

**FLORIDA EXTENSION ASSOCIATION OF FAMILY AND CONSUMER SCIENCES**  
**Winter Board Meeting**  
**Via Polycom**  
**Thursday, December 6, 2007**

**IN ATTENDANCE:** Jackie Schrader, Brenda Williams, Laura Royer, Judy Corbus, Nayda Torres, Diann Douglas, Heidi Copeland, Rita Law-McCumber

**CALL TO ORDER** – President Brenda Williams called the meeting to order at 1:53 p.m. (EST). Packets with reports will be forwarded to Board members following the Board Meeting.

**THOUGHT FOR THE DAY** - Diann Douglas gave the Thought for the Day – *The Joy of Being You*.

**AGENDA APPROVAL** - The agenda was approved as presented. Members were invited to add additional items at the end of the agenda, as appropriate.

**MINUTES AND CORRESPONDENCE** – Judy Corbus. Judy clarified two items in the Fall Board Meeting minutes:

- Under “UNFINISHED BUSINESS – *Simply Florida* Marketing Campaign,” FEAFCFS received \$500 for an NEAFCS Marketing Package Award; the award money was applied to the *Simply Florida* project to pay for the cookbooks.
- Under “NEW BUSINESS – Dues Increase for 2008,” it was noted that “North Carolina made a motion to postpone the increase until 2009 and making it a larger one at that time. However, that motion did not pass.”

Rita Law-McCumber moved that we dispense with the reading of the minutes. The motion was seconded by Jackie Schrader and passed unanimously.

Judy reported that the following correspondence has been sent since the Fall Board Meeting:

- Sympathy card to Dr. Nayda Torres on the passing of her nephew

**TREASURER'S REPORT** – Written report submitted. Brenda will submit a copy of the November 27, 2007 report to the Board. Brenda reported that FEAFCFS received \$1,776.00 in proceeds from the 2006 EPAF auction. Proceeds from the 2007 proceeds have not yet been finalized, as monies still are being collected.

The Treasurer's Report will be approved at a later time.

**DISTRICT REPORTS**

Northwest – Michelle Adamski - No report submitted at time of Board Meeting.

Northeast – Jackie Schrader- Written and oral reports submitted.

Central – Jonnali Mayberry - No report submitted at time of Board Meeting.

South Central – Samantha Kennedy - No report submitted at time of Board Meeting.

South – Jacquelyn Gibson - Written report submitted.

Campus – Dr. Amy Simonne – Written report submitted; Oral report submitted by Dr. Nayda Torres.

**ADVISOR** - Dr. Nayda Torres

Another state-level budget cut is scheduled for February, 2008, which will result in staff position cuts at the University. The State Legislature will convene next week for Committee meetings.

**FCS Summit – Feb. 26-28, 2008.** The Summit will be held at the same location as the 2007 Summit.

- A new Poverty Simulation Kit has been purchased.
- An Intergenerational Specialist will arrive on campus December 21, 2007.
- David Diehl, Program Development and Evaluation Specialist, will provide support to the Multi-State FCS Meeting in February, 2008.

Brenda asked for any county budget updates:

- Jackie reported that Clay County has instituted a county hiring freeze effective today.

## **COMMITTEE REPORTS**

**Finance** –Meg McAlpine – No report was presented in Meg’s absence.

**Bylaws/Handbook** –Diann Douglas – Diann reported that she is unaware of any changes to be made to the ByLaws/Handbook at this time.

Brenda encouraged Board members to review the following documents on the FEAFCFS website: By-Laws, Policies and Guidelines, FEAFCFS Handbook. She will work with Samantha to update and revise the documents on the website.

Standing Committees – suggested change to be made: Clarification of committee approval timeline

Auditing - The Committee will address this concern.

**Public Affairs** – Heidi Copeland– Written and oral reports submitted. Heidi encouraged counties to participate in *Living Well Week*. Two *Living Well* banners are available from Heidi for county use.

