



FANREP Board Meeting  
Telephone conference call  
December 8, 2006  
9:30 am - 11:30 am

### Minutes

**Present:** Marella Bradway, Jenny Seitz, Scott Jackson, Maia McGuire, Becky Jordi, Andrew Diller, Tom Becker, Alyssa Dodd, Will Sheftall

**Call to Order:** Marella called the meeting to order at 9:30 am.

**Secretary's Report:** Copies of the minutes from the September 11, 2006 meeting were reviewed. Andrew made a motion to approve the minutes, seconded by Maia. Passed unanimously.

**Treasurer's Report:** Scott reviewed the current status of the budget and the banking situation. A new account was opened at Wachovia in Crestview. Need to add Marella to the signature card this month. Joan is able to make deposits for membership into the account. Total amount in the banks are \$4181.44 (\$3983.09 at Wachovia and \$198.35 at riverside location.) Maia made a motion to closeout the riverside account since new account was opened, seconded by Becky. Passed unanimously. Scott will close out this account in conjunction with the audit.

Marella made a motion to add the president to be a signature on bank account, seconded by Maia. Passed unanimously.

The 2007 budget included figures for 45 renewing members equaling \$2250. To date, \$950.00 has been received for 2007 dues. Scott changed the budget to reflect 35 renewals and 5 new members = \$750.00

We expected to receive \$1776 from the EPAF auction but we only received \$1267.49. Plus subtract the \$70 registration fees for honorees and guests at EPAF meeting. Auction proceeds changed to \$1250 in the budget.

In escrow: to allow travel to ANREP and Galaxy- \$2600 set aside for scholarships for next year-2008.

Friends of extension honoree: last year we paid for meals (were able to be reimbursed for hotel expenses since they worked for USDA). \$300 last year expense (pay for lunch and hotel) and gave award to 2 folks this past year.

Reduction in membership and auction proceeds means we have \$2000 to cover expenses for entire year. Possible to take \$825-900 take from previous years to meet expenses, but we can't do forever.

Find a sponsor for friend of extension award- \$500-\$1000. Who to ask? Assign this to the Awards Committee and they can have a sponsorship committee to look at finding region specific or topic specific funds.

PILD: \$750 (has been \$750 over the years, usually Dean covers a portion and county may pay a portion). FANREP contributes \$750 and ask Deans and District Directors for additional funds. Also look into professional development mini grants and ANREP grants.

Reimbursable travel for FANREP Board meeting. \$150 budgeted for travel. Use conference calls when possible. Spring board meeting in conjunction with symposium and EPAF, covered by other accounts. Fall meeting mainly covered.

Membership: Over the course of Jan-Dec calendar year need to look at the trends for membership renewals. Scott will look into this and report next time. There is still a problem with the FANREP list serve and the password. Sending notices out this way does not reach current members. Marella to send roster of current members within a "Confirming 2007 FANREP Membership" email to extension announcing that dues are due. Joan needs to send receipts when dues are received.

Question- How do you know members in your area? District is listed on the roster.

\$275 for extension awards for 2008. \$700 put aside for ANREP biannual conference, \$300 for Galaxy, \$300 for JSCEP southern regional meeting, \$300 for Friends of Extension Award travel, \$750 PILD, \$150 travel to board meetings, and \$275 for awards. = \$3650 expenses for the year.

Will wait to approve budget until memberships are in. Motion to approve the budget report by Maia, seconded Andrew. Passed unanimously.

#### **Committee Reports:**

Scholarship - will help review if needed for EPAF conference, no ANREP this year.

Newsletter- Alyssa asked about timing for the newsletter. Newsletter to come out twice a year in January and July. Possibly an additional newsletter after EPAF to follow-up from the meeting and a reminder about due renewal. Will shall provide a report for the newsletter about ANREP at the national level. Marella will send newsletter template to Alyssa.

Abstract- Andrew said no problems so far. Maia reported that the EPAF web site will allow presenters to upload presentations prior to the event. Presentations will be on the computers and ready to go at the meeting. Technology requirements for presentations will be sent when available. Ideas and feedback to equipment person for the conference, not yet determined. Requirements for evaluating abstracts were discussed (need better way to evaluate for the 13 available spots). Maia suggested the abstract presentations be judged and an award given for best abstract for the association based on professionalism and content. Committee to look into sponsorship for this award and developing criteria.

Awards: Ken not here today. Awards due in May 1, 2008 and Ken will send reminders to group for submissions. Will suggested awards be given for certain topic areas or outstanding programs such as volunteering or 4H program. These awards would be sponsored by an organization/advisory committee/region. (Ex. Volunteer program in wildlife conservation- award sponsored by a wildlife group) Look into sponsorship of existing awards. Maybe add 1-2 awards for this year. Committee come up with categories or funders/sponsorship can set limitations/boundaries to the award. Need to see what Ken's thoughts are. Alyssa said ideas to get money will be helpful. Look at existing sources of funding (Master Naturalists- Marty Main). Ask for a commitment from funding source for about 5-years to make it a long-term award. Maia asked about having Fare winners apply for ANREP awards. State winner be responsible to send in nomination for the National Award. Florida would encourage first, second, and third place to apply for National award. Provide suggestion to the chairs and committee and ask them to give recommendation back to the board. (Joan is ANREP awards chair).

