

Chi Epsilon Sigma- Gamma Chapter

Tuesday, November 18, 2021

10: AM EST

Nelson County Extension Office, Bardstown, KY

The meeting was called to Order by Nancy Williams.

The following were in attendance:

Georganne Collins

Sue Ann McCandless

Sherry Stith

Donna Napier

Carrie Adkins

Eileen Kopp

Marie Grimes

Heather Russell

Christin Sullivan

Stephanie Caldwell

Lisa Stevens

Linda Martin

Robyn Edgell

Kelsey King

Nancy Williams

Minutes of August 3, 2021, meeting was presented to the group. Minutes were approved with the following changes: Under the heading of Registration/Give-a-Ways the name should be Donna not Diane and Sue Ann McCandless should be added to the list. Marie Grimes made a motion to accept the minutes presented with changes. Seconded by Sherry Stith. Motion approved.

Sherry Stith gave a treasurer's report. The current balance in the checking account is \$8,298.51. Sherry also presented a proposed budget. The amount for the name badges will increase to \$400 since we will be buying badges for new members for the last two years. Motion made by Georganne Collins to approve the treasure report and the proposed budget with changes as presented.

Stephanie Caldwell presented the following theme for the annual meeting: **"Remember Your Purpose"** – Intentional factor will encourage them to be engaged – WE are important and vital to Extension!!!!!! The group approved the theme by consensus.

Committee Reports

Awards

Robyn reported that the timeline for awards will be the same as before. To encourage more participation, it was suggested that a template should be created and sent to the AED to be passed on down to the agents via the Monday Memo. Stephanie will create the template.

Professional Improvement

No report.

Nominating

There can be up to six directors in each region. If you have suggestions, contact the nominating committee.

Budget & Finance

Budget was approved. The group decided to work on meal choices closer to the meeting date.

Constitution & Bylaws

Add Robinson Station as a campus position.

Entertainment Ideas

Minute to Win it games

Bingo

D.J.

Karaoke

Note: We must be aware of working time vs not working time. The business meeting must take place during working hours. It was decided to separate awards from the business meeting for this reason.

Equipment/Technology

No report.

Facilities

No report.

Registration/Give-a-Ways

A tote bag was presented to the group. Several sizes are available, and the logo can be added. Sherry will also price the T-shirts. Decision tabled until next meeting.

Greetings/Activities

Newcomers Orientation, suggest new members come early to meet others. Maybe do an icebreaker with them. Possibly give them a new member treat bag.

Premeeting Packet/Class Assignments

No report.

Guest Speakers

The guest speaker will have 30 minutes in the opening session. Georganne suggested using Kentucky Humanities speakers. The speaker is free after paying a \$175 fee to join the speaker bureau. The group agreed.

Speaker Gifts

No report.

Breakout Session Planning

This committee was formed with the following members Stephanie Caldwell, Robyn Edgell, Cristin Sullivan, and Carrie Adkins. The following were suggested as breakout sessions: Writing/Proof Reading, Records Retention/County Files, Penalty Mail, Retirement/TIAA & Fidelity, Wellness/HR.

Proposed Timeline

Wednesday Night Fun & Games

Campus tours on Wednesday afternoon, possibly.

Thursday

8:00-9:00 Registration

9:00-10:00 Opening Remarks, Dean Cox, Laura Stevenson, and Natisha (10 minutes each)/Opening Speaker (30 minutes)

10:15 Session 1

12:15-2:15 Lunch & Business Meeting

2:30-3:15 Session 2

3:30-4:30 Session 3

5:30 Awards

6:00 Dinner (plated)

Friday

8:00-9:00 Session 4

9:15-10:15 Session 5

11:00-12:00 Closing Speaker & Door Prizes. Must be present to win door prizes.

\$500 of the Dr. Stevenson money will be used to purchase items for gift baskets for door prizes. There will be 8 valued at \$25 and 3 valued at \$100. This is to encourage participation.

Mini Mall will be set up in the main conference room. Lisa Stevens will coordinate.

(grc 2-2-22) ~~Marie~~ Marie will contact Steve Patton for pictures. If anyone needs an updated staff photo it can be done and will also ask him to take group photos.

Since we did not meet last year this year, we will just support the Timothy Warren Scholarship then pick an additional charity the following year.

Sherry will finalize the 2022 Membership Form. If you have any changes, please get them to Sherry before next Wednesday.

Next meeting date is January 20th or 27th 10:00am Eastern – 2:00 pm Eastern. Nancy will check with Hardin County and use Nelson County as back up.

Motion by Sherry to adjourn. Seconded by Sue Ann. Meeting Adjourned.