**OAEA Annual Meeting Minutes**

**September 30, 2014**

**CH2M Hill Alumni Center, Corvallis, Oregon**

<http://extension.oregonstate.edu/oaea/>

<http://www.nacaa.com/>

<http://jcep.org/>

Present (31 participants): Mylen Bohle, Amy Derby, Darrin Walenta, Pete Schreder, Nicole Anderson, Melissa Fery, Clive Kaiser, Steve Renquist, Sam Angima, Chip Bubl, Bill Buhrig, Brian Tuck, Sandy Macnab, Shanna Northway, Shelby Filley, Willie Riggs, John Williams, Sergio Arispe, Tim Deboodt, Dana Martin, Derek Godwin, Brooke Edmunds, Clare Sullivan, Cassie Bouska, Stuart Reitz, Phil VanBuskirk, Troy Downing, Amy Jo Detweiler, Mike Borman, Bill Braunworth and Neil Bell.

President Bohle called the meeting to order at 12:19 pm.

The minutes from the October 16, 2013 Annual Meeting were distributed for review. *Tim Deboodt moved to accept the minutes as presented. Sandy Macnab seconded the motion.* ***Motion carries unanimously.***

Membership Report – Amy Derby presented that for the 2013-2014 year the association had a total of 47 members with 40 of those also holding National membership with NACAA. She encouraged all persons present to submit their application for association membership this week during conference to Shana Withee, the OSUEA membership chair. Question was asked what the drop dead date was…National likes the main part of the membership by December 31st. Since the funds usually go through several people to get to the membership chair it would be nice to have those submitted by December 1st in order to get them in by December 31st date.

Willie Riggs stated that you can now use federal, state, and certain other dollars to pay for your association membership with approval from your administrator. Check with your administrator to see if you have funds available to help with association dues.

Treasurers/Financial Report – Amy Derby presented the financial report to the group*. Tim Deboodt moved to accept as presented. Sandy Macnab seconded the motion.* ***Motion carries unanimously.***

Copies of the financial report were distributed for review. Some things to note include:

1. The money designated as seed money for the Western region to host the National AMPIC in 2017 has been transferred from our 6 month certificate into the checking account and a check has been mailed to Utah Association of County Agricultural Agents (shown as income and expense)
2. Part of our Fall Professional development meeting included dues for 2014 membership, thus there was not as much revenue generated from dues as normal.
3. Reimbursements for the 2013 conference (Galaxy) and the 2014 NACAA conference fell in the same fiscal year thus an extremely high dollar amount going to travel this fiscal year.

The question was asked how many potential members there are within Ag Extension? 151 potential members, only 47 are members of the organization at this time.

The 2014-2015 budget was presented to the group by treasurer, Amy Derby – the budget continues to be in the negative, unless there are fundraisers to generate revenue there will be no ability to send officers to the various leadership opportunities that are available to them. *John Williams moved to accept the budget as presented, Melissa Fery seconded the motion.* ***Motion carries unanimously.***

Bank account business: OSU Federal Credit Union has new rules on who can sign on an account that says one must reside within a county where there is a branch location (and potentially must also be a member of the FCU?). This limits us to who can hold the treasurer position. Find out if affiliate locations are eligible as well or is only main branch locations?

Cory Parsons is currently a signer on the account but is no longer with the University/Extension and will need to be removed as a signer on the account. We’ve had two signers in the event that we needed action taken quickly on the account but really only need one designated person. Discussion ensued about the pros and cons of having one or two signers on the account. *Derek Godwin moved to remove Cory Parsons from the OSU Federal Credit Union account #14508 and add Sam Angima to the account. Willie Riggs seconded the motion.* ***Motion carries unanimously****.*

Old Business

Manning Becker Fund Board Report & Membership Challenge – Bill Braunworth (for Mike Borman) – approximately $3,300 a year is designated to be used towards Professional Development funds, typically around $300 per person is awarded each year (funding cycle).

