

2005 Minutes of the Executive Committee of the Extension Section

Extension Section Teleconference

10:30 CST, December 14, 2005

Chair Karen Klonsky convened the teleconference at 8:36 am PST. Other members participating were William Edwards, Wesley Musser, Jim Novak, Bob Craven, Henry Bahn, Sam Funk and Steve Buccola.

Minutes

The minutes from the November meeting were approved as corrected.

Symposia for Extension Track

The Extension track was submitted for approval to the AAEA Board. It included seven organized symposia, a preconference study tour, the Extension Section business meeting, the Extension section reception, and the Extension luncheon. Steve Buccola reported that the Board would consider all the track proposals at their next meeting. Sam Funk notified the members who submitted proposals that were not included as part of the Extension track. They can be submitted in the general group of symposia proposals. Discussion of the selection process and score sheet ensued. Free sessions for the AAEA meeting have been blended into the symposia selection process.

Nominations

The nominations committee for 2006 consists of Jim Novak, Karen Klonsky and William Edwards. Board members are encouraged to submit suggestions to any of the nomination committee members. Karen will ask for nominations from the general Section membership in the next newsletters. Nominations should be submitted to the AAEA Business Office by March 1.

Graduate Student Award

The AAEA Board will consider this proposal at their January meeting. No action will be taken until the results are known, but it would be desirable to solicit entries as soon after this as possible, if it is approved. The Extension section will proceed with the graduate student competition as an Extension Section activity even if it is not sanctioned as an AAEA event.

Reception

The Center for Farm Financial Management will contribute \$500 again to help fund the Section reception. Bob Craven will contact Farmdoc coordinators at the U. of Illinois to see if they will pledge a similar amount.

Newsletter

Karen will prepare a short newsletter to all Section members reminding them to renew their memberships, nominate new board members, and submit award applications. Discussion about how members can verify their membership on the AAEA web site took place. Steve Buccola will bring this to the attention of the AAEA Board.

The next conference call will be **January 11** at 8:30 PST. Jim Novak moved to adjourn the meeting. Motion passed at 9:16 am PST.

Respectfully submitted,
William Edwards
Acting Secretary

Extension Section Teleconference
10:30 CST, November 9, 2005

Chair Karen Klonsky convened the teleconference at 8:30 am pacific time. Other members participating were William Edwards, Wesley Musser, Yvonne Kirkpatrick, Mike Sands, Jim Novak, Bob Craven, Duncan Chembezi and Henry Bahn.

Minutes

Mike Sands moved approval of the minutes from the October meeting. Motion carried.

Symposia for Extension Track

Eight proposals for symposia in addition to those for crops, livestock and policy outlook were submitted for the Extension Track. Karen will circulate them to the whole board for evaluation. Criteria will include general quality of the proposal, potential to generate interest among those attending the meeting, contribution to a balanced track, and whether or not the topic has been covered in recent years. Potential for proposals to be combined, and likelihood of being accepted for the general program, can also be considered. Evaluations should be returned to Karen by November 18. The Extension Track proposal must be submitted to the AAEA Board by December 1. A subcommittee composed of Karen, William, Sam, Wes and Laurence will make the final determination.

Preconference Tour

Karen reported that Eta Takele, farm advisor for Riverside (California) County, and Howard Rosenberg of UC-Berkeley will help plan the preconference agricultural tour for next summer. Destination will be Ventura County. Ventura County farm advisor Ben Faber will also assist. A tentative plan should be in place by February or March, and a final itinerary set by June. Due to the distance involved, the bus will leave at 7:30 am.

Nominations

The nominations committee for 2006 will consist of Jim Novak, Karen Klonsky and William Edwards. Candidates to replace one at-large director (Mike Sands) and the Southern Region director (Dennis Fisher) will need to be identified, as well as candidates for president-elect. Please submit suggestions to any of the nomination committee members.

Financial

Yvonne reported that the Extension luncheon from the last AAEA meeting had a cash surplus of \$71 and the agricultural tour had a surplus of \$530.

Co-sponsorship

Karen suggested that the Extension Section consider co-sponsoring events outside the annual AAEA meeting. Henry Bahn suggested a conference to discuss projecting the economic consequences of drastic shocks to the nation's agriculture and food chain.

Next Call

The next conference call will be **December 14** at 8:30 PST. Jim Novak moved to adjourn the meeting. Motion passed at 11:22 am CST.

Respectfully submitted,
William Edwards
Acting Secretary

AAEA Extension Section Teleconference Minutes October 12, 2005

President Karen Klonsky convened the teleconference at 8:45 a.m. pacific time. Participating in the call were:

Karen Klonsky
Jim Novak
Laurence Crane
Duncan Chembezi
Wendy Umberger
Mike Sands
Sam Funk
Henry Bahn
Steve Buccola
Yvonne Bennett, AAEA

Absent
Dennis Fisher
William Edwards
Bob Craven
Wes Musser

I. Minutes

Minutes for the September 14, 2005 AAEA Extension Section Board teleconference were reviewed with no corrections. Motion to approve was unanimous.

