Kentucky Extension Association of Family & Consumer Sciences

Spring Board Meeting Minutes

April 25, 2023 – Hardin County Extension Office

***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.*

The business of the Spring 2023 KEAFCS Board Meeting was conducted in person at the Hardin County Extension Office in Elizabethtown, KY. Attendance included Natalie Taul, Christy Stearns, Leslie Workman, Amanda Dame, Katie Alexander, Ruth Chowning, Cabrina Buckman, Amanda Hardy, Kendyl Redding, Sally Mineer, Alethea Bruzek, Amanda Hardy, Leah VanMeter, Shannon Smith, Lynnette Allen, Jane Proctor, Lynn Blankenship, Lora Pullin, Joan Bowling, Joni Phelps, Anna Morgan, Kelsey Sebastian, and Kelsee Dewees. The meeting was called to order by President Natalie Taul at 10am EST. Lynn Blankenship provided the Thought for the Day.

A review of Parliamentary Procedure was given by Past President, Leslie Workman. The meeting followed Robert’s Rules of Order. Participants were instructed to write motions on motion cards. Lynnette Allen and Shannon Smith were appointed to review the minutes.

Secretary Cabrina Buckman sent a sign-in sheet around the room to serve as roll call. Cabrina provided minutes from the KEAFCS Winter Board Meeting, the December Executive Board Meeting on Zoom, and the April Executive Board Meeting on Zoom. The Winter Board Meeting minutes were approved by the committee of Sarah Drysdale and Joan Bowling. A motion to dispense with reading of the Executive Board Meeting minutes was made by Lynn Blankenship and seconded by Lynnette Allen. Motion carried. A motion to approve the minutes as presented was made by Katie Alexander and seconded by Lora Pullin. Motion carried. Cabrina passed a sympathy card around for Donna Fryman’s family.

Treasurer Ruth Chowning distributed the treasurer’s report and presented it to the membership. The report will also be placed in the TEAMS folder. Ruth requested that members be told to submit both state and national dues to her. NEAFCS prefers to work with the state treasurers to ensure that national association applicants are state association members. Ruth reported that the repayment of 2023 memberships is on the report because the national office did not receive them the first time they were sent. A motion to approve the financial report as presented was made by Amanda Dame and seconded by Alethea Bruzek. Motion carried.

**Officer Reports**

*President Report* – Natalie Taul shared that she has met with the Executive Board to discuss the newsletter and marketing chairmanship. She had four people who indicated interest in the position and those people have formed the Communications Committee. The committee includes Kendyl Redding, Paul Adkins, Krista Perry, and Sarah Deal. Sarah has recently resigned from Extension; therefore, she will no longer serve on the committee. Natalie represented KEAFCS at the JCEP and PILD conferences. She enjoyed meeting the affiliate presidents and officers from across the nation and seeing Extension’s broader reach. The full report is filed on TEAMS.

*President Elect Report* – Christy Stearns shared that she has reviewed the evaluations from the November KEAFCS State Meeting and has had a committee meeting with the area representatives to plan the upcoming State Meeting. The KEAFCS State Meeting will be held on November 15-17, 2023, at the Campbell House in Lexington with the theme of Discover the Difference. There will be a shorter, optional in-service on November 15 to offer flexibility in scheduling and being away from home. The meeting will feature updates from specialists, informational sessions on officer and chairperson positions, and breakout sessions. Ideas include poster sessions or breakout sessions from state award winners, activities to explore teaching techniques, vendor and sponsor tables, a session for new members within the past two years, and a creative, fellowship painting activity led by Laken Campbell. The planning committee will meet again on May 15. Christy plans to send a qualtrics survey to gather an estimate of KEAFCS members who will attend NEAFCS to help her plan State’s Night Out. She would like to look at venues for the 2024 KEAFCS State Meeting early. In the KEAFCS policies and bylaws, it is stated that the meeting rotates between Lexington and Louisville. Christy has had requests to avoid the Louisville location. The Executive Board discussed having the KEAFCS State Meeting in Lexington in odd years to connect with UK campus and travel throughout the state in even years. Some ideas that were presented at the Spring Board Meeting included Covington, Bardstown, and Paducah. Changing the location would require a change in bylaws and policies, which will need to go before the full membership at the 2023 KEAFCS State Meeting. So that Christy could begin looking for a venue, a motion was made to make an exception on the location for the 2024 KEAFCS Annual Meeting outside of Louisville, to give time for full membership to consider bylaws change stating that even year meetings will rotate across the state. The motion was made by Lynn Blankenship and seconded by Katie Alexander. Motion carried.