Membership- Joan is not present. Encourage membership through email messages. District directors can call folks in their area.

Technology/Website - Marella working with 2007 committee.

Audit - Scott will schedule with Audit committee to have an audit in January.

### **Old Business:**

New Faculty Orientation (Maia McGuire): Held on Halloween at Dr. Arrington's house. Several new faculty didn't attend. Associations were received well. 4H faculty interested asked if any other 4H faculty a member (Brevard County). Free first year application for new faculty. Not restricted to one association membership.

### **New business:**

District Reports: Marella suggested that each director submit a report from members in their area about what they are doing. Allow folks to know what's going on throughout the state. This information can posted on our web site and in the newsletter. One activity reported by an agent per county- listed under districts. 1-2 sentences, quick. Let's others

know what is going on, share ideas, see web site Include a link to PPT or resource used in the activity. Large files on the web site can be difficult. We can create a FANEPR folder on Files.ifas.ufl.edu for folks to download/upload information. Alyssa will look into adding this to the newsletter.

Website Review: Marella updated board and committee information. Plus she added a resource link- FL Master Naturalists program. Marella or the committee will send out an email requesting members to submit additional resource links. Maia suggested this page be organized by topics. Question was asked if this site should look like the Solutions for Your Life web site. Marella will look into migrating the web site to this format. There is software called Contribute that works with web sites and UF has licenses for this software. Suggestions for adding to the web site include a calendar, district reports, meeting minutes, and pictures. Scott said there is a way to have pictures on the web site change (revolving images).

Membership Classes: Marella said that the LIFE category needs to have the words "retired" added to it. Need to add LIFE members to the roster. Alice Percy and Susan Williams are LIFE members. If have a LIFE membership in ANREP are they listed as life members in FANREP? Should we increase the dues because of the budget? Scott suggested we wait to see trend analysis of when dues come in over the year that he will report on in February. Maia said one perk is that this membership is lower than other associations. And one receives two memberships for one.

Sponsorships for EPAF and new responsibilities for hosting functions at EPAF 2007: Not asked for yet. Martha Maddox is the Sponsorship Chair for EPAF. Let her know ideas you have for sponsorship. FANREP is in charge of the retirees' luncheon. Discussion about the keynote speakers. All association members will be asked for their input about the topic/subject they would like to listen to. Possible speakers: Dr. Lilybridge (people mapping), Ron Crutch, David Remson, Lewis Baumgardner (humorist), and Patrick Grady (humorist). If any ideas let Maia know. EPAF dates September 24-27 in St. Augustine.

Conference location (Marella) - Facilities Chair for 2008 is Martha Maddox. Possible deal with Buena Vista Site in Orlando. Sign a contract for 5 years, 4% increase over the years vs. 10% regular places. All members will be asked o vote, Dr. Ferrar getting opinion. Location is supposed to change each year. Panhandle should be next but rates quoted were more expensive than Orlando. Would need to increase registration fee by \$40 to hold in the Panhandle. Scott said Okaloosa County has a convention center with hotel across the way that may be an option. He will check to see if they can accommodate the needs. Maia will ask for other ideas from agents in the area to see if they know of additional options.

ANREP Update (Will Sheftall): 2008 conf. in Madison, WI, May 20-23. Strong group conference chair that has coordinated many wildlife conferences. Commitment from wildlifera to be more active with ANREP- may boost state membership. Looking at field trips and program agenda. Registration will be run through ANREP web site. Separation of some duties of ANREP and host.

JCEP and PILD Meeting (Marella Bradway): Joint council extension professionals- no one sent last year. Marella may go but perhaps send Will since he's the southern representative. Marella will ask him to see if available. Jan 31-Feb 2, 2007. PILD- Marella planning to attend April 23-25 in Washington, D.C. will talk to deans for additional travel support.

Issues to present to Extension Faculty Advisory Committee (Marella Bradway): Marella on this committee. Maia sent ideas to Millie about salary compression. If hired 5-6 years ago, salary is lower or not much higher than those that are getting hired now. Folks feel that to increase their pay rate they need to move to another county or change jobs. Second issue- perceptions of extension faculty, on campus vs. off campus disconnect. Promotion and tenure packet will be reviewed differently- go through first step only. Will be considered more the "different people" and not have access to resources that those on campus do such as sign language interpreters. District director's office has to pay this fee and agent can be put in an awkward situation for interpreters. Marella suggested that at new faculty orientation a presentation about retirement savings and what to do with it should be included. Need to give this orientation process suggestion to Nick Place.

**Next meeting:**

Scott will send an email to the board verifying the budget in February.

Next meeting in May will be held one day during the Extension symposium (May 8-10) in the morning.

Let Dr. Arrington know about 2008 ANREP date so not a conflict. Marella will pass this on to Millie.

Meeting adjourned at 11:43 am.