II: Reports

A. Conference Call with Section Chairs—Karen Klonsky

Karen reported on the Section Chairs' conference call. Their discussion focused on coordination of section activities and the need for consistency across sections. This would include pricing of activities, particularly section lunches. Yvonne reported that a new meeting manager is in place and has begun working on meeting issues.

B. Report from AAEA Executive Board—Steve Buccola

The Board will discuss guidelines for section awards at their January meeting. These guidelines will be effective starting with the 2007 (Portland) meetings, not 2006 (Long Beach). They will also be reviewing and establishing policy regarding speakers from outside the association being required to pay membership dues and meeting registration fees. One approach is to have a reduced one-day fee for participants who only attend one event. Another is for the section to sponsor and pay the dues and fees for their speakers. The policy would be effective for the 2007 meeting, thus for 2006 the current policy of case-by-case fee waivers from the AAEA president will be in effect.

C. Extension Track Activities

1. Organized Symposia—Sam Funk

No submissions have been received but Sam has had several calls indicating interest. He will forward submissions to Karen as they come in. November 1st is the deadline for submissions. Duncan Chembezi will work with COSBAE (Committee on the Opportunities and Status of Blacks in Agricultural Economics) to see about organizing and listing a joint session.

Karen reported that she was contacted by the Seniors Section and FAMPS about co-sponsoring sessions. A lengthy discussion ensued about the implications of co-

- sponsoring sessions for the number of symposia submissions for the track. Yvonne said she would follow up with clarification.
- 2. Livestock Outlook—Wendy Umberger**
Wendy reported that progress is being made on organizing this session. Trade is one possible topic being pursued.
 - 3. Crops Outlook—Mike Sands**
Mike reported that he is on schedule in organizing the crops outlook session. Input cost is one potential topic being considered.
 - 4. Policy Outlook—Jim Novak**
Jim reported that the policy session is, in principle, on schedule. He noted that the timing of the meeting with respect to the farm bill is a potential problem. He will pursue joint listing of this session with FAMPS (Food and Agricultural Marketing Policy Section).
 - 5. 2006 Study Tour—Karen Klonsky**
Howard Rosenberg (Berkley) is being considered. The focus would be on labor issues. The deadline for final description of the tour for registration materials is in January.
 - 6. 2006 Luncheon Speaker—Karen Klonsky**
Caren Caplan is being considered. The focus would be on food distribution and food safety issues. Another possibility is the CA Secretary of Ag.
 - 7. Graduate Student Competition and Website Awards**
No report on the website award (William Edwards not on the call). Moreover, no action needed prior to AAEA Executive Board January meeting where they will be establishing guidelines for awards given by sections. However, we need to move forward on the graduate student competition. Henry Bahn will send out an announcement on List-Serve to all department Chairs giving them a heads-up regarding the award. Discussion occurred on encouraging AAEA to increase the size of the current \$500 award to Masters Thesis winners.

III. Business

A. Nominating Committee

The committee consists of the Past President (Jim Novak), President Elect (William Edwards) and Current President (Karen Klonsky). March 1st is the deadline for the slate of Extension Section Board candidates to be established. Yvonne reminded call participants that nominations for general AAEA officers are due by Friday, October 14th.

B. Membership Recruitment

A brief discussion was held on recruiting members for the Extension Section. Karen stated that one goal should be that if an extension person joined AAEA that they should also join the section. Karen will provide a message to the AAEA office for dissemination to all AAEA members outlining our activities as selling points for joining the section.

IV. Next Meeting

The next meeting will be November 9, 2005 at 8:30 a.m. pacific time.

The meeting was adjourned at 9:35 a.m. (Pacific Time)

Respectfully submitted,
Laurence Crane
Secretary-treasurer

AAEA Extension Section Teleconference Minutes September 14, 2005

President Karen Klonsky convened the teleconference at 8:30 am pacific time. Participating in the call were:

Karen Klonsky
Jim Novak
William Edwards
Laurence Crane
Wendy Umberger
Bob Craven
Wes Musser
Mike Sands
Sam Funk
Henry Bahn
Steve Buccola
Yvonne Bennett, AAEA

Absent
Dennis Fisher
Duncan Chembezi

I. Minutes

Minutes for the August 17, 2005 AAEA Extension Section Board teleconference were reviewed with no corrections. Motion to approve was unanimous.

II. Reports

A. AAEA 2005 annual meeting recap—Yvonne Bennett

The meeting was viewed as being successful from several perspectives, including surveys, evaluation forms, and direct comments.

Attendance was strong (1335) and exceeded the pre-meeting goal (1310) but there were some negative budget impacts. For example early registration was up over the previous year (due mainly to having registration materials out earlier), but late registrations that have higher registrations fees were down. Also there was increased attendance by students who pay reduced registration fees.

AAEA has a relatively new staff team who preformed well and did a good job behind the scenes. Communication was a problem at times and the staff recognizes this can be improved. This year an independent contractor was used to help with the meeting creating some of the communication issues. Next year AAEA staff will perform the functions handled by the independent contractor. Wes Musser commented that the independent contractor had been excellent to work with in his planning of the section tour at the meeting.

