

Texas Extension Specialists Association

Spring Board Meeting – May 5-6, 2020
Virtual Meeting using Zoom
General Assembly using Microsoft Teams



Attending: Greg Kaase, Will Keeling, Billy E. Warrick, Dean McCorkle, Rebekka Dudensing, DeDe Jones, Brittany Chesser, Anish Jantrania, Tyler Vogel, Julie Gould, Pancho Abello, Samuel Zapata, Kay Ledbetter, Mengmeng Gu, Monty Dozier, Dale Mott, Peter McGuill, Susan Himes, and Janet Hurley

1. Call to Order by Greg Kaase at 9:06 AM

2. Introductions – using the roster on Zoom Greg Kaase asked Ms. Hurley to announce each person so they could introduce themselves to the group. We like to recognize all the new chapter directors who joined our meeting.

3. Appointment of Parliamentarian – Greg K appointed Will Keeling

4. Approve Minutes of Previous meeting (Hurley) – A copy of the winter board meeting minutes was distributed via email to all the members who were present. Monty Dozier made a motion to accept the minutes as they were submitted and was seconded by Dean McCorkle all were in favor. You can find a digital copy can be found on the [TESA Website](#)

5. Review and/or Revise Agenda – nothing to add

6. Correspondence – Janet Hurley reported she received an email from retiree Lori Colvin inquiring about the annual meeting. Lori stated that she is still willing to help design the program for the annual meeting. However, she might not attend in person depending on how she feels about traveling away from home this summer.

7. 4-H Foundation Report – Monty Dozier accepted the nomination to represent TESA on the Foundation. His position was accepted; however, the group has not formally met since he was appointed. Furthermore, he had plans to meet with Foundation in March of 2020, but that was canceled due to the COVID pandemic.

8. Office/Committee Reports

a. **Nominating** – McCorkle reported that he contacted the following individuals to fulfill the following Officer Roles for 2019/2020

- The slat up for election this year are:
 - President: Greg Kaase
 - President Elect: Philip Shackleford
 - Historian/Website: Will Keeling
 - Treasurer: Rebekka Dudensing
 - Secretary: Peter McGuill
 - 4-H Foundation: Monty Dozier
 - Retirement Liaison: Billy Warrick

Our Goals

Promote professional improvement for our members • Provide a forum for the exchange of ideas • Secure benefits collectively that cannot be obtained individually • Voice a collective opinion for recommended courses of action, changes, or needs to administrative staffs of the Texas AgriLife Extension Service and The Texas A&M University System

- Sponsorship: Monty Dozier
- Past President: Dean McCorkle

- b. **Financial** - Rebekka Dudensing reported that there is \$11,784.68 in the TESA Checking account, and \$7,640.87 in the TEEFI account (where we collect credit card funds), plus our Certificates of Deposit and savings gives us \$31,487.82 in total funds as of 5/4/2020.

Income As of 5/4/2020	Amount
Ag Conf Social Registration	0.0
Annual Meeting Registration	\$ 0.0
Membership Dues	\$ 620.00
Sponsor donations	\$.00
Interest	\$ 53.03
Total Income to Date 2020	\$ 673.03
Expense	Amount
Ag Conf Social	\$ 0
Annual meeting Costs	\$ 0
Board Expense	\$ 0
Chapter meeting	\$ 0
Professional Development * travel scholarships	\$ 0
Awards Recognition	\$ 0
Scholarships – 2 students	\$ 0
Support	\$ 0
Total Expenses as of 12/2/19	\$ 0

Rebekka reported that one of our Certificate of Deposits is due to expire on August 18, 2020, given the circumstances as of today, she is not sure what the interest rate will be when we renew. The current rate is 2.08%, earlier this year when another of the CDs matured the rate given was 1.54%. While the group still has time to decide on what to do with this CD, Dudensing thought she should bring this to the Boards attention. After much discussion it was suggested by Monty Dozier to let Rebekka watch the market and report back to the group in July.

A motion was made by Dean McCorkle and second by Billy Warrick to accept the treasurer report. All were in favor.

