

Ann House

From: Dallas Holmes
Sent: Tuesday, April 15, 2008 10:11 AM
To: Dallas Holmes; Chad Reid; juliei@ext.usu.edu; Ann House; darlenec@ext.usu.edu; ralphw@ext.usu.edu; Adrian Hinton; David Drake; Debra Proctor; Paula Scott; Ronda Olsen; Kathleen Riggs; Ellen Serfustini; Dean Miner; Marilyn Albertson; Ann Parkinson
Subject: Reminder of the April 18th ESP Mtg SLC Agenda
Attachments: ESP Agenda April 18.doc
Importance: High

ESP Leaders,
Looking forward to seeing you all at the ESP Chapter meeting this Friday in Salt Lake. I have attached a revised agenda. Chapter committee persons please note your assignment will be to detail 2008-2009 thoughts and plans for your committee.
See you Friday.

Dallas L. Holmes, EdD

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*We could learn a lot from crayons. Some are sharp, some are pretty and some are dull! Some have weird names, and all are different **COLORS**, but they all have to live in the same box.*

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From: Dallas Holmes
Sent: Wednesday, April 09, 2008 2:31 PM
To: Chad Reid; Dallas Holmes; juliei@ext.usu.edu; Ann House; darlenec@ext.usu.edu; ralphw@ext.usu.edu; Adrian Hinton; David Drake; Debra Proctor; Paula Scott; Ronda Olsen; Kathleen Riggs; Ellen Serfustini; Dean Miner; Marilyn Albertson; Ann Parkinson
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ESP –IOTA Chapter
Spring- Officer meeting and Training
April 18, 2008
Salt Lake County Extension Offices Room S1200
1:00 PM – 3:00 PM

Welcome: Dallas Holmes

Secretary/Treasurers Report: Ann House

1. Chapter funds available for activities and travel to national meetings etc.
2. Chapter Fund allocation plan for 2008

Training and Q&A

1. Guidelines for Chapter Officers review [pg 22-23 and 26-28]
2. Relationship of Chapter Officers to the national Office [pg 30]

Review of Annual Meeting Issues and Suggestions

- Professional Development – Darlene Christensen
- Global relations- Adrian Hinton
- Retiree/Life Members – Debbie Proctor
- Nominations-Ronda Olsen
- Nominations- Kathy Riggs
- Recruitment and Retention- Ellen Serfustini
- Awards and Recognitions- Marilyn Albertson

Business

1. Chapter Self Evaluation - May 1, Deadline for submitting Chapter of Merit and Achievement in Chapter Membership Recognition
2. Chapter Newsletter/Website Discussion
3. Regularity of Board Meetings Discussion
4. September Chapter Report to the ESP National office
5. Selection of Ruby Award and Regional Recognition Awards 2008
6. Silent auction items needed for Galaxy III Indianapolis from the IOTA chapter.
7. ESP endowment

Announcements and Calendar Review

1. May 1, Submission of Chapter DSA Form
2. May 15, Deadline for submitting votes for Recognition Ballot
3. September 15, 2008, ESP Pre-Conference, Leading Change for a Healthy Organization
4. September 15-19, 2008, Galaxy III, Indianapolis, IN
5. September 13-16, 2009, 2009 ESP National Conference, Fargo, North Dakota
6. 2010 ESP National meetings- Jackson Hole Wyoming

Overall chair – Randy Brooks

Conference registration – ESP National Office

Pre conference – National Professional Development Committee

Site Arrangements – Wyoming & Idaho

On-Site registration – Idaho (Janice Stimpson, chair)

Tours- Utah

Theme and Major Seminar presentations – Oregon

Audio/Visual Aids – Wyoming and Idaho

Auction – Colorado

Decorations – Nevada (and possibly Washington will help?)

Budget and Finance - Randy Brooks, Idaho with help from Mike and resource committee

Marketing and Promotion – National Office and Marketing Committee

Life Member Activities – Recruitment and Retention national committee

Ruby Luncheon, recognition luncheon and National Council – National ESP Office & corresponding committees & national board

Agenda referenced handouts:

[Provided at the meeting/mailed to those not in attendance]

1. Officer listing
2. IOTA Chapter membership contact list
3. Life/retiree member list
4. 2007 New Member list
5. 2008 Dates Ahead [National ESP]
6. Recognition Programs (chapter recognition form)
7. Chapter of Merit
8. Chapter certificate order form
9. ESP Endowment
10. Official ballots 2008 Distinguished Service Ruby Award
11. Ballot Regional Recognition 2008
12. Packet on nominees to consider (from CD)
13. Galaxy II Pre Conference Information
14. IOTA Annual Report 2007
15. ESP Book Mark References

My Action Items:

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