There are still some challenges with the COS software to have it perform the way we would like and staff are working with COS to resolve the issues. There are two years remaining on the contract with COS and AAEA is looking and researching alternatives to COS when the contract is up. The time and money invested in modifying COS to our needs and the learning curve associated with any new software are concerns.

There were some logistical challenges at the meeting due to events being held in three locations. This is not a simple issue to solve because even though having all meeting activities at one location is desirable, it is difficult to acquire such accommodations because the sleeping room-to-meeting space ratio for our group is not in our favor. We have very low sleeping room numbers for the amount of meeting space we need.

AAEA staff are looking at the demographics of those attending the annual meeting and the impact on association membership. There is a younger audience at recent meetings compared to the past and it is important to meet their needs and keep them involved in the association.

AAEA Executive Board will be reviewing the policy of speakers from outside the profession being required to pay association dues and registration fees to participate in the annual meetings. They will also be evaluating the number of tracks per section, the ratio of tracks per section membership, and the overlap in topics and content. We can expect further guidance after their January meeting, but because the Extension Section is a large section there likely will be minor impact on us for the 2006 meeting. Also to be discussed is the policy of having a unified luncheon price across all sections. The Board will also develop guidelines for section awards at the January meeting.

III. Business

A. Extension Track

The review panel for 2006 meeting proposals will consist of Sam Funk, Jim Novak, and Karen Klonsky. Sam will receive the proposals.

Wendy Umberger will be responsible for organizing the livestock outlook.

Mike Sands will contact Kim Anderson (Oklahoma State University) and be responsible for organizing the crops outlook.

Jim Novak will head the policy outlook and make contact with Joy Harwood and Craig Jager and secure their commitment to help organize and participate.

Karen will send out the needed information to those responsible and the notice to have information back by November 1, 2005.

B. Newsletter

The newsletter is ready to go and Karen and Jim will get it out shortly.

C. Pre-conference tour and Luncheon Speaker

Karen is working on organizing the tour and will be making preliminary contacts for an agribusiness speaker. It was suggested she pursue someone from the Almond Board to discuss labor issues.

D. Website Award

William Edwards will lead this activity but will wait to move forward until after the AAEA Executive Board January meeting where they will be establishing guidelines for awards given by sections.

IV. Next Meeting

The next meeting will be October 12, 2005 at 8:30 a.m. pacific time.

The meeting was adjourned at 9:37 a.m.

Respectfully submitted,
Laurence Crane
Secretary-treasurer

AAEA Extension Section Teleconference Minutes
Aug 17, 2005.

President Karen Klonsky convened the teleconference at 8:40 am pacific time. Participating in the call were:

Karen Klonsky
Jim Novak
William Edwards
Laurence Crane
Wendy Umberger
Bob Craven
Wes Musser
Mike Sands
Sam Funk
Henry Bahn
Steve Buccola
Marilyn Moehlmann, AAEA

Absent
Dennis Fisher
Duncan Chembezi

I. Reports

Minutes for the July 24, 2005 AAEA Extension Section business meeting were reviewed with no corrections. Motion to approve was unanimous.

II: Old Business

A. AAEA annual meeting recap

1. Reception

The reception was well attended (50-60) and believed to be a success. Novak will send thank-you letters to the two sponsors, The Center for Farm Financial Management (University of Minnesota) and FarmDoc (University of Illinois).

2. Tour

The tour was well publicized and well attended (44-45). Edwards and Musser have sent than you notes to the three farms and those who helped plan and organize the tour. Klonsky has started the pre-planning on a tour for the California meeting next year. To aid those who plan future tours Musser is preparing a summary of suggestions from things learned this year.

3. Track

Discussion centered on invited presenters who are not AAEA members and the requirement to pay membership dues and meeting registration fees. Moehlmann reported that there is some flexibility and recent history in waiving fees on a case by case basis. The AAEA president made the decisions. One suggestion was to allow one day registration and/or waive membership for outside speakers. It was pointed out that this policy could be abused by regular members. Steve Buccola is going to bring the issue of registration costs for outside speakers up to the AAEA board to form a policy.

4. Luncheon

Discussion centered on possible speakers for next year. Klonsky will pursue the possibilities discussed and report back at a future meeting.

5. Website award

It was decided to continue with the award for another year. Discussion centered on the focus for the award. Wording for the award will be developed after the AAEA Board meets in January to establish guidelines for awards given by sections.

B. Committee Reports:

1. Graduate Student Award

Novak reported that there are still some unresolved issues with the AAEA Board regarding the wording of the award. The AAEA Board is planning to develop guidelines for awards given by sections at their January meeting.

III. New Business:

A. 2005 Extension track call, revisions to call, suggestions from symposia

Klonsky will develop a draft of track publicity and report at a future meeting. The merits of combining the two outlook sessions (crop and livestock) were discussed. It was decided to remain flexible and combine only if the quantity and quality of competing proposals warranted a combination.

