

# Chi Epsilon Sigma Gamma Chapter

The National Cooperative Extension Support Staff  
Fraternity of the University of Kentucky

## **Officers**

### **President**

Marie Grimes

### **Vice President**

Katie Sandlin

### **Secretary**

Ryan Linton

### **Treasurer**

Georganne Collins

### **Annalist**

Robyn Edgell

### **Past President**

Kim Campbell

## **Directors**

### **West Region**

W 1-2, Tami Widelski

W 3-4, Lisa James

W 5-6, Brandy Garcia

W 7-8, Kim Hollinsworth

### **Central Region**

C 1-2, Carol Sue Thompson

C 3-4, Hannah Drury-Watkins

C 5-6, Lisa Casteel

C 7-8, Stephanie Howard

### **East Region**

E 1-2, Lisa Stevens

E 3-4, Brittany Browning

E 5-6, Deborah Dunaway

E 7-8, Stephanie Meredith

### **Campus**

UK Lexington,

Melissa Feddes

UK Princeton,

Vickie Belt

UK-Robinson Station,

Josh Mullins

## **ChiES Board Meeting**

**November 12, 2024 at 10:00 AM**

**The Crowne Plaza in Louisville, KY**

President Marie Grimes called the meeting to order.

Officers Marie Grimes, Katie Sandlin, Ryan Linton, Georganne Collins, Robyn Edgell, and Kim Campbell were present. Directors Lisa James, Brandy Garcia, Kim Hollinsworth, Carol Sue Thompson, Hannah Drury-Watkins, Lisa Casteel, Stephanie Howard, Lisa Stevens, Brittany Browning, Melissa Feddes, Vickie Belt, and Josh Mullins were present and Tami Widelski attended via Zoom call.

Members Stephanie Meredith and Deborah Dunaway were present, in-person and via Zoom, respectively.

### **Installation of Director**

Stephanie Meredith was installed as the Director of the E 7-8 areas.

### **Introduction of Officers and Directors**

Led by Marie Grimes

### **Board Holiday Photo**

### **Secretary Report**

Ryan Linton presented the minutes from the August 16th board meeting. Kim Campbell moved to approve the minutes as presented. Lisa Casteel seconded the motion. The motion carried unanimously.

### **Treasurer Report**

Georganne Collins presented the treasurer report with a checking account balance of \$27, 551.52.

### **ChiES Membership Update**

Georganne Collins presented the membership update. As of November 12, 56 people have responded to the membership Qualtrics. 90% have responded that they plan on coming to the Annual Conference.

There is a new form that must be completed and given to supervisors to approve the use of professional improvement funds for professional association dues. It can be found in the Extension Manual, in the ChiES team page, and can be requested by contacting your AED.

It was suggested that Directors reach out to their areas to inform new employees and returning members that membership registration for ChiES is open.

### **Staff Appreciation Day Recap**

Staff Appreciation Day was successful. A drawing was done at the end of the meeting for two individuals, one ChiES member and one non-member, to receive a gift.

Our two winners for the Staff Appreciation Drawing:

Member: Sherry Coffey

Non Member: Bashir Akhoon

An officer will reach out to them to get them their prize.

### **2026 Conference Update**

Members of the Executive Board went to Paducah, KY in September to tour potential facilities for the 2026 Conference. They toured two hotels and the convention center. There are plans for another hotel to be built down by the convention center that may be finished before the conference. Currently, membership would have to be split between two hotels because neither hotel can accommodate the current size of our conference.

### **2025 Conference Updates**

#### **Awards Committee - Stephanie Howard, Hannah Drury, Brittany Browning**

Stephanie Howard is working to have applications sent out as soon as possible, they are projected to be sent out by the end of January.

### **Annual Meeting Committees**

Breakout Session/ Registration Packet Committee - Ryan Linton, Georganne Collins, Josh Mullins, Katie Sandlin, Carol Sue Thompson, Brittany Browning

There are no updates on the registration packet.

It was decided that professional development funds can be used to pay for the cutting board session. There will be a toggle function on the registration Qualtrics. For the cutting board class it was suggested by Stephanie Meredith that we use press and seal carpet cover to handle potential messes as a result of the sanding of the boards. She donated a partial roll to the board for this purpose. Each cutting board session will be capped at 45 participants; however, the final session may be capped at 60 to accommodate for increased participation.

Kim Campbell moved that John Marcum would be granted a one-time use of the boards complimentary room. Robyn Edgell seconded the motion. The motion carried unanimously.

It was discussed that we may need to expand the selection of sessions being offered to at least seven options per session time to accommodate our growing size.

#### **Door Prize Committee - Vickie Belt, Melissa Feddes, Lisa James, Tammy Widelski**

Vickie Belt has met with previous committee members to figure out a budget. There are currently 25 different door prizes. Robyn Edgell's office donated UK items to the door prize committee. It is projected that the Door Prize committee is currently operating under budget. Melissa Feddes shared that she has purchased several items from Bluegrass Bids, which has helped keep costs low.

