



**UMass Extension Board of Public Overseers  
November 14, 2008  
Meeting Notes**

**APPROVED BY BOARD**

Present: Nancy Garrabrants, Jack Angley, Michael Lueders, Patricia Bigelow, Ted Wales, Douglas Petersen, Fred Dabney, Eugene Tworek, Art Eve

Guests: Bob Schrader, Jay Vogt, Bob Luczai

**1. Welcome (9:00 AM)**

Jack Angley opened the meeting and requested a motion to accept the notes of the September 6<sup>th</sup> meeting. A motion to accept was made by Fred Dabney. Motion was seconded by Art Eve.

**2. UMass Update (9:05 AM)**

Nancy Garrabrants began by recognizing that the Hartney Greymont company received the 2008 Small Business of the Year award from the Greater Boston Chamber of Commerce. Ted Wales replied that his company was honored to receive the award.

She then noted the FY09 Extension Projects are posted on web and encouraged members to review [www.umassextension.org/index.php/about-extension/plans-reports](http://www.umassextension.org/index.php/about-extension/plans-reports)

Nancy's FY09 fiscal update included:

1. Current 5% cut of university funds (\$77,000) would be covered by the Vice Provost. There will not be reductions to Extension.
2. Extension is developing a plan for the loss of 4-H funds (\$100,000) vetoed from the MDAR budget by Governor Patrick. There will not be any reduction in staff.
3. Noted switch of \$100,000 of federal IPM funds from formula to competitive funds. UMass will compete for these funds.

Nancy also noted the next issue of the InCommon newsletter will be focused on the Asian Longhorn beetle and will be sent electronically

The start of a strategic planning process for Extension was also announced. Completion date of late spring 2009 is anticipated.

In closing Nancy noted northeast extension directors were going to begin to discuss regional staffing models.

Bob Schrader discussed FY08 end of year fiscal report. Bob commented on the FY08 report. He noted funding was relatively close to projected spending. Spending was higher than projected in Outreach administration. Bob noted a healthy carry forward of federal and trust funds. Fred Dabney expressed great concern that Outreach and Extension Administration costs had increased to a very significant level.

### **3. Introduction to Subcommittee reports (9:45 AM)**

Jack Angley introduced the committee chairs and reports

### **4. Budget Committee – Pat Bigelow & Ted Wales**

Members - Fred Dabney Michael Lueders, Bart Morse, Douglas Petersen

Pat noted the two original subcommittees had met and was proceeding as one committee. She identified committee priorities as:

1. Set calendar for advocacy
2. Build the case for Extension
3. Identify key decision makers at UMass and in legislature
4. Review structure of Extension and location at UMass

Ted added detail, focused on documenting the value of alumni relations and donations to the university.

Nancy requested that action items be amended to reflect all four Extension programs

Discussion of priorities followed.

For the structure of Extension discussion there are two elements. How did Extension get assigned to Outreach and where should Extension be located. Fred Dabney is in charge of this priority. Bob Schrader will assist as requested.

### **5. Membership & Bylaws– Lynn Griesemer**

Members - Rena Lobosco Prendergast, Eugene Tworek

Eugene reported for the committee, noting the goals were for a two year period.

Priorities for the group include:

1. Review enabling legislation
2. Review bylaws
3. Board membership
4. Non-board membership
5. Board management

Discussion followed. In response to Eugene's question, the board specifically supported further investigation of the legislative enabling language.

### **6. Planning & Evaluation – Art Eve**

Members – Ed Bourgeois, Scott Soares

Art Eve reported for the committee.

Priorities include:

1. Review the planning and reporting format for Extension
2. Serve as liaison for strategic planning

#### **7. Self Assessment (11:00 AM)**

Jay Vogt recapped the work of the board and committees to date. He suggested key questions to consider for the committees include:

1. Developing a rhythm – operating method
2. Develop timeline – tasks, persons responsible, data
3. Means of reporting within committee and to the board
4. Consider role of non board members

Jay noted he would summarize the recommendation presented at this meeting.

Discussion of Board meeting schedule followed. The board agreed the schedule needed to be responsive to the budget cycle. Conversation focused on the need to coordinate with both the legislative and university budget process.

After discussion, board agreed to meet on second Friday of March, July, September and December, respectively. The next meeting will be December 12<sup>th</sup> at Shrewsbury

The board also agreed committee reports will be provided to Nancy one week prior to the meeting. Committee report will contain accomplishments as well as priorities for the next three months.

Scott Soares agreed to develop a template for developing a draft of legislative talking points.

Jack Angley requested that Massachusetts Agriculture Day be added to the agenda for December 12<sup>th</sup>.

Meeting Adjourned 11:55 AM

Robert Schrader  
Associate Director  
November 18, 2008