B. Dues for 2005 - 2006, should we increase amount?

It was determined to keep the section dues the same for next year.

C. AAEA section brochure

The AAEA office has requested a one paragraph description of each section to be used in promotional activities. Klonsky will develop the paragraph for the extension section.

D. Newsletters

Writing the newsletter on a regular basis was discussed. It was determined to continue sending out the newsletter on an as needed basis. Klonsky will draft a newsletter reporting on the tour at the annual meeting. Individuals with photos to use in the newsletter should be sent to her for consideration.

IV. Next Meeting

The next meeting will be September 14, 2005 at 8:30 a.m. pacific time.

The meeting was adjourned at 12:47 p.m.

Respectfully submitted,
Laurence Crane
Secretary-treasurer

AAEA Extension Section Meeting Minutes July 24, 2005.

The meeting was called to order by President Jim Novak at 2:25 pm EDT.

Thirty-one persons attended (see attached list). Introductions were made.

Minutes: Minutes of last year's Section meeting in Denver were distributed. Funk moved approval. Motion carried.

Membership: Edwards reported that Section membership was at 197, almost exactly the same as in 2004.

Financial Report: Edwards summarized the financial status of the Section. Account balance on January 1 was \$8,444.42. Net cash flow in 2004 was negative \$83. Revenue and expenses should be about equal in 2005. Stokes moved approval of the report. Motion carried.

Old Business

Election Results: Novak announced that William Edwards (Iowa State University) was elected president-elect for 2005-2006, Bob Craven (University of Minnesota) was elected north central region director, Wendy Umberger was elected western region director, J. Henry Bahn (USDA) was elected director-at-large, and Laurence Crane (NCIS) was elected secretary-treasurer. Karen Klonsky (University of California--Davis) will assume the presidency.

Novak thanked the outgoing Board members: Claudia Parliament (University of Minnesota), Brian Roe (Ohio State University), Russell Tronstad (University of Arizona), and Damona Doye (Oklahoma State University). Plaques will be presented at the luncheon.

AAEA Board: Novak thanked Jon Brandt for serving as the liaison from the AAEA Board to the Extension Section for the past two years. Steve Buccola, president elect of the AAEA Board, will be the new liaison. Future AAEA meetings will be held in Long Beach, CA, Portland, OR, and Orlando, FL.

Extension Reception: The reception will follow the Section meeting. The Center for Farm Financial Management at the University of Minnesota and FarmDoc at the University of Illinois provided financial support this year.

Agricultural Study Tour: Musser reported that the pre-conference Agricultural Study Tour attracted 45 registrants, which was maximum capacity. Sites visited included Port Judith, a commercial fishing port; a horticultural farm and market; a small dairy farm; and a grape farm and winery. Musser moved to send thank-you's to all the tour organizers and hosts, as well as to Joan Greiner of the AAEA business office. Motion carried.

Luncheon: Klonsky reported that the Extension Luncheon speaker would be Kathleen Merrigan of Tufts University, on "Immigrant Farming in the Shadow of the City." Over 100 tickets have been sold.

Extension Track Symposia: The Extension Section Board requested proposals for organized symposia to fill the Extension track this year, with a good response. Consensus was to keep the congressional staffers as part of the policy outlook session. The number of track sessions allowed for a section depends on the membership of the section, but the Extension section should continue to merit the maximum number (seven). Co-sponsorship with other sections is a possibility. A call for proposals for 2006 will go out to Section members by September 1, with a submittal deadline of November 1 to the Section Board and December 1 to the AAEA Board.

A straw vote showed 14 people in favor of organizing an agricultural study tour next year and one person in favor of a pre-conference workshop. The possibility of arriving on Friday afternoon and spending the night at a sight away from Long Beach was discussed.

Consensus was to continue the Extension luncheon on Tuesday.

Timing of the Extension reception was discussed. Ideas included having it in the morning, or in the evening with the university receptions.

Nominations: Section members are encouraged to make nominations for the AAEA Board and Foundation, and to nominate member for Fellows consideration.

Web Site: Doye reported that proceedings or abstracts from Extension track sessions will be posted on the Section web site.

Awards: The Section proposed to the AAEA Board an award to a graduate student who develops a proposed extension program based on his/her thesis topic. A description of the proposal developed by Ricks, Rudstrom and Sanders was distributed. The AAEA Board tabled the proposal, citing a lack of guidelines for action. Brandt and Umberger will review the proposal and revise wording as needed. If the AAEA Board does not approve it as an Association award, the Extension Section can carry it out as a Section activity.

Funk reported on the award for an outstanding individual web site, which will be presented at the luncheon. Presenting an award for an "issue oriented" web site next year was discussed.

A new Association award for an individual with an outstanding extension record and less than 10 years of experience will awarded this year. Four nominations were received. This award and all other Extension awards need to have more nominations, and more documentation about impact of the extension programs recognized.

