

**FLORIDA EXTENSION ASSOCIATION OF FAMILY AND CONSUMER
SCIENCES
Fall Board Meeting
Monday, September 11, 2006**

In Attendance: Danielle Gordon, Gayle Whitworth, Judy Corbus, Chris Kilbride, Meg McAlpine, Cyndy Mondelus, Samantha Kennedy, Monica Dawkins, Elaine Courtney, Nayda Torres, Diann Douglas, Mary Beth Salisbury, Mary Keith, Stephanie Toelle, Rita Law-McCumber, Carolyn Gregov, Laura Royer

Welcome/Call to Order - President Danielle Gordon called the meeting to order at 3:45 p.m. and thanked everyone for attending.

Thought for the Day - Gayle Whitworth – Gayle read *You Have What it Takes* by Ralph Marston.

Agenda Approval - Additions: DSA judging criteria to be addressed under "Awards."

Minutes & Correspondence – Gayle Whitworth moved that we dispense with the reading of the minutes. The motion was seconded by * and passed. * moved that the minutes be approved as presented. The motion was seconded by * and passed.

Judy reported that a letter was sent to Dr. Jimmy Cheek on behalf of the Association requesting the release of the Extension Consumer Education Specialist (Mary Harrison's) position. No correspondence has been received since the Spring/Summer Board Meeting.

Treasurer's Report - Chris Kilbride. Written and oral report submitted. The Association has received \$6,241.36 in total income as of 8/15/06. The checking account balance as of 7/31/06 is \$9,187.34 and the savings account balance as of 6/30/06 is \$8,101.95 for a 2006 total of \$17,289.29.

Financial Report – Chris Kilbride. Oral report submitted. No major issues have come up since the Spring/Summer Board Meeting. Five hundred flat rate envelopes were purchased from the Post Office.

Danielle explained that the majority of Tuesday's membership meeting will be focused on the Cookbook Committee's marketing campaign. Unless a committee has business to be voted on by the membership, Committee chairs are asked to please refer members to the *Annual Report* for reports. All members will be able to earn AAFCS PDUs for abstracts. District Directors are asked to introduce new hires at the membership meeting.

DISTRICT REPORTS

Northwest - Joan Elmore - Written report submitted; oral report given by Elaine Courtney. Elaine noted that Mildred Melvin is the proud mother of Connor Craig, born July 27. She also noted that Millie's father passed away unexpectedly on September 10.

Northeast - Meg McAlpine - Written and oral report submitted. Meg noted that Brenda Holloway retired September 7.

Central - Cyndy Mondelus - Written and oral report submitted.

South Central - Samantha Kennedy - Written and oral report submitted.

South - Monica Dawkins - Written and oral report submitted.

Campus - Dr. Linda Bobroff - Written report submitted.

MESSAGE FROM THE DEPARTMENT - Nayda Torres

To date, \$52,000 in contributions has been received for the Mary Harrison Professional Development and Enhancement Award. Mary's family would like the Award to be fully endowed. It will be endowed at \$100,000 despite the recent increase in the amount required by the Florida Legislature for full endowment. The Award continues to be sponsored by Dr. Arrington.

Nayda noted that the Consumer Education Specialist (Mary's) position has been released by Dr. Cheek. She thanked FEAFCs for their letter of support. A start-up package has been arranged and approved; the official letter authorizing the release is forthcoming.

Nayda received the letter authorizing the release of the Program Planning and Evaluation Specialist (Lisa Guion's) position from Dr. Cheek's office on September 8. The position needs to be filled by January 1, 2007, in time for the Spring semester. It is a split Extension/Teaching appointment.

Marilyn Lesmeister's position, 4-H Youth Volunteer Specialist, has been released. All positions have a minimum 70% Extension appointment.

New State Faculty:

Heidi Radunovich-Human Development Specialist
Jeong Lee - Housing Specialist. She holds B.S. and M.S. degrees in Architecture

and earned a Ph.D. in Housing from Virginia Tech.

Nayda requested that county faculty agree to serve on Search and Screen Committees if asked by Millie Ferrer. Committee work can be done via distance technology.

Carolyn Wilken has applied for a \$3.4 million grant from Astra-Zenneca; approval is likely. Under the grant, additional personnel will be hired to focus on teaching wellness courses under county FCS faculty. Approximately \$10,000 will accompany each position for travel and other expenses.

COMMITTEE REPORTS

Finance - Chris Kilbride - Written and oral report submitted.

By-Laws - Gayle Whitworth - Written and oral report submitted. Recommendations for Changes to By-Laws/Policy and Guidelines By-Laws changes are published in the *Annual Report* booklet. These will be voted on at Tuesday's membership meeting.

Public Affairs - Diann Douglas – Written and oral report submitted.

Living Well Week always is observed during the second week in March. Diann noted that the Extension banners on display at the PILD meeting in Washington, DC did not adequately reflect FCS programming. The Public Affairs Committee will work on designing banners for each FCS area for the coming year.

Florida Association of Counties Meeting

FCS was not invited to participate but a gift basket donation was requested. It was noted that a rotation schedule should be in place. This year, three booth spaces were put together to form a super booth representing all of the Associations. Mary Beth reported that Osceola County representatives in her department were very excited about *Solutions for Your Life* and have adopted that as their theme so FCS materials were positively received at the exhibit. Members were encouraged to communicate with organizers our desire to participate with a visible presence. Stephanie Toelle suggested that Focus Teams take leadership in designing banners for their respective areas. Diann will follow up with contacts.

Member Resources - Dorothy Lee - Written report submitted.

Awards/Recognition - Stephanie Toelle- Written and oral report submitted.

