

## **FEAFCS Spring Board Meeting May 8, 2007**

**Call to Order.** Meeting called to order by Gayle Whitworth at 7:45pm.

**In attendance:** Cyndy Mondelus, Kathy Bryant, Laura Royer, Amy Simonne, Danielle Summers, Diann Douglas, Stephanie Toelle, Katherine Allen, Monica Dawkins, Chris Kilbride, Monica Brinkley, Joan Elmore, Gayle Whitworth, Samantha Kennedy, Brenda Williams, and Mary Beth Salisbury (via phone).

**Thought for the Day.** Katherine Allen, subbing for Jackie Schrader, read the thought of the day.

**Agenda Approval.** The agenda was approved by those present.

**Minutes and Correspondence.** Diann Douglas moved to dispense with the reading of the minutes. Seconded by Stephanie Toelle.

Samantha Kennedy read an addendum to the minutes:

“Gayle Whitworth attended the Council of Extension Professionals Southern Region meeting as the FCS representative from Florida. Brenda Williams, President-Elect, also was scheduled to attend but due to a slight mix-up and weather conditions which cancelled her flight, she was not able to attend.

“The FEAFCS budget allocated \$550 for the President-Elect to attend the meeting. However, since Brenda was not able to attend, Gayle requested the Board’s authorization to use \$124 of the \$550 to pay for half of her lodging expenses. Brenda’s \$215 registration fee already was paid by the Association but could not be reimbursed according to JCEP policies. With \$124 applied to Gayle’s lodging, the line item for this expense still would be \$211 under budget.

“An e-mail vote, either FOR or AGAINST the reallocation, was taken with results due by February 14, 2007. Voting delegates included elected officers, district directors, and standing committee chairpersons. Fifteen votes were received by the deadline; 15 FOR, 0 AGAINST.”

Diann amended her motion to accept the minutes along with the amendment as read by Samantha. Stephanie seconded the motion. A vote was taken and the motion carried unanimously.

Samantha reported that there was no correspondence.

**Treasurer's Report.** Chris Kilbride shared the Treasurer's Report, distributing a hard copy of the report. The checking account balance as of 3/30/2007 was \$15, 834.55 and the Saving's account balance as of 3/31/2007 was \$8,162.98 for a total of \$23,997.53. Chris inquired about getting sponsorships for awards. Stephanie advised that we were not allowed to solicit sponsorships for awards. Group discussion regarding possible future solicitation of awards sponsors continued.

#### **District Directors' Reports.**

- **Northwest District.** Joan Elmore, NW district director, shared the highlights of the achievements of the FCS agents in her district. Hard copy of report was distributed.
- **Northeast District.** Katherine Allen, standing in for Jackie Schrader, shared highlights of the achievements of the FCS agents in the NE district. Hard copy of the report was distributed. Joan Elmore asked the other district directors if they were having trouble with the quarterly report form. Gayle said we would discuss later.
- **Central District.** Cyndy Mondelus, co-Central district director, shared the highlights of the achievements of the FCS agents in her district. Hard copy of report was distributed.
- **South Central District.** Samantha Kennedy, South Central district director, shared the highlights of the achievements of the FCS agents in her district. Hard copy of report was distributed.
- **South District.** Monica Dawkins, South district director, shared the highlights of the achievements of the FCS agents in her district. Hard copy of report was distributed.
- **Campus District.** Dr. Amy Simonne, Campus district director, shared highlights of the achievements of her FYCS colleagues. No written report was submitted.

**Advisor Report.** Dr. Nayda Torres was unable to attend. Gayle surmised that the many interviews taking place for various FYCS positions would probably be the bulk of her report. Dr. Simonne had nothing more to add.

Katherine Allen advised that focus teams may be asked to speak to groups of college students about recruitment and positions in IFAS.

## Committee Reports.

- **Finance.** Chris Kilbride provided Stephanie Toelle with information regarding past awards sponsors. Audit is coming soon. Chris has processed 926 individual cookbook orders since the fundraiser started. Katherine Allen asked for help in doing food demos in her county to help promote the cookbook. Gayle advised that we hold all cookbook discussions until later in the meeting.
- **Bylaws/Handbook.** Brenda Williams read her written report. Please refer to written report for specific changes. Danielle Summers advised that the proposed changes are simply being shared with the board and will not be voted on at this time; changes will be voted on by the membership. Monica Brinkley advised that information regarding tabulation of election votes should be policies and not in the bylaws. Brenda Williams struck the proposed changes to Article VI from the committee report for now. Brenda also proposed that an addition needs to be made in either the policies or the bylaws regarding notification of the winners of election of officers. Monica concurred, citing that current and newly elected officers should be notified after the votes had been tabulated. Danielle also suggested that the newly elected officers should also be asked if they are still willing to serve. Brenda Williams read pertinent sections of the policies, handbook, and bylaws regarding nomination of election slate and tabulation of votes. Danielle advised that members would vote to put nomination procedures and responsibilities of nominating chair in policies, then handbook and bylaws would be changed to reflect changes in policies. Monica Brinkley made a motion to add to the policies that part of the responsibilities of the nominating committee would be to inform newly elected officers after the votes had been tabulated and to ask if they were still willing to serve (wording to be decided by nominating committee). Seconded by Diann Douglas. Vote was taken on the motion. Motion passed unanimously. Gayle advised that Brenda's written report regarding changes to the bylaws will be submitted to the committee for further review.
- **Public Affairs.** Diann Douglas reported that \$500 was awarded for Living Well program and marketing. Two large roll-up banners will be made (four pictures each) for use throughout the state. Diann advised that Dr. Torres and maybe Dr. Arrington would be able to provide more banners. Diann asked if we were to man the booth at the Florida Association of Counties conference at the Renaissance Hotel & Resort in Orlando. Gayle confirmed that we would; there are four shifts that need to be manned from June 12 - 14. At least one person for each shift. A door prize needs to be provided; Gayle suggested a cookbook and basket with a cooking theme including utensils, pots, pans, salad bowl, cruet, etc.
- **Member Resources.** Laura Royer had nothing to report.