Volunteers for Manning Becker Fund Board for 2015 funding cycle – not sure who has rotated off and who needs to rotate on. Current president of OAEA and Ag program leader are always on the committee, others would include: field based faculty, campus based faculty, tenured, not tenured, etc. Volunteers were asked for among the group for this next year, they include:

Tenured – John Williams

Non-tenured – Sergio Arispe

*Chip Bubl moved to accept John Williams and Sergio Arispe as serving on the Manning Becker fund committee. Brian Tuck seconded.* ***Motion carries unanimously. ACTION: Amy to report these names to Mike Borman.***

Future of OAEA Professional Development Meeting – The question arose “do we want to do a professional development meeting and if so, what time of year? Spring or fall”? *Tim Deboodt moved to hold a spring professional development meeting and that Shelby Filley hosts it in southern Oregon. Nicole Anderson seconded.* Discussion ensued. ***Motion carries unanimously***. Volunteers were identified that were willing to work as a planning committee to identify possible dates, topics and the exact location. The planning committee includes: Willie Riggs, Shelby Filley, Cassie Bouska, Steve Renquist and Darrin Walenta. ***Committee ACTION: follow up with planning committee members to set dates sooner than later.***

NACAA poster judging – abstracts due in March. Number of posters being judged at NACAA is large (around 175 this last year) and takes a lot of time from those volunteers (25 different individuals) judging them during the conference. A lot of time is spent judging the posters when these volunteers could/should be participating in other activities at the conference. It also took until the last minute to find enough judges to pull it off this year. Suggestions have been made for states to hold their own poster contest and then the winner in each of the two categories would be judged at the national conference. All the other posters would still be submitted; they would just not be judged. The National executive board has still not made a decision though on how the poster contest will be run. Suggestion from this meeting to NACAA for national judging - have people submit them virtually (pdf version) so they could be judged ahead of time and then showcased on the NACAA website post conference.

Officer Travel Budget – Mylen Bohle and Amy Derby – there is a need to generate funds for OAEA to continue to allow officers to be able to travel to leadership opportunities.

Fund Raising Ideas – it was decided to put together a planning committee to work on ideas/implementation of fund raising ideas – Darrin Walenta, Bill Buhrig, Sandy Macnab, Mylen Bohle, and Amy Derby. ***ACTION: committee to follow up with each other and brainstorm for ideas.***

By-Laws Updated on Web Site – Gail Langellotto and Sandy Macnab worked on revising the by-laws and posting them on the website. ***ACTION:******Double check with Gail that the changes were posted online.***

New Business

Better date for Annual Extension Conference for Ag Agents? – overall consensus was the group likes having an Extension annual conference, although some would prefer later dates (Nov.-Dec). It was agreed that conflicts are always going to be present no matter what dates are chosen. Discussion ensued about what would be the best date for the conference. It was decided that it would be best to encourage the OSUEA board/Admin to find out what the rest of Extension faculty would like as well.

Joint Council of Extension Professionals (JCEP) Report – Darrin Walenta reported on his JCEP experience, would highly recommend it to anyone that would like to attend. Handout attached.

Public Issues Leadership Development (PILD) Report - Troy Downing attended as our OAEA representative. Time did not allow for a report at this time.

NACAA Conference in Mobile, AL Report (Mylen Bohle, Shelby Filley, Gail Langellotto, Clive Kaiser, and Troy Downing attended)

Distinguished Service Award recipient - Shelby Filley

Achievement Award recipient - Gail Langellotto

National Nominating Committee – Mylen Bohle

Western Region Director Janet Schmidt, WSU & Vice Director, Stephen Brown. U. of Alaska

National Leadership: Alan Galloway (TN) - treasurer, Matt Herring (MO) - Secretary, Past Western Director Mark Nelson (UT) - Vice President, Cynthia Gregg (VI) - President Elect, and Mike Hogan (OH) - President.

Western Region Vice Chair Professional Excellence Committee: New Poster Rules – Mylen

Alaska to host the Western AM/PIC Fall of 2015 – concerns were expressed about costs to attend a Western AM/PIC in Alaska.

Tennessee Extension to Host NACAA AM/PIC in 2018, location and dates TBD.

Western AM/PIC Report (Wyoming) – Steve Renquist – eventually it was cancelled due to lack of registrations.

