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**Kentucky Extension Association of Family & Consumer Sciences  
Fall Board Meeting Minutes  
September 20, 2021 – Zoom/Hardin Co. Extension Office**

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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.*

The business of the Fall 2021 KEAFCS Board meeting was conducted in a hybrid manner, with attendees joining either in person at the Hardin Co. Extension Office or via the online meeting platform Zoom. The meeting was called to order by President Mindy McCulley at 1:00pm EST. Kelly Burgess gave our Thought for the Day.

A review of Parliamentary Procedure was done by Past President, Melissa Goodman. The meeting will follow Robert's Rules of Order. Participants were instructed to write motions and seconds in the chat box or on a provided sheet of paper and vote by unmuting and responding "I". Melissa requested that the chat box remain open and free of unrelated communication. Katie Alexander, Cabrina Buckman and Tamera Magee were appointed as reviewers for today's minutes.

A copy of the sign in sheet for attendance is on file with the minutes. Mindy retrieved the names and titles of those present from the chat box as well as the sign in sheet and forwarded the information to the Secretary. 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 Spring 2021 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 or sign in sheet 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 \$86,589.67. Janey shared that with the exception of today's lunches the general ledger given at today's meeting is up to date. Elizabeth Coots made a motion to accept the treasurer's report as written, seconded by Katie Alexander. Motion carried.

### Officer Reports

President's report-. Mindy McCulley stated that her President's report is in the shared folder in TEAMS. Mindy shared that she is representing KEAFCS on the State Extension Conference coming up in December. She shared that the conference will be in person and will include a 10k As We Go Challenge. All agents have been granted permission to stay at the hotel even those within the 50-mile radius. See your AED for more information.

Mindy shared that the NEAFCS National meeting is going virtual, and those who have already registered for the in-person version will receive a refund of the registration difference.

President Elect report – Leslie Workman stated that her report is in the TEAMS folder. Leslie shared that she has been busy with KEAFCS State Mtg planning. She said that we will participate in service projects on Wednesday afternoon, and she encourage everyone to bring jeans and t-shirts for those activities. She stated that Thursday will be busy with the board mtg., business mtg., and awards brunch. Areas will have fewer responsibilities due to the decreased time and no breakout sessions. There will also be a retirees mtg. Leslie is working on registration cost. Be sure to book your room at the Hilton for the extra night.

VP for Awards & Recognition report- Lora Davidson reported 54 award entries sent to NEAFCS: 11 South Region winners, 9 National winners, 3 DSA winners, and 1 Continuing Excellence winner. There were no entries received in the following categories: Communication Internet, Greenwood, Educator of the Year, Housing, Multi-state collaboration. Lora encouraged members to turn in award entries in those categories next year. Lora then made a recommendation to make changes to KEAFCS awards to align them better with NEAFCS. See written report in TEAMS for details. Lora Davidson made a motion to change the award policies to add and subtract from the chart that is listed on the KEAFCS website to update the listing chart to reflect the NEAFCS awards in our policies, Ruth Chowning seconded the motion. The motion carried. Lora then made a motion to make a policy change to add prize money in the sum of \$50 and a certificate for the Educational Curriculum; Innovation in Programming; and Extension Disaster Education award packages, Diana Doggett seconded. Motion carried.

VP for Member Resources report - Anna McCoy asked members to encourage new agents to join KEAFCS and attend the upcoming state meeting. Anna shared that she is working on the 2021 KEAFCS Honorary Member. Amelia Brown will be inducted posthumously. It was discussed that the Organ Donor program may receive the award. A written report will be filed in the shared folder in TEAMS.

VP for Public Affairs report - Alethea Bruzek reminded everyone about Farm Safety Week and the social media materials sent out by Mindy. She also reminded the member about FCS day coming up on December 3<sup>rd</sup> and shared that a toolkit is located on the NEAFCS website. She also asked that everyone keep in mind things that you have been doing for Impact Statement reporting due in February. A written report is on file in the TEAMS folder.

### Chairman Reports

Nominating Committee- Elizabeth Coots reported that there are four positions to fill this year: VP Professional Development/President Elect, VP Awards, VP Member Resources and Treasurer. She encouraged members to apply and/or encourage others to do so. There is a new form on the website. Forms are due by November 12, 2021.

