Tau Chapter Meeting called to order at 1:40 p.m. by President, Cynthia Warner.

**Secretary’s Report**
Kendra gave highlights of the minutes from the November 8, 2012 Annual Meeting. The minutes will be posted on the Tau Chapter website for members to review before the next meeting of Tau Chapter.

**Treasurer’s Report**
John Lea-Cox reviewed the proposed budget for 2013 and gave the financial report for the period of 11/1/2012 through 10/31/2013.

John and David will take care of working out the payment to Guy and Lynn Moore to attend the Galaxy Conference as the Friends of Extension National Award. The expenses are to be covered by Dean Wei’s office (up to $310) and Tau Chapter. If they decline reimbursement we will follow up with them in some way.

We have budgeted for the Voting Delegate ($200) and the Award Winners ($600) who attended Galaxy to receive their awards. Those to receive reimbursement include:

- Voting Delegate – Debbie Ross
- Continuing Excellence – David Ross
- Early Career – Lacie Ashby
- Administrative Leadership – Jennifer Bentlejewski

Our total income, including savings, checking, and CDs totals $13,287.20.

David Ross moved and Sandy Corridon seconded approval of the financial statements. Approved unanimously

**Old Business**
- Galaxy Report – members were recognized at the ESP awards (see above). Secretary Vilsack impressed the group with his presentation to the group. He gave personal experiences with 4-H and agriculture. Extension Director from New Mexico gave a great presentation as well! The auction was done differently this year, since it was a Galaxy Conference meeting and therefore and wasn’t as profitable as in the past.
- Retiree Reunion – Well attended. Dr. Wei covered the cost for the coffee and pastries at the beginning of the event. Dick Wootton spoke about the history of Extension, Brian Magness talked about the campus farm redesign. Dr. Wei was able to attend lunch at the last minute! ESP was recognized for the website support provided.
- Committees – Cynthia shared the 2013 committee list. We identified chairs for each committee in order to ensure that the committees are active in the year ahead. We will encourage all members to sign up for a committee in which to be engaged in the year ahead. The 2013
Awards committee did a great job, thanks in large part to David Ross. We had nominations for almost every category this year and several regional/national award winners. Susan Morris (Tau Chapter History, chair) asked that people share any documents that are appropriate for historical purposes for the archives. Sandy mentioned that we have the original Tau Chapter, ESP Charter and will talk with Dr. Kugler about where it can be hung in Symons Hall. Digital photos of award winners are also wanted.

- New Member Recruitment – Jeff Myers has been working hard to get new members. Aly Valentine and Rick Walter have accepted. David Gordon will be joining as well. We might consider doing something at UME Conference to induct members.
- Joint Council of Extension Professionals for Maryland (JCEP) Concept – At a meeting in September of all the association leaders a concept plan was drafted for review by each of the associations. We also discussed sending a delegation to the JCEP leadership conference in February. A meeting of association leaders will be held on December 18. Debbie will send the invitations. Debbie Ross has developed the concept document to be sent to ESP members for review that will be sent the week of November 11 and to the other association leadership for them to share with their membership for feedback. Dr. Kugler supports the JCEP concept.

Karen Redderson moved and Sandy Corridon seconded that we increase the amount of money for JCEP Leadership conference to $600 to send the President and President-elect. Motion carried.

The delegates will receive some funding from ESP National and it was suggested that we also ask Dan Kugler for an additional $500 to support their travel.

- UME Conference – We will discuss the JCEP concept in a 2-hour session to be led by the association members who attend the meeting on December 18.

New Business

- 100th Anniversary of Smith Lever – We can check the archives to see if any 75th anniversary material is available there. Patsy Ezell will take the lead for Maryland’s celebration. Anne Turkos in University Archives would be willing to work with us to uncover materials that can be used for the celebration.

- PILD – CLCE sends a team and will pay for 50% of the cost. Associations will be contacted for a delegate to be a part of the team. ESP would like to have a delegate. If the 100th Anniversary Celebration during PILD will be open to all we need to encourage Tau Chapter members to attend. John Lea-Cox moved that we would support any member who would like to attend the Smith Lever Celebration at PILD in Arlington, VA with a $25 stipend. Sandy Corridon seconded. Motion carried. Sandy will check with Chris Anderson to see if the celebration will be open.
• Election of Officers – Amanda Wahle, President, John Lea-Cox, Treasurer, Susan Morris, Historian, Cynthia Warner, Past-President based on their current positions. The officer slate presented by the nominating committee is President – elect Denise Frebertshauser and Secretary – Lacie Ashby. Sandy Corridon moved and Susan Morris seconded that we accept the slate of officers as presented. Motion carried.

• Tax exempt status has been automatically revoked due to failure to submit required documents. At this point we need to file as if we are filing for the first time with a note that we previously had this status, revoked as of December 31, 2012. David Ross has been working on this and has figured out how to do this. We need two documents in our constitution and by-laws – the purpose has to be clearly stated in appropriate IRS wording (David has wording). We also need a section that discusses dissolution (David has wording). David Ross moved and Susan Morris seconded that the two required IRS statements be added to the Tau Chapter constitution and bylaws as noted below. These additions would be added as:
  - A) Article II – Purpose, second paragraph
  - B) New Article XVII – Dissolution

The motion was approved. David will make the changes and will send to the membership electronically for an official vote to confirm the changes to the constitution and bylaws. Need to allow 2 weeks for the vote.

John Lea-Cox asked for permission to pay IRS penalties as assessed. Maximum expected to be $300. Debbie moved that we authorize John Lea-Cox to pay assessed penalties and fees to regain IRS status. Karen Redderson seconded. Motion approved. John offered deep thanks to David for following up on this.

2014 Annual Meeting Date Proposal – Tentatively set as Thursday, November 6, 2014.

We will need to find an interim treasurer for 2015 as John will be in Spain for a year.

Meeting adjourned at 3:19 p.m.