- c. **Membership** Rebekka reported that we have 30 paid members, 14 First Year members and 116 lifetime members. That is a total of 160 members.
- d. **Financial Audit** – Will Keeling reported that he will be looking for a volunteer to assist him with the financial audit later this summer.
- e. **Awards** – Kay Ledbetter reported that as of May 4, 2020 she had a total of 4 nominations for awards (2 for support staff, 1 in special category – IPM, and 1 for FCS). Kay asked the group if the nomination deadline should be extended until Friday, May 8th at 5 PM. The group agreed and an email will be sent out by J. Hurley letting the membership know of the extension. Kay also confirmed with the group that awards for Agents would be at a meeting they would be attending rather than have them attend a TESA meeting. Support staff award presentations will

also be conducted at local event so as not to incur any additional expenses. If a Friends of Extension award is given, this will happen at a TESA meeting so that we as a group can recognize this individual or group.

- f. **Scholarship** – Janet Hurley volunteered to oversee this committee. She reported that the 2020 applications are out, and students are encouraged to submit their nominations to her by June 29, 2020 at 5:00 PM. She will send out a reminder email in mid-May. The budget allows for two winners this year at \$500 per student.
- g. **Professional Development** – Philip Shackelford was not available due to the COVID response. However, as a group we discussed this program and the budget allows for \$1,500 to be awarded to someone if an application is submitted and awarded. Additionally, since we will not have any Board expenses for this quarter that we can use \$500 to offer travel scholarships to those members who need help to attend that summer annual meeting. DeDe Jones made a motion to accept the budget of \$1,500 for the professional development scholarship and to reallocate Board travel funds of \$500 to support Member travel to the annual meeting. Monty seconded the motion, and all were in favor.
- h. **Retirees** – Billy Warrick reported that we have 115 or 116 Life Members as of today. The discussion on this topic of number of members was due to Jackie Smith who retired and was considered a Lifetime Member. However, since Jackie is working 80% of the time for Extension Billy wanted to confirm with the group Jackie’s retirement status. The group agreed that Jackie should be considered a Lifetime member in good standing. Mac Young who retired earlier this year should also be moved off the active list and over to lifetime as well. The other individual that the group was not sure about was Dr. Robert “Rob” Hogan. Hogan was an Associate Professor and Extension Economist-Management, district economist in District 10 and was stationed at the Texas A&M Extension Center in Uvalde. Dr. Hogan was in declining health when he retired in December 2019 and died on March 17, 2020.
- i. **Industry Liaison/Sponsorships** – Monty Dozier reported that he has not reached to out to our sponsors as he did not want to send them an announcement about meeting that may not happen.
- j. **Website/Historian**- Janet Hurley assumed the responsibility of this duty since she already had access to the TESA website. During the work from home orders, she has been able to devote time to updating the website. She will be working on the professional development section by updating the new guidelines for promotions for Specialists and Program Specialists.
- k. **Others:** n/a

9. New Business

- a. **2020 Annual Meeting** – Greg Kaase reported that the Courtyard by Marriot at New Braunfels River Village is aware of the current situation and is willing be flexible if we cannot meet on July 20-22, 2020. If we decide we will not meet in July, the hotel has asked that we consider using

them in 2021 which the entire group agreed would be the best. If we do meet in July, we are obligated to spend \$8,000 on food and beverages at this location.

- The group discussed this meeting. The Governor will make his recommendations close to May 18th when the current stay at home orders will end. Until then we cannot proceed. Greg K and Dean M have been in contact with the other professional associations – TCAAA is scheduled to hold their meeting July 11 – 15, 2020 at the Embassy Suites in Amarillo. While the Texas Extension Association of Family and Consumer Sciences (TEAFCS) will host their meeting at the Embassy Suites in Amarillo on July 28-30, 2020. Both groups indicated to our leaders that they cannot get out of their contracts so they will be moving forward with their meetings.
 - Greg is going to list this meeting in the Agency Qualtrics survey that asked Specialists and Agents to report any in person programming scheduled between June 1 and August 31.
 - As for an agenda for the July meeting we will use members from our group to present> Monty Dozier did a great job of updating us last year, Peter McGill gave a presentation on VG Young last year, however since many of our members were not on the cruise the group thought it would be good for him to present again. Julie Gould volunteered to give us a training on Teams so we can all learn how to use this program for meetings.
- b. **Chapter Directors Update** – DeDe Jones reported that in December the Chapter Directors she had recruited most of them left the agency. She recruited new individuals many who attended today’s meeting. She did report that we have a couple of openings
- **D-11 Corpus Christi** – suggested Megan Clayton
 - **D-10 Uvalde** – suggested Todd Swift
 - **D-5 Overton** – suggested Larry Pierce
 - **D-8 Stephenville** – DeDe will see if Jason Johnson will help with this area.
- c. **Questions for Extension Administration** – Last December leadership requested that the Associations submit our questions in writing so that they would have a chance to review and respond. Greg reviewed the questions we had.
- One of the discussion points was the newly developed Sounding Board group. The group membership was solicited via the leadership team with nominations for members coming from RPLs, DEAs, ADH, and others. The names were solicited and voted on by Extension employees to formulate this new group.
 - Attached is the PDF file that was sent to all the Associations for members to read.
- d. **Board meeting expenses** – Rebekka stated that we should have no expenses for this meeting.
- e. **2020 annual meeting** – Greg Kaase opened a group discussion regarding the annual meeting and travel scholarships. As a group we discussed the importance of maintaining a minimal budget (\$500) to assist TESA members who do not have money to travel to our annual meeting. This was just following up to what was discussed under old business.