*VP for Awards and Recognition Report* – Katie Alexander shared that award application numbers were up this year. She will be notifying national award winners when she receives that information. State awards will be presented in November at the KEAFCS State Meeting. The full report is filed on TEAMS.

*VP for Member Resources Report* – Lora Davidson was not able to attend. Natalie shared that the Executive Board discussed that there are several new FCS agents who will begin in April and May. Lora and Natalie plan to reach out to them and encourage area representatives to reach out to the new agents as well. Ruth reported that there are 120 KEAFCS members and when retirees are added in, the membership is around 140.

*VP for Public Affairs Report* – Amanda Dame shared that impact statement submissions were very low. She is going to work with area chairpersons to think of ways to improve submissions. Christy suggested that areas could bring collective data to KEAFCS in November. Natalie suggested having a traveling trophy for area competitions of who turned in the most impact statements. Lynn suggested having qualtrics surveys for each category and a breakout session at KEAFCS State Meeting on reporting impact of programs. It was also suggested that the numbers could be requested around the end of the program year, when other reporting is being completed. The group discussed that there could be a disconnect or lack of understanding and this could possibly be addressed at the KEAFCS State Meeting or another in-service. Amanda reported that 945 Living Well calendars were ordered. Amanda attended PILD and encourages everyone to serve on national committees. The full report is filed on TEAMS.

**Chairperson Reports**

*Nominating* – The committee consists of Crystal Osborne, Alivia Faris and Ashley Board. They were not able to attend. Natalie has spoken with Crystal about the positions that will need to be filled, which includes the VP for Awards and Recognition, VP for Member Resources, Treasurer, and VP for Professional Development/President Elect. The committee will be reaching out to potential applicants. The group discussed the need for position descriptions. Natalie has created a template for all the positions and pulled information from the KEAFCS policies and constitutions. Amanda asked Natalie to share the template so that current officers and chairpersons could also work on the position descriptions. Alethea suggested that an introductory session to KEAFCS would be beneficial, especially to new members. Sally suggested that we could do this on a zoom session and record it. Christy suggested announcing it in a state FCS update. Lynnette suggested that areas could gather to host watch parties for further discussion.

*Retirement and Life Members* – Sally Mineer shared that there have been three retirees since December, Tracy Cowles, Cecelia Hostilo, and Nellie Buchanan. She encouraged everyone to reach out to retirees that they know and shared that life member dues are $300. The retiree meeting will be held on June 6 in Hardin County.

*Plate it Up KY Proud* – Mindy McCulley was not able to attend. Lynn serves on the committee and reported that they have decided not to disband, even though they will no longer receive funds that supported the Plate It Up recipe cards. They will put a call out annually for recipes and maintain a database. The previous funds restricted the commodities that were allowed to be used in the recipes and now those restrictions are lifted. The group discussed the need for training on how to use the recipes, especially considering the new agents who will have recipe cards in their offices. Christy suggested the idea of incorporating the recipes into the KEAFCS State Meeting and Natalie suggested providing the recipes to the hotel staff.

*Communications (Newsletter and Website)* – Kendyl Redding shared that the committee discussed quarterly newsletters and will work on updating the KEAFCS website when they receive access. Natalie will check to make sure they have access.

*Constitution, History, and Policies* – Amanda Hardy shared that there are three changes to the policies that have been discussed. One is to combine the marketing and newsletter chairperson position and make it into a committee. The second change is updating bylaws discussing the types of members to reflect the national bylaws. The third change is for the state meeting to be held throughout the state in even years. A committee consisting of Ruth Chowning, Amanda Dame, and Alethea Bruzek was formed to review these changes with Amanda Hardy.

*Emerging Issues in FCS* – Elizabeth Coots was unable to attend. No report was provided.