- **Awards/Recognition.** Stephanie Toelle advised that the board needs to select Friend of Extension and Outstanding Specialist awards from nominees. Four written reports regarding awards were submitted to the board. Monica Brinkley asked if it was appropriate for a split FCS/4-H agent to submit for a 4-H Youth Development Award. Stephanie listed the Outstanding Specialist Award nominees: Dr. Carolyn Wilken, Dr. Joy Jordan, and Glenda Warren. The nominee for the Friend of Extension is Kathryn Townsend. Katherine Allen moved to accept the nominee of the Friend of Extension Award as the winner. Seconded by Laura Royer. Vote was taken and motion passed unanimously. Board members voted on the Outstanding Specialist Award. A runoff between Dr. Wilken and Glenda Warren was taken. The winner of the Outstanding Specialist Award is Glenda Warren.
- **Professional Development.** Kathy Bryant reported that professional development mini-grant applications are due June 29. She asked about collection of abstracts for EPAF. A written report was submitted.
- **Nominating.** Monica Brinkley reported that Diann Doulgas, the newly elected president-elect, will have a three year commitment to both FEAFC and the EPAF board. The 2007 election results were: Diann Douglas, President-Elect; Heidi Copeland, VP for Public Affairs; Rita Law-McCumber, VP for Awards and Recognition; Meg McAlpine, Treasurer; Michelle Adamski, NW district director; Katherine Allen, Central district director; and Jacquelyn Gibson, South district director. Written report was submitted.
- **Youth.** Katherine Allen reported that there have been no submissions for the 4-H Youth Development Award. Submissions are due by June 1, 2007.

#### **Unfinished Business.**

- **PILD.** Kathy Bryant reported that we need to focus on conveying the public value of our FCS programs. EFNEP was used as an example of a valuable program that makes a huge impact in terms of lowering healthcare costs for everyone, etc. She also reported that FCS needs to make a bigger effort to visit with elected officials in the various districts. Monica Brinkley cautioned against seeming to come across as lobbying. Katherine Allen advised that Dr. Arrington and Cindy Littlejohn need to know of visits to elected officials.
- **Simply Florida Marketing.** Mary Beth Salisbury reported (via phone) that total earnings so far have been \$51,022.42. A total of \$48,876.53 has been paid to FRP. The May 2007 payment is \$10,790.67; as of May 6, 2007, we are lacking \$8,644.78 for the payment. We need to sell 341 books at \$25 apiece by the end of the month to meet our payment. So far, 1630 presale books have been sold at \$23 apiece, 411 books have been sold at \$25 apiece, and 160 books in box sales have been sold at \$20 apiece. Chris Kilbride has

shipped 77 books so far. Brenda Williams reported that Ashley Wood with the IFAS Bookstore has said that they only charge 10% on each book, resulting in a \$22.50 profit on each book sold via the bookstore. She also requested that a group talk to Dr. Jimmy Cheek with a specific list of “demands” regarding the cookbook (and Dr. Bernie Machen, too). Laura Royer suggested that we have a presence at major Gator events such as TailGator, etc. to promote the cookbook. Marketing suggestions need to be e-mailed to Mary Beth or Brenda Williams. Chris Kilbride advised that we still owe the printer, FRP, a total of \$77,113.25.

**New Business.** Gayle Whitworth reported that Dr. Simonne has requested a quarterly report form for specialists. Various board members suggested that the form is fine, that the title should be changed to reflect state faculty instead of county faculty. Laura recommended that the state faculty should develop the form to suit their needs.

Gayle reported that Barbara Hughes, Seminole County CED, suggested that we recognize Dr. Elizabeth Bolton for her efforts on Extension’s behalf with the Faculty Senate to help us keep out faculty status. Barbara suggests that we contribute \$25-\$50 dollars towards a plaque. Stephanie moved to designate money from FEAFCs towards a plaque for Dr. Elizabeth Bolton. Seconded by Katherine Allen. A vote was taken, motion passed unanimously.

Kathy Bryant that registration for EPAF will be available online in the next two weeks. Hotel reservations are already available. Early-bird deadline for EPAF registration is July 7, 2007.

Gayle needs newsletter items by May 29, 2007.

Send all annual reports to Gayle Whitworth.

Meeting was adjourned at 10:07pm.

Respectfully submitted,

*Samantha Kennedy*

Samantha Kennedy, South Central District Director

(for Judy Corbus, FEAFCs Secretary)