This meeting was adjourned at 11:35 AM

The scheduled PEAC meeting was held with Extension Leadership via Teams from 2: 00 PM – 5:00 PM

May 6, 2020

The General Assembly was conducted via Microsoft Teams – all Association Presidents and Secretaries were asked to record their members who attended.

Greg Kaase, Janet Hurley, Will Keeling, Dean McCorkle, Rebekka Dudensing, Brittany Chesser, Anish Jantrania, Julie Gould, Pancho Abello, Samuel Zapata, Kay Ledbetter, Mengmeng Gu, Dale Mott, Peter McGuill, Susan Himes, Sandra Pierce, and James Jackson

This general assembly session began at 9:06 AM and finished at 10:10 AM total watching audience was 115 people. Dr. Hyde spoke about the budget, strategic plan and hiring an outside agency to look at how we as an AgriLife Extension operate and communicate.

Dr. Hyde also mentioned that he would cover in more detail some of the questions that were brought up during the PEAC meeting on Friday, May 8, 2020 during the weekly Microsoft Teams meeting. A recording for that event can be found here

Finally, Dr. Hyde did confirm that the University System and AgriLife Extension will be canceling the Zoom contract when it expires on August 31, 2020. Part of the reasoning is cost – the licensing fees are high for what you get. Apparently, as everyone started to switch to Zoom there was some problems from outsiders crashing the meetings. Leadership is aware that we need a unified platform for everything we do.

TESA Executive Board reconvened at 10:35 AM in attendance Greg Kaase, Janet Hurley, Will Keeling, Dean McCorkle, Rebekka Dudensing, Brittany Chesser, Anish Jantrania, Julie Gould, Pancho Abello, Samuel Zapata, Kay Ledbetter, Mengmeng Gu, Dale Mott, Peter McGuill, Susan Himes, Sandra Pierce, and James Jackson

Kaase opened our meeting with a discussion brought up during PEAC. TCAAA informed the group that the 4-H Center in Brownwood asked for a \$1,400 deposit since the groups were not meeting. This charge was a surprise to the group but after further discussion it became clear that typically when we all register for the event those funds go directly to the Center. However, with no one coming there their budget had been impacted as well. TCAAA asked the other Associations if we meet in December could they be the host Association so they can recoup these costs. Our group agreed that would be fair and supported Greg with this suggestion.

Dean McCorkle and Greg Kaase represented TESA at the PEAC meeting. The meeting lasted 2 hours and the question and answer document was not discussed.

They did discuss Internal Sounding Board. According to leadership this group will replace the Associations role in sending questions to Administrators. Hyde feels that first questions coming twice a year are in some ways too late and that interaction with the professional associations should be more on expanding professional development not having to deal with day to day operational problems. The sounding board will meet four times a year.

The majority of the PEAC meeting was discussing what the five professional associations do for their members. Also why isn't every employee a member of these associations, one of the reasons why sounding board is supposed to represent all Extension employees. Dr. Hyde wanted to know if the Associations have mentoring programs, do they do any goal setting, and organizational support.

At the same time, what type of professional development sessions are offered. Greg informed leadership that our annual meeting is a professional development meeting and shared the topics we have had at past meetings. He also informed them of our student scholarships, the awards program we offer plus the professional development scholarship program we offer.

Greg transitioned the PEAC meeting discussion with how we recruit and retain members which has been a problem for several years. As a group we discussed ways to recruit members from following up after new employee orientation. Having the annual meeting but offering continuing education credit for those who might need it.