New Business

Novak thanked Section Board members from the past year, then transferred chairmanship of the Section Board to Klonsky. The full slate of Board members for 2005-2006 is:

President: Karen Klonsky
Past president: Jim Novak
President elect: William Edwards
Secretary-treasurer: Laurence Crane
West region director: Wendy Umberger
Southern region director: Dennis Fisher

North Central region director: Bob Craven
Northeast region director: Wes Musser
1890/1994 institutions director: Duncan Chembezi
At-large directors: Mike Sands, Sam Funk, Henry Bahn
AAEA Board liaison: Steve Buccola

Extension Section track--2006: Proposals for Extension track sessions should be submitted by November 1 so the Board can consider them and submit them to the AAEA Board by December 1. Klonsky will circulate a formal call for proposals to the Section membership by September 1. Three slots will be reserved for policy, crops and livestock outlook sessions.

Triennial Conference: The next triennial conference sponsored by the North Central Farm Management Extension Committee will be held in Rochester, MN, in June of 2007, in conjunction with annual meetings of the farm business management association consultants organizations.

Funk moved that the meeting adjourn. Motion carried. The meeting adjourned at 4:05 pm.

Respectfully submitted,
William Edwards, Secretary

AAEA Extension Section Teleconference Minutes

July 13, 2005.

President Jim Novak convened the teleconference at 10:30 am central time. Other members participating were Brian Roe, William Edwards, Russell Tronstad, Jon Brandt, Wes Musser, and Sam Funk.

Reports

AAEA

Jon reported that registrations for the AAEA annual meeting were ahead of last year's pace. The proposed graduate student extension program award will be considered by the AAEA Board during their meeting on Thursday and Friday. The Extension Track events will take place in Room 557 of the Convention Center.

Pre-conference Agricultural Tour

The pre-conference tour has at least 44 registrations so far. The limit is 46, so the bus will probably be filled. Wes is ordering snacks and water for the trip. Consensus was that 2 bottles of water per person will be enough.

Section Business Meeting

The Section business meeting will be held from 2:30 to 4:30 pm on Sunday, July 24. Jim will develop the agenda and bring 40 handouts with the agenda, annual report, and minutes from the 2004 Section meeting.

Symposia

William reported that Internet access for the Wednesday morning symposium on "What Makes a Great Extension Economics Website" will cost about \$400. Consensus was that speakers could rely on screen shots for their presentations. William will contact the speakers.

Individual Web Site Award

There were several nominations for the individual web site award, but only one was for a truly individual contribution. Sam and Ron Plain will order a plaque to be presented at the luncheon, and see that the winner or the nominator is there to receive it.

Graduate Student Competition

The Graduate Student Section asked for a representative to come to their section meeting to present information about the proposed award. However, their meeting is the same time as the Extension Section meeting, so Jim will send them written information.

New Business

The last AAEA newsletter contained a first call for symposia proposals for 2006, due December 1.

The topic of recognizing extension economists as AAEA Fellows will be on the agenda for the Section meeting. A major effort was made a few years ago to nominate deserving members, so it is time to revisit the issue.

Jim will send out a blast message to the Section members announcing the results of the Section election. Outgoing Board members will be recognized at the luncheon.

The meeting was adjourned at 11:07 am.

Respectfully submitted,
William Edwards
Secretary-treasurer

AAEA Extension Section Teleconference Minutes June 8, 2005.

Chair Jim Novak convened the teleconference at 10:38 am central time. Other members participating were Damona Doye, Brian Roe, William Edwards, Dennis Fisher, and Yvonne Bennett.

Minutes

The minutes from the May teleconference were approved as written.

Reports

AAEA

- Yvonne Bennett reported that registrations for the AAEA annual meeting were ahead of last year's pace. Arrangements have been made with Northwest Airlines for travel discounts to the meeting. Yvonne will send Damona the locations for the Extension Track activities at the annual meeting.
- The pre-conference Agricultural Education tour has 23 registrations so far. More are needed to break even on expenses.
- The AAEA Board will consider the proposed award to a graduate student who develops an extension program, and will report the results to Jim before the Section meeting.
- The work of the AAEA Membership Committee will be given a higher priority in the coming year. A "centennial celebration" committee will be formed.
- The Extension Section now has 193 members, only 2 fewer than last year.
- Results of the AAEA Board election are not yet available.
- The registration fee for AAEA members who attend the ASSA meetings will be higher this year, to cover the cost of audiovisual equipment rental.
- Roger Cox has left the AAEA business office. Terri Haffner will take over the membership work, and Yvonne Bennett will be the contact for Section business affairs.

Election

The new Extension Section Board members are as follows:

President-elect: William Edwards (Iowa State University)

Secretary-treasurer: Laurence Crane (National Crop Insurance Services)

At-large member: J. Henry Bahn (CSREES/USDA)

Western Region: Wendy Umberger (Colorado State University)

North Central Region: Robert Craven (University of Minnesota)

C-FARE

Jim gave an update on Section activities at a meeting of C-FARE. ERS is looking for summer interns.

AAEA Meeting

There has been one nomination for the individual web site award. Deadline is June 30. The pre-conference tour needs to be promoted. Jim will try to get some photos, and get an announcement posted to the AAEA website. This can also be circulated among departments.