Retirement & Life Members - Sheila Fawbush reported that this was the second year with no meet up luncheon in June. Sheila reported that she has been sending out information to the retirees and

that they participated in a virtual Fall Prevention Zoom call. New retirees Donna Fryman, Glenna Wooten and Lora Lee Howard-Fraizer will be recognized in December at the state meeting.

Plate It Up KY Proud –Liz Kingsland shared two new recipes for this fall: KY Beet Muffins and Butternut Squash Chili. Other recipes are currently being tested. PIUKP is begin done in house now and new recipes to modify are always needed. Liz also noted that there is more flexibility on commodities used since the grant has changed. Send ideas to Jeanie Najor, Liz, or Heather.

Liz also reported on the Mobile Kitchen. It has been tried out and trailer modifications are being made. If you have an event that might work for the mobile kitchen get in touch with Liz.

Newsletter & Website- This report was given by Mindy. Within the next month you should receive a request for newsletter information. In addition, Kathy has been working on making website updates.

Constitution, History & Bylaws - Mary Hixson stated that the only changes for today were the Awards Committee updates/policy changes. Mary reminded members that any changes to the constitution must be submitted a minimum of 30 days prior to the Winter business meeting.

Emerging Issues in FCS –Elizabeth Coots shared that the main emerging issue for discussion today is the degree requirement change for FCS agents. This will be discussed late during the Q&A with Dr. Hunter and Dr. Stephenson.

Marketing Committee-Diana Doggett encouraged members to; use Mindy’s toolkits, share your story, go to the website under public affairs on writing better impact statements, and celebrate dining in with FCS on December 3<sup>rd</sup>.

Pride of KY Endowment- Sally Mineer reported as of August 31<sup>st</sup>, 2021 the balance stood at \$214,815.07.

Past Presidents -Mary Hixon reported that the Past Presidents will have a formal meeting during the annual session in December. She has reached out to past presidents to discuss emerging issues. Concerns included degrees, recruitment, and promotion.

### Administrative Updates

UK Cooperative Extension- Dr. Laura Stephenson said, “We are doing amazing work.” Dr. Stephenson shared that she has visited counties and is hearing about the differences we have made in our communities. She encouraged us to keep up the good work but to think about how we do it (i.e., Hybrid/face to face/virtual). Dr. Stephenson reminded us that we are essential.

Family & Consumer Sciences Extension- Dr. Jennifer Hunter thanked Dean Cox and Dr. Stephenson for their leadership and support during COVID.

Q&A- Following brief updates from Dr. Stephenson and Dr. Hunter there was a time of Q&A. Thoughtful discussions were held with the members concerning several emerging issues including but not limited to; FCS Agent degree requirements, AED job responsibilities, hiring, mentor programs, specialists and associates, curriculum, and retention.

### Unfinished Business

Friend of Extension nomination- Melissa shared this year the Friend of Extension nomination will come out Louisville and Fort Harrod. The form can be found online under KEAFCS Awards. Nominations should be emailed to Melissa and Lora Davidson by October 1<sup>st</sup>.

### New Business

County Judges Breakfast- Mindy reported that historically the breakfast has been held in February, however, due to COVID the associations did not meet last year. Therefore, the breakfast will be held on October 1<sup>st</sup> in Lexington. We will be sending representatives.

NEAFCS Updates- See President's Report

Appointment of Audit Committee- Mindy McCulley appointed Tiffany Bolinger, Jill Harris and Amanda Hardy to the audit committee.

Executive Secretary- Ruth Chowning reported the Executive Secretary Committee recommendations. Job descriptions/contract were shared. Ruth stated that bylaws must be changed prior to finalizing approval submitted by the committee. The committee moved that the position of Executive Secretary be hired by the association. A second was not needed. By a vote of the membership the motion passed. The committee will work with Constitution and Bylaws to move forward with the necessary bylaw changes.

Other discussion commenced. This person could be a life member. That is why there is compensation for travel if needed. The position could be held by an agent, but they would be unable to hold any office. Suggestion was made to look at compensation based on membership. November 8<sup>th</sup> is the deadline for bylaw changes to be submitted to membership.

Adjourn- Janey Cline made a motion to adjourn the meeting, Ruth Chowning seconded. Motion carried.

Mindy adjourned the meeting at 4:15pm EST.

Respectfully submitted – Tiffany Bolinger, Secretary