If you are reading this and have ideas please send them to Greg, Rebekka or Janet

The meeting was adjourned at 11:25 AM

Follow up: Janet Hurley contacted Philip Shackelford regarding the professional development scholarship program. Since Philip is helping with disaster relief efforts, he approved Janet to send out the scholarship information for him. An email will go out to members on May 11, 2020.

Texas Extension Specialists Association								
Treasurer and Membership Report:		5/4/2020	(Includes May 2020 bank statements)					
Account Balances - As of: 5/4/2020								
	Account	Balance	Maturity	Rate				
	TESA-I4 Certificate of Deposit	\$ 3,780.67	2/17/2021	1.83%				
	TESA-I4.1 Certificate of Deposit	\$ 3,775.65	2/19/2020	1.54%	was 1.49% before reinvested 2/19/20			
	TESA-I4.2 Certificate of Deposit	\$ 3,789.07	8/18/2020	2.08%	What do we want to do with this? Interest rates likley low.			
	TESA-S1 Savings	\$ 726.88		0.05%				
	TESA-S8 Checking	\$ 11,754.68		0.05%				
	TEEFI Account #2500 (thru 3/31/2020, dated 4/24/20)	\$ 7,640.87	Account used to collect credit card payments (5% fee)					
	Caash	\$ 20.00			Cash dues payment 3/6/2020			
	Total	\$ 31,487.82						
Income/Expense by Category -2014 through 5/4/2020								
							Proposed 2020	Actual-to-date
INCOME	2014	2015	2016	2017	2018	2019	Budget	2020
01 - Ag Conf Social Registration	\$0.00	\$110.00	\$170.00	\$0.00	\$0.00	\$0.00	\$0.00	
02 - Annual Meeting Registration	\$2,631.25	\$3,020.50	\$2,890.00	\$3,035.00	\$2,835.00	\$1,870.00	\$2,500.00	
03 - Membership Dues	\$1,065.00	\$1,145.00	\$900.00	\$980.00	\$960.00	\$600.00	\$1,000.00	\$620.00
04 - Sponsor Donations	\$13,150.00	\$11,400.00	\$10,650.00	\$11,950.00	\$11,350.00	10,950.00	\$11,500.00	
05 - Interest	\$33.08	\$31.68	\$31.25	\$30.58	\$57.03	\$168.64	\$50.00	\$53.03
TOTAL INCOME	\$16,879.33	\$15,707.18	\$14,641.25	\$15,995.58	\$15,202.03	\$13,588.64	\$15,050.00	\$673.03
EXPENSES								
01 - Ag Conf Social	\$0.00	\$545.17	\$667.75	\$0.00	\$0.00	\$0.00	\$0.00	
02 - Annual Meeting Costs	\$9,042.50	\$10,139.50	\$6,133.62	\$9,463.98	\$9,515.44	\$1,199.73	\$9,500.00	
Annual Meeting Cost - 2019 Cruise Deposit					\$12,250.00	\$0.00		
03 - Board Expense	\$3,450.64	\$2,614.85	\$1,742.68	\$2,850.06	\$2,042.90	\$2,739.50	\$2,400.00	
04 - Chapter Meeting					\$49.60	\$0.00	\$100.00	
05 - Professional Development	-\$1,437.00	\$1,495.00	\$0.00	\$2,500.00	\$0.00	\$0.00	\$1,500.00	
05a - Prof. Dev. Meeting/Travel Grant					\$889.86	\$2,456.38		
06 - Awards - Recognitions	\$182.11	\$277.38	\$233.75	\$275.00	\$821.60	\$503.75	\$500.00	
07 - Scholarships	\$0.00	\$1,000.00	1,000.00	1,000.00	\$0.00	\$500.00	\$1,000.00	
08 - Support	\$447.68	\$905.43	\$144.00	\$0.00	\$0.00	\$0.00	\$0.00	
TOTAL EXPENSES	\$11,685.93	\$16,977.33	\$9,921.80	\$16,089.04	\$25,569.40	\$7,399.36	\$15,000.00	\$0.00
OVERALL TOTAL	\$5,193.40	-\$1,270.15	\$4,719.45	-\$93.46	-\$10,367.37	\$6,189.28	\$50.00	\$673.03
Membership Totals -2014 through 5/4/2020								
	2014	2015	2016	2017	2018	2019		2020
Paid Members	55	55	47	43	45	30		31
Complimentary First Year Members	10	10	27	8	10	14		3
Paid + Complimentary	65	65	74	51	55	44		34
Lifetime Members	126	125	123	122	119	116		115
Total	191	190	197	173	174	160		149