*Pride of Kentucky Endowment* - Mindy McCulley was not able to attend, but reported that as of March 31, the balance of the endowment account with Raymond James is $197,506.24, representing an increased value of $2,265.10 this month and $4,046.62 this quarter. This is reflective of changing market values as no additional principal has been paid into the account. Sally provided an explanation of the endowment fund. This is money earned from the sale of the Pride of Kentucky cookbooks and put into this account to grow. These funds are used to pay for state awards.

*Past Presidents* – Jill Harris was unable to attend. Sally shared a report from Jill. The committee met in November and discussed several things. The most important items included revamping qualifications and applications for officers using the national affiliate officer toolkit and NEAFCS officer applications as examples; having the immediate past president serve as chairman of the nominating committee, as suggested in the national affiliate officer toolkit; vetting credentials of office candidates; and adopting the NEAFCS Leadership Ladder for Kentucky. They would need to work with Amanda Hardy to change the policies for the points of changing the officer applications and the nominating committee chairman. Christy shared the Leadership Ladder. Natalie will work with Jill to form a committee to customize the Leadership Ladder for Kentucky.

The group took a break for lunch and started back at 12:30pm EST.

**Unfinished Business**

*Non-Profit Status Update* – Ruth Chowning has found discrepancies on the names in the filings. She has a contact to help to clarify and guide this process, Rick Mills. Ruth will contact him and has been informed that this process can take 15-18 months or longer. This may not be finished within her term. This information is included on the back of the treasurer’s report.

*Communication/Marketing Committee Merge* – This was discussed previously in the meeting (see the president’s report).

*KEAFCS Professional Development* – Natalie had requested that area representatives talk to their areas about ways to provide more professional development opportunities. One idea was discussed previously in the meeting, the KEAFCS introductory session. The newsletter and marketing committee have discussed hosting quarterly zoom sessions, similar to past Fellowship Friday zoom sessions.

*FCS Uniform Wear* – Lora Pullin shared that this was discussed at the November meeting, but the matter was tabled due to the concern that KSU would be left out of the design. The Executive Board discussed providing a shirt with the KEAFCS logo as a registration incentive for the KEAFCS State Meeting. Sally reported that a shirt will be provided by Dr. Hunter that features the UK logo because it will use UK funds. Dr. Hunter is reaching out to Dr. Allison Young to share the opportunity for KSU to provide a shirt to their employees.

**New Business**

*KEAFCS Honorary Member Nomination* – Lora Davidson was unable to attend and did not provide names for consideration. Lynn suggested Dean Cox, but she has already received it. Dr. Stephenson was suggested, but she has received it also. Leslie shared that Ouida Michael, the chef who helped with the Big Blue Book Club, was an option in the past and hasn’t been nominated yet. Natalie will follow up with Lora.

*Friend of Extension Nomination* – Leslie shared that Licking River and Northeast Areas will have nominations. This could be finalized at the Fall Board Meeting.

*NEAFCS Annual Conference* – Natalie shared that the conference will be held in Providence, Rhode Island on September 11-14. Registration for the meeting is not open yet, but hotel information is available. Natalie encouraged everyone to make sure they are receiving correspondence from NEAFCS to stay updated. Katie is planning the First Timer’s event.

*Update from PILD and NEAFCS Public Affairs* – Jennifer Bridge was unable to attend. Amanda Dame distributed national impact statement numbers that were shared with congressmen at PILD. Natalie shared a feature that she learned about during PILD on the Extension Foundation website, extension.org. The National Registry of Extension Programs shows programs that have been implemented across the nation. It is divided into categories and includes a description of the program, as well as the contact information to learn more.

Sally shared that Jennifer Bridge has submitted credentials for the NEAFCS President Elect position. If elected, she would serve as President Elect in 2024, President in 2025, and Past President in 2026. Leslie suggested that the KEAFCS association should send a basket of fruit, food, or flowers during the NEAFCS conference as a gesture of support.

Ruth encouraged new members to apply for the First Timer Scholarship for the NEAFCS conference if they need funds.

Natalie shared that JCEP will be meeting with KSU and UK administration at the end of May in Hardin County. She requested that questions from the membership be sent to her. She will submit them to Mindy McCulley for the meeting.

Ruth Chowning made the motion to adjourn, seconded by Lynn Blankenship. President Natalie Taul adjourned the meeting at 1:08pm EST.

Respectfully submitted by Cabrina Buckman, Secretary