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## Kentucky Extension Association of Family & Consumer Sciences Spring Board Meeting Minutes March 22, 2021 - Zoom Online

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### **NEAFCS CREED**

*As an Extension educator my prime concern is people. I believe it is my responsibility to give the best of my ability and develop myself to be an effective educator. I accept the opportunity to empower individuals, families, and communities to meet their needs and goals through a learning partnership. May I always be willing to accept the challenges of the changing times.*

All business of the Spring 2021 KEAFCS Board meeting was conducted via the online meeting platform Zoom. The meeting was called to order by President Mindy McCulley at 1:02pm. Our Thought for the Day was given by Angie York. A review of Parliamentary Procedure was done by Past President, Melissa Goodman. Meeting will follow Robert's Rules of Order. Participants were instructed to write motions and seconds in the chat box and vote by unmuting and responding "I". It was requested that the chat box remain open and free of unrelated communication. A copy of the chat box conversations can be found on file with these minutes. Sherri Broderick, Debbie Messenger and Alyssa Cox were appointed as reviewers for today's minutes.

A copy of the sign in sheet for attendance is on file with the minutes. Names and titles of those present were retrieved from the chat box. Both a formal list and a copy of the chat box thread can be found on file with these minutes.

Secretary Tiffany Bolinger presented the minutes from the Winter 2020 Board Meeting. A motion was made to accept the minutes as distributed prior to the meeting by Diana Doggett, seconded by Sherri Broderick. Motion carried. Everyone was asked to respond in the chat box with their name and county/board position for roll call.

Treasurer's report - Janey Cline gave the financial report. The current, cleared balance as of today is \$87,208.39. Janey shared that the treasurer's bond as well as state general association fees to update officers have both been paid. Elizabeth Coots made a motion to accept the treasurer's report as written, seconded by Katie Alexander. Motion carried.

University of Kentucky FCS Extension update was given by Dr. Jennifer Hunter. Updates were brief.

- Programming over the next 6-9 months.
  - o A focus group will be developed consisting of Agents and Specialists to explore what worked and what did not over social distancing COVID times.
  - o Book Club has been well received and will continue once a quarter. A summer session is already being planned. This is the only state program planned for the summer.
  - o Wrapping up Estate Planning and will then move to the Living with Loss

program.

- Fall will be a balancing act between virtual and in-person programming. Multi-week sessions have allowed specialists to work together. This will continue but be reduced to one or two offerings per year.
- Preliminary feedback on Big Blue Goals looks very promising.

### Officer Reports

President's report-. Mindy McCulley stated that her President's report is in the shared folder in TEAMS. Mindy shared that she has participated in an Audit Committee meeting, attended JCEP conference virtually, will be bringing greetings to KEA4-HA in April virtually, will be bringing greetings to ESP virtually, and is attending PILD via zoom in April. Mindy shared that we are continuing to see FCS Agent positions open. We have added one new agent since December in McCreary County.

President Elect report – Leslie Workman stated that her report is shared in the TEAMS folder. She stated that she attended JCEP virtually. Leslie said that rooms for the NEAFCS meeting in Grand Rapids, MI can now be booked. KEAFCS state meeting will immediately follow the conclusion of the State Extension Conference from noon on December 8<sup>th</sup> through noon on December 9<sup>th</sup>. Be sure to book your room at the Hilton to keep from having to switch hotels. There a NEAFCS Webinar on IRAs vs Roth IRAs coming up in April.

VP for Awards & Recognition report- Lora Davidson reported that there were 87 award entries received (91 last year). 54 of those entries were submitted to NEAFCS as state winners (decreased by 10 from last year). We are currently waiting on Southern Region and National winner results.

VP for Member Resources report - Anna McCoy was not present. A written report is being filed in the shared folder in TEAMS.

VP for Public Affairs report - Alethea Bruzek reported that impact statements received have been condensed into national format and submitted. 2020 impact statements can be found on the national website in infographic as well as full impact statement form. A written report is on file in the TEAMS folder.

### Chairman Reports

Nominating Committee- Elizabeth Coots gave an update. If you know someone willing and would be an asset to the board encourage them. You can also give Elizabeth their name and she will reach out.

Retirement & Life Members - Sheila Fawbush reported that the NEAFCS newsletter mentioned 8 Life Members who have passed from Kentucky. Sheila shared that she is looking into whether a

retiree must join as a life member the year they retire or if they can do so down the road. She is awaiting an answer. Sheila reported that she has sent several invitations to virtual programs to the retirees and they have enjoyed participating in those programs.

Plate It Up KY Proud –Liz Kingsland was not present. Mindy shared that if there are commodities that you would like to see recipes for let Liz know.

Newsletter & Website- Kathy Byrnes stated that any updates for the website can be sent to her. Kayla Watts reported it is newsletter time and she will be sending an email requesting regional updates soon. Kayla said that the use of a prompt was very helpful when putting together the last newsletter so she plans to come up with a new prompt/theme for the upcoming newsletter.