Professional Development - Mary Keith - Written and oral report submitted. Mary reported that 14 applicants applied for 13 abstract slots; one applicant was ineligible. Both Professional Development Award applicants received awards. Four hours of PDUs for attending the abstract presentations are available for AAFCS members. ADA credit for portfolios is available for nutrition abstracts.

Danielle reported the results of the e-mail voting on Board approval to submit a letter to Dr. Cheek requesting the release of Mary Harrison's position were: 10 yes votes, 0 no votes were received.

Mary Keith, Meg McAlpine, Rita Law-McCumber, and Diann Douglas will serve as ticket takers for Wednesday's Friends of Extension Luncheon – FEAFCS is presiding.

Nominating Committee - Rita Law-McCumber – Written and oral report submitted.

The slate of officers elected for 2006-2007 are:

President-Elect	Brenda Williams
VP Member Resources	Laura Royer
VP Professional Development	Kathy Bryant
Secretary	Judy Corbus
Northeast District Director	Jacqueline Schrader
South Central District Director	Samantha Kennedy
Campus District Director	Amy Simonne

Rita reported that a few problems were experienced with the electronic voting, namely votes canceling each other.

Youth Committee - Laura Royer – Written and oral report submitted.

UNFINISHED BUSINESS

EPAF Update

Stephanie Toelle will set up awards 45 minutes prior to their presentation.

Rooms 1159-1160 will serve as the Hospitality room; the hotel has asked us to be quiet and act accordingly.

Persons with special meal requests have a table tent that is to be displayed at their place setting.

Evaluation cards to be returned to the Registration Desk.

All outgoing and incoming officers are to sit in the reserved area at the DSA Banquet.

IFAS bookstore will be set up in Salon G.

The Board photo will be taken immediately following the Board Meeting.

A photo shoot of all Extension faculty will be held throughout the Conference. The photos will be used in IFAS recruiting brochures.

Monday Dinner will be held at 6:30 p.m.

A photo session for all award winners will be held Tuesday at 5:00 p.m.

A refreshment break will be held Wednesday, 9:00 – 10:00 a.m., in the Capri salon area; this is the same area as the poster session

9:00 - 2:00- poster session begins in Capri Salon area

Abstracts - ESP - Sable Room
FACAA - Salon J - 10:00-12:00

Gayle will preside over the Friends of Extension Luncheon

Tours will begin at 2:30 p.m.

The Thursday Administrative Conference will be concluded by 11:00 a.m.

All meals will be plated meals.

NEW BUSINESS

Re-Districting of Extension Districts - Jackie Schrader will serve as Northeast District Director. Joann Cooper was elected for this position. With the realignment of the Extension Districts, Elaine Courtney moved that the Central District Director position be shared between Joann and Cyndy Mondelus. Chris Kilbride seconded the motion and it passed unanimously.

AWARDS

Outstanding Specialist Award - A stipend is budgeted but has not been awarded in the past three years. The stipend was meant to offset expenses for attending EPAF; Nayda reported that travel expenses are covered by the Family, Youth, and Community Sciences Department. The purpose of the award was questioned – is the recipient recognized with a plaque and/or financial award? It

was noted that other awards have a financial award attached. Laura Royer moved that a cash award of \$25 accompany the plaque for the Specialist Award. The motion was seconded by Cyndy Mondelus and passed.

New Professional Award – FEAFCFS is eligible to offer this award to two individuals based on membership numbers. Traditionally, we have only offered one award.

Economic Development Opportunity/Cookbook

Mary Beth Salisbury reported that the Committee has been meeting at least monthly to develop the *Simply Florida* marketing plan. The Committee has been in communication with Kentucky for assistance with the marketing plan. A cookbook sales packet is forthcoming for members.

Partner associations also will be asked to assist with sales. Links will be set up with *Solutions for your Life* and county websites.

A distribution plan within each district will be developed at the membership meeting.

Beth Shephard and Monica from Citrus County have developed lesson plans for some of the recipes; these will be available on the FEAFCFS website. Members can send additional lesson plans to Samantha for posting on the website. Recipe cards will be available for distribution.

The Cookbook will be marketed at the NEAFCS and ESP national meetings.

The Committee learned that it would be cost-prohibitive to set up a booth at the Florida State Fair and the National Food Safety Conference.

Gayle will receive a mock-up of the cookbook via Fed-Ex to be proofed. She invited agents to come to Brevard County next week to assist with proofing. The size is approximately the same as the Kentucky cookbook.

Elaine encouraged Board members to be positive and supportive of cookbook sales to provide support for our Association both now and in the future.

Books should be available December 1. If additional books are needed, members should contact Mary Beth. Members should plan sales events in 2007. Members are encouraged to contact their local Farm Bureau offices for financial support for a holiday event to promote the cookbook. A Banner will be available for county use after the NEAFCS mtg. Additional posters/banners will be available for each district to use in promotional activities.

We currently have \$2,000 in sponsorship dollars plus \$5,000 in the budget available for the cookbook project/marketing. Laura requested that an electronic version of the banner be available for printing at the county level.

Appreciation was expressed to the Cookbook Committee for all of their hard work.

2007 Committee Sign Up - Danielle encouraged everyone to sign up on a committee and to encourage fellow members to sign up at the membership meeting. Sign up sheets will be available.

ANNOUNCEMENTS

Elaine requested assistance with manning the NEAFCS Awards booth in Denver. Carolyn Gregov noted that applications for the NEAFCS Task Force will be available at the NEAFCS Awards booth.

ADJOURN 5:35 p.m.

Respectfully submitted,

Judy Corbus

Judy Corbus
FEAFCS Secretary