Elaine Courtney, Okaloosa County, is encouraging NW District participation in *America Saves Week* in February, 2008.

Heidi has signed up to serve on an NEAFCS Committee and is waiting to hear of her confirmation.

Heidi will begin soliciting donations of items for the baskets for the Florida Association of Counties (FAC) Annual Meeting scheduled for June 24-25, 2008 in Miami. Diann suggested that Heidi recruit agents in the greater Miami area to man the booth for ease of logistics. Heidi also mentioned the Green Living Expo that Michelle Adamski will be hosting in March, 2008 in Wakulla County. Approximately 900 attended the 2007 Expo and over 1,000 are expected at the 2008 event.

Brenda reported from the EPAF Board meeting that the FEAFCs baskets are very popular at FAC because they contain quality items that are useful. Comments for the 2008 baskets: Include more plants and nice food items, perhaps items from commodities producers.

**Member Resources** –Laura Royer–Oral report submitted; written report to be submitted. No current membership numbers were available at Board meeting time.

Laura will share resources from NEAFCS Member Resources on how to get items published. Pins for new members – Laura inquired if we will continue to distribute and, if so, the need to include them in the budget. Brenda suggested that sources and cost be researched. Gayle Whitworth has not located the current supply; the search will continue. If they cannot be located, Laura will research cost and inclusion in the budget. Diann suggested that the current supply may have been exhausted. Brenda said that money could be transferred from another line item, if necessary, to cover the cost.

**Awards** – Rita Law-McCumber– Written and oral reports submitted. The 2008 Awards Guidelines will be available soon on the website.

- Deadline to submit NEAFCS awards at the state level is February 15, 2008.
- May 1, 2008 – Friend of Extension Award Deadline
- June 1, 2008 – Program of Excellence Deadline

Brenda encouraged members to schedule time to prepare award packets for submission to recognize the good work that is being done in Florida.

Rita directed members to read an article by the NEAFCS Vice-President for Awards and Recognition on the number of awards that were submitted this past year. Rita also reiterated the intense level of competition in Southern Region; to win a Regional award is almost the same as winning a National award.

Nayda encouraged Florida members to submit the Medicare Part D program for an award.

**Professional Development** – Kathy Bryant - No report submitted at time of Board Meeting.

**Nominating** –Katherine Allen - Oral report submitted. Katherine solicited assistance from members to secure nominations for Officer positions.

**Youth** – Martha Maddox – Brenda encouraged members to recognize colleagues who are working with 4-H/youth.

## **UNFINISHED BUSINESS**

***Simply Florida Marketing Campaign*** – Mary Beth Salisbury – Written report submitted. Brenda noted that Chris Kilbride has agreed to continue to handle the cookbook finances and *Simply Florida* website management.

As of December 2, 2007:

- 53 cookbooks have been sold by credit card
- 1645 have sold for \$23
- 957 have sold at \$25.00
- 856 have sold for \$20
- Current special price: \$20/each through December 31, 2007
- Quantity price: \$200/case
- \$78,764 has been forwarded to the publisher
- \$40,000 - \$44,000 is still owed to the publisher

Brenda encouraged members to continue to sell cookbooks. Brenda noted that we are not “selling cookbooks;” we are honoring a colleague and the work being done by Family and Consumer Sciences Extension Agents. Nayda noted that Dr. Chris Waddill has purchased cookbooks to give as gifts to her Advisory Committee members. Brenda thanked those agents who manned the table at the Sunbelt Ag Expo in Moultrie, Georgia. Less than a case of cookbooks was sold at the Expo.

Approximately 40 cookbooks were sold at the NEAFCS Annual Session. Several states inquired about the cookbooks at the meeting; the publisher is open to negotiating benefits to FEAFCFS for referrals of potential customers to them. It was suggested that we submit a message about the cookbooks to the IFAS-ALL listserv. Marketing ideas should be forwarded to Mary Beth or Brenda.