#### **Facilities/ Equipment Committee - Carol Sue Thompson, Ryan Linton, Marie Grimes, Melissa Feddes**

We will have to purchase internet and other AV equipment from the hotel. There is a budget of \$6,000.00 for audio/visual, the projector package per day, per room is \$500.00. If we were to bring

our own A/V equipment we would be required to “buy out” the hotel’s AV package.

Entertainment and Activities Committee - Katie Sandlin, Ryan Linton, Brittany Browning, Robyn Edgell, Brandi Garcia

It was decided to provide light entertainment on Thursday night, in favor of letting members explore Louisville and offering a list of things to do throughout the city.

The UK Zoom during the Member Orientation on Wednesday night will need to be organized.

Greeting and Welcome Committee - Tammy Widelski, Marie Grimes, Lisa Casteel, Kim Campbell  
There are no committee updates.

Guest Speaker Committee - Ryan Linton, Brittany Browning, Carol Sue Thompson, Brandi Garcia  
Marie Grimes will reach out to Dr. Stephenson. If she is unavailable Ryan Linton will reach out to Natasha Lucas or David Weissenhorn. There was discussion about inviting the new dean to be a speaker alongside Dr. Stephenson or Natasha Lucas.

Member and Speaker Gifts Committee - Robyn Edgell, Katie Sandlin, Lisa James, Vickie Belt  
The board took time passing around gift samples. Brittany Browning moved to eliminate a notebook from the member gifts in favor of getting a better backpack. Lisa Casteel seconded the motion. The motion passed unanimously. The Committee will decide what backpack and embroidery we will use.

Lisa Stevens moved that we select the cup with the clear lid and have the 25th anniversary logo on it. Lisa Casteel seconded the motion. The motion passed unanimously.

The committee decided upon a black shirt with gray writing. It would have the standard ChiES logo on the front and the 25th Anniversary logo on the back.

Conference Overview and Welcome Committee - Marie Grimes, Robyn Edgell, Executive Board  
The “Who to Call?” document was passed around the board and updated. Edits will be made and the document will be send out to membership, it was agreed that the resources can be shared with non-ChiES members.

Registration Table Committee - Josh Mullins, Kim Campbell, Stephanie Howard, Brandi Garcia  
There are no committee updates. Marie Grimes will have tablecloths for the tables at Conference.

Special Theme Committee - Hannah Drury, Katie Sandlin, Robyn Edgell, Ryan Linton, Vickie Belt, Lisa Casteel, Lisa James

Hannah Drury presented two flyers made by the committee, a Gala invitation and the other a conference information flyer. It was suggested to change wording and move the UK logo to the bottom of the page. The committee presented a vision board for decoration and the board decided on a balloon arch. Stephanie will check on having ropes for the red carpet. Area photos might be moved to Thursday night when attendees are dressed up for the Gala.

Ryan Linton will contact Ag Comm to see if they can do headshots and be ‘paparazzi’ for Thursday night’s Gala.

Food

Wednesday:

Hors d’oeuvres - small cheese tray, small fruit tray, small charcuterie board

Thursday:

Breakfast - American Breakfast buffet: fruit, scrambled eggs, sausage, bacon, hashbrowns, bis

cuits, orange juice, tea, and coffee

Lunch - Box Lunches: Three options are croissant sandwiches, chicken salad wraps, salad

Dinner: Salads - House and Caesar; Main Course - Grilled Chicken, Porkchop; Sides - Mashed Potatoes, Green Bean Casserole, Carrots; Dessert - Triple Chocolate Cake, Raspberry Cheesecake

Friday:

Breakfast Buffet - Same as Thursday Breakfast

**Professional Improvement/ Scholarship Committee - Hannah Drury, Marie Grimes, Melissa Feddes**

Application will be due back by March 7th. Ohio State ChiES will be judging these applications. The plan is to get these out as soon as possible, there also needs to be clarification that these scholarships will be awarded at the Conference and reimbursed afterwards. The committee will work on updating certificates.

**Nominating Committee - Kim Campbell, Vickie Belt, Marie Grimes, Katie Sandlin**

There is currently a full board. Kim Campbell will begin reaching out to Directors and Officers that will be finishing their terms this year.

**Budget Committee - Georganne Collins**

There are no committee updates.

**Constitution and Bylaws Committee - Kim Campbell, Ryan Linton, Robyn Edgell**

There are no committee updates.

**Open Discussion**

A member of the board suggested we have a display featuring past pictures and documentation from Chi Epsilon Sigma. Robyn Edgell and Ryan Linton will work on this. The board toured the meeting rooms of the hotel, there was discussion about using either the Coronet ballroom as planned, or seeing if the Crowne ballroom could accommodate us instead.

Marie Grimes adjourned the meeting at 2:30 PM.

Respectfully submitted,

Ryan Linton, Secretary