National 4-H Conference in Portland Oregon in 2015 – dates are October 25-29, 2015. Call for proposals are out, need to partner with an NAE4-HA member in order to submit. It was suggested to send out a list of NAE4-HA members to all affiliates so they know which 4-H members are potential partners.

The list of the NACAA/OAEA committees was reviewed and assignments for committee chairs made. They are as follows: ***ACTION: President Walenta to update on NACAA website***

Ag Issues and Public Relations – Pete Schreder

Teaching and Educational Technologies – Neil Bell

Ag Economics and Community Development – Mary Corp

Agronomy and Pest Management – Darrin Walenta

Horticulture and Turfgrass – Gail Langellotto

Natural Resources / Aquaculture – Derek Godwin

Public Relations – Bill Buhrig

Scholarship – Dustin Johnson

Life Member – Mike Stoltz

Administrative Skills – Mylen Bohle there were sessions at NACAA but Mylen was not able to attend

Early Career Development – Shelby Filley

Animal Science – Sergio Arispe

Sustainable Agriculture – Melissa Fery – did not have any applications for the SARE Fellows program this year. Maud Powell just finished up her program she was awarded funds for a few years ago. Melissa highly encouraged people to apply.

4-H & Youth – Amy Derby

Communications – Troy Downing – asked how should judge applications – consensus was to get outside help from community members with communications expertise or EESC staff members.

Professional Excellence – Mylen Bohle, Western Region Vice-Chair already discussed previously in the meeting

Recognition and Awards – Current DSA & AA Awardees - Shelby Filley and Gail Langellotto

Search for Excellence – Dana Martin

2014 OAEA Committees (Unofficial NACAA Committees)

NACAA Journal – Phil Hamm, (Nicole Anderson serves as a reviewer)

Membership – Mylen Bohle (Past President)

OAEA Website – Gail Langellotto

Election of Officers for 2014-2015:

Past President: Mylen Bohle

President: Darrin Walenta

President Elect: Nicole Anderson

Vice President: Amy Derby

Secretary: Shelby Filley

Treasurer: Steve Renquist

*Chip Bubl moved to accept the slate of officers including Mylen Bohle as Past President, Darrin Walenta as President, Nicole Anderson as President Elect, Amy Derby as Vice President, Steve Renquist as Treasurer and Shelby Filley as Secretary. Shelby Filley seconded the motion.* ***Motion carries unanimously.***  With the change in the Treasurer position Steve Renquist will be added as a signer to the OSU Federal Credit Union account and Amy Derby will be removed.

The change of leadership was passed to Darrin Walenta as the new President.

Other New Business – NAE4-HA 2015 dates - October 25-29, 2015. The group would also like to encourage one of the co-facilitators (Pamela Rose or Virginia Bourdeau) to attend the spring OAEA meeting to discuss their needs from OAEA membership.

Several business items were left unfinished due to the limited time allotted for our business meeting. Membership was advised to look forward to future email discussions and Doodle polls to select dates (e.g. spring training).

The meeting was adjourned by President Walenta at 1:38 pm.

Respectfully submitted,



Amy Derby

OAEA Secretary/Treasurer

Future Meetings and Conference Schedule

2015

JCEP – Las Vegas, NV, February 11-12, 2015

PILD – Alexandria, Virginia and Washington D.C., April 12-15, 2015

NACAA - July 12-16, Sioux Falls, South Dakota

Western PIC – City TBD, Alaska, Date TBD (Mid to late October?)

Oregon Extension Annual Conference - TBA

2016

JCEP – Las Vegas, NV…., dates not available yet.

PILD - TBA, Alexandria, Virginia and Washington D.C.

NACAA - July 24-28, Little Rock, Arkansas

Western PIC - TBA

Oregon Extension Annual Conference - TBA

2017

JCEP

PILD - TBA, Alexandria, Virginia and Washington D.C.

NACAA - July 9-13, Salt Lake City, Utah

Western PIC – TBA

Oregon Extension Annual Conference – TBA

2018

JCEP - TBA

PILD - TBA, Alexandria, Virginia and Washington D.C.

NACAA – July, City TBD, Tennessee

Western PIC – TBA

Oregon Extension Annual Conference – TBA