The Section business meeting will be held from 2:30 to 4:30 pm on Sunday, July 24. Current Board members should arrive at 2:00 pm.

Web Page

Dennis has hired a new student, who will bring the Section webpage up to date. William will send files of past minutes to Dennis.

New Business

None.

Damona moved to adjourn the meeting. Motion passed at 11:05 am central time.

The next teleconference will be on July 13 at 10:30 am central time. The number to call is 334-844-6064.

Respectfully submitted,
William Edwards
Secretary-treasurer

AAEA Extension Section Teleconference Minutes

May 11, 2005

Chair Jim Novak convened the teleconference at 10:30 am central time. Other members participating were Damona Doye, Sam Funk, Brian Roe, William Edwards, Dennis Fisher, Wes Musser, and Russ Tronstad.

Reports

Minutes

Damona moved that the minutes from the April teleconference be approved as written. Motion carried.

AAEA

Jon Brandt reported to Jim that Roger Cox has terminated his employment with the AAEA office.

Agricultural Tour

Wes reported that the agenda includes a tour of the fishing docks and a fishing vessel at Port Judith, lunch at an outstanding sea food restaurant (3 types of chowder available), a horticultural farm, a dairy farm, and a vineyard/winery (in place of the micro-brewery). Wes will continue to confirm details as they are available. Registrations for the tour are open now. The registration fee is \$80.

Web Page

Dennis is hiring a new student, who will bring the Section webpage up to date. Dennis will request any missing items.

Symposia

Symposia moderators should send Damona the time slot for their sessions so she can make up small schedule cards of the Extension track to pass out.

Awards

Sam reported on the proposed award for a "contribution to a singular website." He will circulate a draft of the criteria for judging. Nominations will be due by June 30, and can be e-mailed to Sam. He will arrange to have a blast e-mail sent to all Section members requesting nominations.

Larry Sanders and Margot Rudstrom have finished developing the proposal for a graduate student outreach program award. Jim will present the proposal to the AAEA Board.

New Business

National Public Policy Conference

Jim reported that the Farm Foundation is providing less support for the National Public Policy Conference than in the past, and suggested that the Extension Section could form a policy subcommittee that could help in an organizational, but not financial, manner. It was suggested that this could be discussed at the annual Section meeting. Sam moved to table the discussion. Motion passed.

Damona moved to adjourn the meeting. Motion passed at 11:20 am central time.

The next teleconference will be on June 8 at 10:30 am central time.

Respectfully submitted,
William Edwards
Secretary-treasurer

AAEA Extension Section Financial Report for 2004

	<u>2004 Budget</u>		<u>2004 Actual</u>		<u>2005 Budget</u>
Revenues					
Dues @ \$10 each	\$ 2,300.00		\$ 1,950.00		\$ 1,800.00
Tours @ \$75	\$ 4,500.00	(60)	\$ 3,975.00	(53)	\$ 3,600.00 (45 @ \$80)
Sponsorships (CFFM)			\$ 700.00		\$ 1,000.00
Miscellaneous income					
Total Income	\$ 6,800.00		\$ 6,625.00		\$ 6,400.00
Expenses					
Awards	\$ 300.00		\$ 282.00		\$ 300.00
Catering/special events	\$ 4,000.00		\$ 4,889.00		\$ 4,500.00
Travel	\$ 500.00		\$ -		
Postage	\$ 10.00		\$ 11.00		\$ 10.00
Telephone	\$ 150.00		\$ 16.00		\$ 20.00
Equipment lease	\$ 20.00		\$ -		
Printing and copying	\$ 125.00		\$ 180.00		\$ 200.00
Professional fees	\$ 1,200.00		\$ 530.00		\$ 1,200.00
Internet	\$ 150.00		\$ -		
Conferences			\$ 500.00		\$ 500.00
Office supplies	\$ 250.00		\$ 300.00		\$ 350.00
Total Expenses	\$ 6,705.00		\$ 6,708.00		\$ 7,080.00
Net Income	\$ 95.00		\$ (83.00)		\$ (680.00)
Beginning Balance	\$ 8,527.42		\$ 8,527.42		\$ 8,444.42
Ending Balance	\$ 8,622.42		\$ 8,444.42		\$ 7,764.42

AAEA Extension Section Teleconference Minutes April 13, 2005.

Chair Jim Novak convened the teleconference at 10:30 am central time. Other members participating were Damona Doye, Sam Funk, Brian Roe, William Edwards, Karen Klonsky, Mike Sands, Wes Musser, and Russ Tronstad.

Reports

Financial

William Edwards circulated a financial summary for 2004 and a budget for 2005 (attached). Marilyn Moehlmann of the AAEA office provided details on revenue and expenses after William visited the office personally. Revenue shown for 2004 did not include registration fees paid for the agricultural tours; hence, a deficit of over \$4,000 was shown. Marilyn will investigate why these fees were not credited to the Extension Section. The actual deficit for 2004 is estimated to be only \$83. The financial report was approved as submitted. William will direct a request to the AAEA office for more detailed accounting, in order to develop realistic budgets for the future.