## **NEW BUSINESS**

Board Approval of Committee Chairmen:

Nominating - Katherine Allen

Youth – Martha Maddox

Auditing – Audrey Norman

Brenda submitted the recommendation that the chairmen be approved as presented. Motion carried unanimously.

## **EPAF 2008 Update**

Brenda and Diann attended the EPAF Board Meeting on December 5, 2007. A contract was signed by the EPAF Board to hold the EPAF Conferences in a central location for the next five years to curb inflationary costs. Due to various factors, the contract was voided and a new contract with more favorable features for EPAF was signed.

**Dates:**

- August 11-14, 2008
- August 30 - Sept. 3, 2009
- August 22-26, 2010
- August 21-25, 2011
- August 19-23, 2012

**Location:** Buena Vista Palace and Spa, Orlando

A site visit for the EPAF meeting is scheduled for April 3, 2008. Comments from the 2007 Conference evaluation forms were noted and will be taken into consideration during planning for the 2008 Conference.

A concerted effort to secure sponsorship for the 2008 Conference to underwrite the cost is underway.

The 2007 Conference was in deficit due to insufficient room nights reserved (we did not receive credit for rooms reserved at neighboring properties even though there were no rooms available at the host property) and the resulting charge for meeting room space. The EPAF Board is looking at ways to reduce insufficient room reservations for future meetings. Additional information will be forthcoming as it becomes available.

**Discussion items for the Retreat – Brenda Williams**

Brenda noted the lack of time to meet for discussion beyond the Board meetings to discuss ideas and direction for FEAFCFS. Brenda solicited topic suggestions for discussion by Board members who will be attending a “retreat” at Brenda’s house following today’s Board meeting:

- Greater visibility of FCS and constituent demand for filling of the vacant FCS positions
- The need for key people from each county to be aware of FCS and our programs

**Additional Items**

NEAFCS is in the process of an Endowment Fundraising Activity. The goal is to raise \$300,000 by 2009. Brenda referred Board members to the NEAFCS website to see the activities of other states for this activity.

December 15, 2007 is the proposal deadline for the National Extension Technology Conference, April, 2008.

**JCEP** – Northeast and Southern Region Workshop, Regal Sun Resort, Orlando  
Early registration (\$220) deadline – Jan. 10

**Galaxy 3** – Proposal deadline – Jan. 15, 2008

Theme: *Celebrate the Extension System – Strength, Diversity, and Unique Qualities*  
Sept. 15-19, 2008, Indianapolis, IN  
Early Bird Registration ends June 20, 2008

**FAFCS Annual Conference** – April 17-19, 2008 Belleview Biltmore Resort, Belleair Beach, Florida

**EPAF Board Meeting** – May 27, 2008, 3:00 p. m.

**FEAFCS Spring Board Meeting** – either morning of May 28 or an evening meeting during the Symposium; final date TBA

**Extension Symposium** – May 28-30, 2008

**Youth Award** – Katherine inquired if agents with a split FCS-4-H appointment beyond the minimum 5% are eligible to apply for the award. It was suggested that the guidelines be reviewed jointly by the By-Laws/Handbook Committee and the Awards and Recognition Committee.

Concerning other awards, Nayda expressed a concern that the New Professional, State Specialist, Distinguished Service, and Paraprofessional Award candidates are recognized by their peers when, on occasion, IFAS administration may have reservations about or issues with the employee's job performance. It has created difficulties in the past when the employee was being dismissed. It was suggested that a member of IFAS Administration serve as an Ex-Officio member of the Awards Committee and/or a letter of support by the candidate's CED or DED be included with the award packet.

#### **Announcements**

**Adjourn** – Diann moved that the meeting be adjourned; the motion was seconded by Heidi and passed unanimously. Meeting adjourned at 3:40 p.m. EST.

Respectfully submitted,

*Judy Corbus*

Judy Corbus  
FEAFCS Secretary