Constitution, History & Bylaws - Mary Hixson reported that policy changes are coming later in today's agenda.

Emerging Issues in FCS –Elizabeth Coots reported that she is the new chairperson and is currently working to learn all of the responsibilities of this committee as well as working to develop guidelines for the committee.

Marketing Committee-Diana Doggett reported that 2020 was a unique year in marketing with statewide programming such as book clubs, BBG and multi-week programs. Diana encouraged everyone to keep the momentum going as we transition back to in-person programming.

Pride of KY Endowment- Sally Mineer reported as of February 26<sup>th</sup> 2021 the balance stood at \$200,685.05. This represents a \$930.00 increase since January.

Past Presidents -Mary Hixon reported that the Past Presidents meet once a year during state meeting. Mary shared that they are working to maintain the history and archiving procedures. They are looking forward to meeting in December.

Audit Committee- Luke Fries reported that the audit committee traveled to Hardin County one at a time to go over the financials. They then met on February 3<sup>rd</sup> to discuss their recommendations. The committee made formatting suggestions, suggested that the \$100 for attendance at national meetings not be issued for virtual meetings, and that the Annual Mtg. committee come up with a budget. These recommendations are addressed in policy changes discussed later in the agenda.

### Unfinished Business

Policy Changes- Mary Hixon explained and presented each of the following policy changes

1. If not traveling to a national conference/national committee meeting for any reason, including going virtual, the \$100.00 is not issued. Policies, Article II. Financial Policies, Section C. NEAFCS Committee Members, 2. (this is an additional statement)

- Motion to accept was seconded by Alethea Bruzek. Motion Carried.
- 2. When carry forward reaches an agreed upon amount as per the finance committee, excess funds are moved to accounts or CDs that earn interest. Policies, Article II. Financial Policies, Section A. general policies, 1. (added to the end of current statement)
  - Motion to accept was seconded by Brooke Hogancamp. Motion carried.
- 3. Pride of Kentucky Grant must be paid to entity (Homemaker County/District Board) not individual. Addition to award chart.
  - Motion to accept was seconded by Kayla Watts. Motion carried.
- 4. Individuals only receive the new member discount one time regardless of how long membership has lapsed. Policies, Article II. Financial Policies, Section A. General Policies, 3. (added to the last Bullet point)
  - Motion to accept was seconded by Kelly Burgess. Motion carried.
- 5. Annual Meeting will be handled by a committee—Committee will stay within budgeted amount based upon allocated funds and donations from the previous year. Committee will track budget and expenditures report in one submission. Policies, Article II. Financial Policies, Section A. General Policies, 5. (added to the end of current statement)
  - Motion to accept was seconded by Debbie Messenger. Motion carried.
- 6. Money for the following items will be appropriated annually by the finance budget committee. Policies, Article II. Financial Policies, Section A. General Policies, 3. (the word budget needs to be replaced with the word finance)
  - Motion seconded by Alivia Faris. Motion carried.

### New Business

Fellowship Fridays- Kelly Burgess and Cabrina Buckman reported that they had 30 participants at the first Fellowship Friday. They are working to develop a framework for the event which will be held virtually on the second Friday of the month at 9:00CST/10:00EST.

Appoint Nominating Committee- Mindy McCulley announced the following Nominating Committee Members: Elizabeth Coats, Chair (Central): LaToya Drake (West), Crystal Osborne (East). To be elected: Treasurer, VP for Awards & Recognition, VP for Member Resources & VP Professional Improvement/President-Elect.

Finance Committee Appointment- Mindy McCulley announced that she has appointed Dr. Nichole Huff to the finance committee.

Friend of Extension- Melissa Goodman shared that it is Louisville and Fort Harrod Areas turn to nominate the friend of extension. The form is located on the KEAFCS website and should be emailed to Melissa.

Honorary KEAFCS member nomination- Anna McCoy was not present. Nominations should be sent to Anna as soon as possible.

Executive Secretary- Mindy McCulley proposed that we explore adding an Executive Secretary to help with treasurer paperwork. Mindy appointed a committee to look into this possibility. The committee consists of Amanda Hardy, Rachel Price and Ruth Chowning. They will report back this summer.

KEAFCS Logo Contest- Mindy McCulley shared that in order to be more representative of both UK and KSU there will be a KEAFCS logo contest. NEAFCS as well as Ag Com have given approval. Logos must be submitted in png or jpeg form by the Fall Board Mtg. The new logo will be unveiled at the Annual Meeting in December.

Other- Mindy McCulley shared that she would like for the UK & KSU specialist who are members of the association to be included more in regular meetings. Mindy will work to get a list of specialist in each area sent out so that area Presidents can begin inviting them to area meetings.

Mindy adjourned the meeting at 2:32pm CST.

Respectfully submitted – Tiffany Bolinger, Secretary