Current Section membership is 160, a decrease of 20 from this time last year.

Minutes

The minutes from the March teleconference were approved as written.

AAEA

No report from the AAEA Board or the AAEA office was available. No concerns to pass on were expressed.

Tour

Wes circulated several e-mails with a tentative agenda and other details for the pre-conference agricultural tour. Cathy Roheim of the University of Rhode Island Extension plus representatives from the Rhode Island Division of Agriculture are helping make arrangements. The tentative agenda includes a tour of the fishing docks at Port Judith, lunch and three farm tours. Consensus was to end the tour at the Trinity Brew House, which is across the street from the Providence Convention Center. Wes will contact them. Cost of refreshments at the Brew House will be paid individually. Three seats on the bus will be reserved for hosts/guides. Wes will continue to confirm details as they are available. Registrations for the tour are open now. The registration fee is \$80.

Web Page

William will contact Dennis Fisher about posting current minutes on the Section web page

Symposia

Symposia moderators should send Damona the time slot for their sessions so she can make up small schedule cards of the Extension track to pass out.

Ballot

James Wade withdrew as a candidate for the at-large Board member, due to a job change. Damona contacted Mike Woods of Oklahoma State University, who agreed to be a candidate.

Awards

Sam Funk has taken responsibility for developing an award for a “contribution to a singular website.” This could be a personal website or program website to which one individual has made a major contribution. Department chairs, Extension section members, and regional Extension committees will be asked to submit nominations. Sam will recruit a panel to evaluate them. The award will be presented at the Extension luncheon.

Larry Sanders and Margot Rudstrom have finished developing the proposal for a graduate student outreach program award. Jim will ask to present the proposal in person to the AAEA Board.

New Business

2006 Pre-conference Event

A pre-conference event that the Section could sponsor for the 2006 AAEA meetings at Long Beach, California, was discussed. Suggestions included an educational workshop or another agricultural tour. Topics suggested for a tour included agriculture in the region north of San Diego, the Long Beach port, other post-harvest management and export facilities, and the Long Beach wholesale market. Karen will pursue these ideas and explore contacts in the area.

The topic of “farm labor management in a post 9/11 world” was proposed for a workshop or symposium, drawing on expert resources from California Extension and/or industry.

Sam moved to adjourn the meeting. Motion passed at 11:45 am central time.

The next teleconference will be on May 11 at 10:30 am central time.

Respectfully submitted,
William Edwards
Secretary-treasurer

AAEA Extension Section Financial Report for 2004

	<u>2004 Budget</u>		<u>2004 Actual</u>		<u>2005 Budget</u>
Revenues					
Dues @ \$10 each	\$ 2,300.00		\$ 1,950.00		\$ 1,800.00
Tours @ \$75	\$ 4,500.00	(60)	\$ 3,975.00	(53)	\$ 3,600.00 (45 @ \$80)
Sponsorships (CFFM)			\$ 700.00		\$ 1,000.00
Miscellaneous income					
Total Income	\$ 6,800.00		\$ 6,625.00		\$ 6,400.00
Expenses					
Awards	\$ 300.00		\$ 282.00		\$ 300.00
Catering/special events	\$ 4,000.00		\$ 4,889.00		\$ 4,500.00
Travel	\$ 500.00		\$ -		
Postage	\$ 10.00		\$ 11.00		\$ 10.00
Telephone	\$ 150.00		\$ 16.00		\$ 20.00
Equipment lease	\$ 20.00		\$ -		
Printing and copying	\$ 125.00		\$ 180.00		\$ 200.00
Professional fees	\$ 1,200.00		\$ 530.00		\$ 1,200.00
Internet	\$ 150.00		\$ -		
Conferences			\$ 500.00		\$ 500.00
Office supplies	\$ 250.00		\$ 300.00		\$ 350.00
Total Expenses	\$ 6,705.00		\$ 6,708.00		\$ 7,080.00
Net Income	\$ 95.00		\$ (83.00)		\$ (680.00)
Beginning Balance	\$ 8,527.42		\$ 8,527.42		\$ 8,444.42
Ending Balance	\$ 8,622.42		\$ 8,444.42		\$ 7,764.42

AAEA Extension Section Teleconference Minutes
March 9, 2005.

Chair Jim Novak convened the teleconference at 10:30 am central time. Other members participating were Damona Doye, Sam Funk, Brian Roe, William Edwards, and Karen Klonsky.

Reports

Minutes

The minutes from the February teleconference were approved as corrected.

Luncheon

Karen will communicate with Joan Greiner, AAEA meeting organizer, about the menu for the Extension Section luncheon. Joe Outlaw, co-editor of Choices, has asked to make an announcement concerning Choices at the luncheon. Consensus was that this would be appropriate.

Tour

Jim reported that a 49-passenger bus has been chartered for the tour, at a cost of \$850. Damona mentioned the need to reserve several seats for tour guides. A tentative itinerary has been posted on the AAEA meeting website. The registration fee was set at \$80 per person. Jim will continue to communicate with Wes Musser on the details.

