

# National ESP Conference

## Steering Committee Meeting Notes

### April 13, 2018

**Present on the call:** Jennifer Wilson, John Forshee, Jim Lindquist, Sandra Wick, Debbie Hagenmaier, Greg Price (Nat'l ESP Office, Beth Claypoole (Nat'l President)).

**Report from National Board/Office:** **(Beth)** A task list was developed documenting accomplishments thus far. Jennifer will be participating (zoom meeting) in the May 14-15 national board meeting to answer questions and provide an update on the National Conference. The hotel will accommodate tables for the poster display. Beth will check to see about the tasks of recruiting a color guard, thought for the day, and national anthem presentation.

**(Greg)** Roles have been defined for the national board and the host chapter. The website is being revised for the registration process in the next week to 10 days with hopes to open registration on June 1. An information story will be needed for the May newsletter promoting the conference and then maybe every 3 weeks encouraging participation with email announcements.

#### **Committee Reports:**

**Tours:** (John Forshee) The tours are being finalized with the finishing touches! There was a concern with the cost of one of the tours so the Wamego Underground Railroad Tour was cancelled and replaced with a KSU Tour with stops at the KS Wheat Innovation Center, International Grains along with a driving tour of other sites. There will be 3 tours (Tallgrass Prairie, Abilene Historic, and KSU Campus) including 2 full day tours and 1 half-day tour. John presented an itemized budget for each of the tours. The cost/member for the full day tours are \$35 while the ½ day tour is \$20.

**Auction:** (written from Trudy Rice/Laurie Chandler) The committee wanted to propose a time frame for the silent auction from 3:30 p.m. (to coincide with the break) until 6:30 p.m. when the live auction begins. Beth will discuss this with the national board.

**Decorations:** (Sandra Wick) The committee will meet by zoom conference this coming Monday, April 16 at 1:30 p.m. Sandra had a question to Greg or Beth if corsages were a need and if this committee had the task. The national board will provide a corsage for the Ruby honoree only. However, generally the host chapter provides contacts for florists if other chapters would like to provide corsages for any of their members. A possible group order for corsages was discussed. The two main events for decorations will be at the Ruby Luncheon and the Awards Banquet. No decorations would be needed at our opening event.

**Life Members:** (Jim Lindquist) Jim is planning the life member tour of sites on the KSU Campus including the KS Wheat Innovation Center, the KSU Gardens and other sites. Transportation will be provided and no cost for the tour as the national board covers this tour.

**Local Transportation committee:** Three members including Sarah Keatley, Gregg McClure and Pam Van Horn have agreed to arrange transportation to and from the airport for national conference participants. The national office will need to supply names so sufficient transportation can be arranged.

**Opening Event:** The meal caterer for our opening event will be Cox Brothers BBQ with entertainment including “The Wingnuts” and the Discovery Exploration Center. \$700 of sponsorship has been raised.

**Tasks to put on Sign up Genius:** A document has been created for committees to post tasks on a google doc for our members to sign up for. The information will be passed on to our membership for involvement in the National Conference.

**Scholarship Report:** Jennifer reported that there were 29 scholarships awarded for the National Conference including 21 full scholarships and 8 half scholarships.

**Other Items:** The breakout sessions at the national conference were discussed with about 50% of the proposals being accepted from the entries. The early bird registration deadline was also discussed and will be announced when the site opens. Jim Lindquist made a “promotion” national conference presentation at the recent PILD conference encouraging participation. Several extension faculty expressed that they will be coming to Kansas to participate after his presentation.

Notes taken by Sandra Wick