

CHI EPSILON SIGMA
Gamma Chapter
The National Cooperative Extension Support Staff
Fraternity of the University of Kentucky

Officers

President

Kim Campbell

Vice President

Marie Grimes

Secretary

Nancy Williams

Treasurer

Georganne Collins

Annalist

Robyn Edgell

Past President

Tami Widelski

Directors

West Region

W1-2 Stephanie Caldwell

W3-4 Sue Rice

W5-6 Sherry Stith

W7-8 Katie Sandlin

Central Region

C1-2 Carol Thompson

C3-4 Ryan Linton

C5-6 Lisa Casteel

C7-8 Stephanie Howard

East Region

E1-2 Lisa Stevens

E3-4 Carrie Adkins

E5-6 Debra Combs

E7-8 Donna Napier

Campus

Melissa Feddes,

UK Lexington

Brandy Garcia,

UK Princeton

Josh Mullins,

UK-Robinson Station

Board Meeting

March 19, 2024, 10:00 AM

Ramada Conference Center, Paintsville

President Kim Campbell called the meeting to order.

Officers Kim Campbell, Marie Grimes, Nancy Williams, Georganne Collins, and Robyn Edgell were present, with Tami Widelski present by Zoom. Directors Katie Sandlin, Ryan Linton, Lisa Casteel, Stephanie Howard, Carrie Adkins, Donna Napier, Melissa Feddes, and Josh Mullins were present. Directors Stephanie Caldwell, Sue Rice, Sherry Stith, and Brandy Garcia were present by Zoom.

The board was given a few minutes to read over the minutes from the previous board meeting. Sherry Stith made a motion to accept the minutes as written, Ryan Linton seconded the motion. Motion carried.

Treasurer Georganne Collins presented a treasurer report with a checking balance of \$20,784.49. She received a few more registration checks that still need to be processed. Report is filed for audit.

Policies and Procedures

The board voted to update to Standard Policies and Procedures by combining the Operating Guidelines and Policies and Procedures into one document to prevent redundancy and clarify roles. Donna Napier made a motion to accept the document from the committee with the change that 'updated' be added to the date at the end of the document with the date. Melissa Feddes seconded the motion. Motion carried.

2024 Conference

Conference Theme

All versions of the theme logos and designs are available to use.

Food for Conference

Kim will meet with all the caterers for last minute details.

Room Update

Per contract, we have a room block of 100. The hotel gave us 90 rooms. Some members cannot book a room. Kim and Georganne are presented several backup plans if rooms are not opened by the hotel. Last resort, there will be a room block at another hotel, but will try to have everyone in the Ramada.

Committee Reports

Awards

Stephanie Howard reported she has received seventy-three nominations. They have been sent to sister branches of CHIES for judging. Awards are coming from the same vendor with no price increase.

Professional Improvement & Scholarships

Sue has received the following applications: five higher education, two professional improvement, and 5 child/grandchild. They will be judged the same as the awards.

Nominating

Tami reported she has filled all open areas. She is still receiving the pictures and biography write up from the candidates. Kim asked if she had multiples in any one position and she does not. A slate of officers will be presented at the annual business meeting.

Budget

Georganne reported that the door prizes are on budget. The speaker is free. She based the starting numbers on one hundred thirty-five members, and we have one hundred forty-eight registered for the conference. We should have a surplus that can be used towards the 2025 celebration for 25 years as a chapter.

Breakout Sessions & Registration

One hundred four members had done the Qualtrics. Robyn will put a sign up for board members to sign up for moderating the Friday round table share sessions. Board members can have some points to bring up if the group needs prompting for discussion. Your role will be to keep things on a positive, productive note and not let these turn into complaint sessions. We want to keep a positive environment.

Door Prizes

Stephanie Caldwell reported there are seventeen door prizes. There will be ten tickets in each registration packet and the board will have twenty-five to hand out for random acts of kindness, positivity, etc. witnessed from members throughout the conference. Tickets will be color coded. There will also be some hidden during mealtime.

Facilities & Equipment

Projectors and microphones are supplied by the hotel. Board will supply computers where needed. The team will do a final facility walk around after the board meeting to make sure we bring any cords and adapters needed.

Entertainment/Activities

Ryan Linton created an 'escape room' activity that is Extension related. Groups can sign up for a time to participate at the conference. If you have board games or other games that can be checked out by members gathering on Thursday evening, please bring them so we can create a fun atmosphere. There will be a photo booth available again this year.

Greetings & Welcome

Carrie reported that we will have signs for the welcome table and posters for board members to greet members as they arrive. Paperwork packets will be provided with all necessary information for members at the conference.

Guest Speaker

Marie reported that she secured a speaker. Ryan Farley, 4-H Agent in Woodford County, will speak.

Member/Speaker Gifts

T-shirts are ordered and the final bill isn't in yet, but the quote was \$1,364.00. The lunch tote and puzzle piece stress ball are \$1,501.82. We will give the lunch tote to speakers also.

New Member Orientation

The PowerPoint has been updated for this year and all packet material will be on the new CHIES Members TEAM page for their reference and use.

Closing Comments

We will need to have snacks at the Thursday night activities (granola bars, candy, chips, etc.) Please plan to contribute. We also still have a sign up for drinks throughout the conference. ***Look for sign up sheets on the board TEAMS page and sign up. Please monitor our TEAMS page for last minute updates up to and throughout the conference.***

Kim will send out information about the time we will meet to set up and get started.

Respectfully submitted,

Nancy Williams, Secretary