Ballot

Wendy Umberger of Colorado State University will replace Dawn Thilmany on the Extension Section ballot as a candidate for Western Region Director, since Dawn is also a candidate for the AAEA Board.

AAEA Board

The AAEA Board approved the Extension Section track for the July meetings.

Awards

Several possible awards that could be presented at the Extension luncheon were discussed. It was decided to present an award for the best individual web page, if Ron Plain is willing to coordinate the process again this year. Nominations would be solicited from Section members and Department chairs. Jim will contact Ron Plain.

Web Page

William will visit with Dennis Fisher about bringing the Section web page up to date.

Karen moved to adjourn the meeting. Motion passed at 11:05 am cst.

The next teleconference will be on April 13 at 10:30 am central time.

Respectfully submitted,
William Edwards
Secretary-treasurer

AAEA Extension Section Teleconference Minutes February 17, 2005.

Chair Jim Novak convened the teleconference at 10:30 am central time. Other members participating were Damona Doye, Sam Funk, Yvonne Bennett, Dennis Fisher, Brian Roe, William Edwards, Karen Klonsky, Mike Sands, and Jon Brandt.

Reports

Minutes

The minutes from the January teleconference were approved as written.

Financial

Marilyn Moehlmann of the AAEA office is closing the accounts through the end of November, and will forward a summary of the Section finances through that date to William.

Luncheon

Karen reported that all arrangements are made for the luncheon. The speaker's biography and photo have been forwarded to AAEA for inclusion in the program.

AAEA Board

Jon reported that AAEA board and Foundation Board ballots will go out in early April. The Extension Section ballot will go out in a separate message at about the same time.

COS is working on scheduling of sessions for the AAEA meeting. Several people mentioned that the COS process for entering information on symposia was very awkward, and questioned whether separate abstracts for each presentation within a symposium were necessary. AAEA is in the 3rd year of a 5-year contract with COS, but COS has been responsive to suggestions for changes this year. Suggestions should be directed to Roger Cox of the AAEA office. Roger was complimented for his quick response to questions and his helpfulness.

Tour

Wes Musser was not available to report on plans for the pre-conference agricultural tour. He intended to make a site visit in late January. Jim will contact Wes for an update, and to remind him to work with Joan Greiner of the AAEA office on arrangements.

Reception

Jim reported that the Extension Section turned down CWAE's offer to jointly host a reception, based on the wishes of one of the sponsors. The Center for Farm Financial Management (U. Minnesota) and the Farmdoc website group (U. Illinois) are each contributing \$500 toward the reception.

Ballot

Damona reported on the slate of candidates for Section offices. Jon noted that Dawn Thilmany is also a candidate for the AAEA Board as well as for the Extension Section Board. Damona will contact her to see if she wishes to be a candidate for both boards.

Awards

William reported that Gary Schnitkey, chair of the AAEA Extension Awards committee, received four nominations for the individual awards (over 10 years experience), three for the under 10 years of experience individual award, and six for the group program award. Nominations were broadly distributed geographically.

CFARE

Jim reported on Extension Section activities to the C-FARE Board meeting in November.

New Business

Karen suggested that small cards with the Extension Section track activities be handed out at the AAEA meeting again. Damona volunteered to make them.

It was agreed to schedule the Extension Section business meeting from 2:30 to 4:30 and the reception from 4:30 to 6:30 pm on Sunday, July 24. The AAEA Fellows recognition will start at 6:30. Jim will convey the times to Joan Greiner.

Karen moved to adjourn the meeting. Motion passed at 11:15 am cst.

The next teleconference will be on March 9 at 10:30 am central time.

Respectfully submitted,

William Edwards

Secretary-treasurer

AAEA Extension Section Teleconference Minutes January 18, 2005.

Chair Jim Novak convened the teleconference at 10:30 am central time. Other members participating were William Edwards, Brian Roe, Mike Sands, Russ Tronstad, and Sam Funk.

Reports

Minutes

The minutes from the December teleconference were approved as corrected. No new financial information was available. Edwards will check with AAEA office on our financial status.

Old Business

Extension Track Proposal

The proposal for the Extension track at the 2005 meetings was approved by the AAEA Board, based on a message from Roger Cox of the AAEA office to Novak. It includes 7 symposia, a preconference agricultural tour, the Section business meeting, a luncheon, and a reception. Organizers for each session will need to enter information in the COS website, but Novak will confirm the procedure for doing this and Funk will notify the organizers.

Extension Reception

Jim Novak reported that the University of Illinois FarmDoc website group has offered to provide additional financial support for the Extension Section reception.

No new information was available regarding the preconference tour or Extension luncheon. Novak will contact Wes Musser regarding plans for the tour.

New Business

Nominations for the AAEA Extension awards are due February 2.

The next conference call will be **February 9** at 10:30 central time.

The meeting adjourned at 10:45 am CST.

Respectfully submitted,
William Edwards
Secretary-treasurer