------------------|
| Richard M. Aalberg | Elva Farrell | Evelyn A. Rooks-Weir |
| Mae Anderson | Ted Gallo | Luther Lynson Rozar, Jr. |
| Raymond C. Andrew | Mrs. Virginia D. Gardner | John C. Russell |
| Alice B. Ayers | Donald A. George | John Rutledge |
| L. Barry Baldwin | Thomas C. Greenawalt | Joy W. Satcher |
| Bruce A. Barmby | Nadine Hackler | Kenneth Shuler |
| R.B. Baxter | Roberta Hall | Clara A. Smith |
| Jean Beem | Lawrence Halsey | J. Robert Strain |
| Dale Bennett | Marilyn J. Halusky | Alto A. Straughn |
| Emma S. Benton | O.R. Rudy Hamrick | James A. Stricker |
| Sue Bledsoe | B.J. Harris, Jr. | Ethel Thompson Stroud |
| Elizabeth Bolton | Susan L. Hedge | Dora Stubblefield |
| Shirley Bond | John H. Herbert, Jr. | William R. Summerhill |
| Thomas Braddock | Julie S. Holman | Clifton L. Taylor |
| Kathy Bryant | Dearmand L. Hull | Doris M. Taylor |
| Mamie Daughtry Brady | Dona Ingle | Robert Tervola |
| James E. Brogdon | Ann Jeter | Sarah Thomas |
| Nettie Ruth Brown | Delores M. Jones | Marilyn Tileston |
| Pamela Brown | Lester W. Kalch | W. Austin Tilton |
| Jane Burgess | Mary Keith | Marian Valentine |
| Pauline Calloway | Phyllis S. Kennedy | Betty Vernon |
| Susan C. Camp | Alice P. Kersey | Judith A. Wakefield |
| Bessie J. Canty | Emily King | Helen Parks Webb |
| Roy J. Champagne | Elaine T. Klatt | Nancy B. Whigham |
| Carla Chapman | Janith K. Masteryanni | Roberty B. Whitty |
| Mary E. Chernesky | Linda McClellan | Deloris H. Wilkins |
| Lamar T. Christenberry | Michael McKinney | Mary Williams |
| Shirley T. Clark | Ruth L. Milton | John Woeste |
| Virginia C. Clark | Mary Moore | Diane E. Yates |
| R.T. Clay | Ralph W. Moore | Thomas Yaeger |
| Linda Dearmin Cook | Virginia Coombs Muth | James R. Yelvington |
| Edward J. Cowen | George Newbury | Raymond Zerba |
| William J. Cowen | Roger Newton | |
| Jonathan H. Crane | Marilyn N. Norman | |
| Dan Culbert | James C. Northrop | |
| James F. Cummings | Martha Norton | |
| Henry P. Davis | Ann W. Parramore | |
| Robert M. Davis | Harvey T. Paulk | |
| Kenneth Durrance | Ruth Penner | |
| James B. Estes | Josephine M. Roberts | |
| | Brenda G. Rogers | |