

**WEAFCS Executive Board Meeting  
The Plaza Hotel & Suites, Eau Claire, WI  
Tuesday, April 1, 2008  
2:00 – 3:30 pm**

- I. **Meeting Called to Order** by President Kathy Metzenbauer at 2:00 p.m.
- II. **Appoint Parliamentarian** – Edie Felts-Podoll was appointed Parliamentarian by President Metzenbauer.
- III. **Committee to Review Minutes** – Peggy Olive and Jane Jensen volunteered to review the minutes from today’s meeting.
- IV. **Roll Call** was taken by Secretary Nancy Crevier with 10 members present. Present: Kathy Metzenbauer, Mary Novak, Cyndy Jacoby, Luane Meyer, Peggy Olive, Jennifer Caravella, Marilyn Kooiker, Jane Jensen, Ruth Schriefer, and Nancy Crevier. Edie Felts-Podoll and Molly Spaulding were also in attendance. Pat Rychter entered the meeting at 2:15 p.m.
- V. **Review agenda** – There were no additions or corrections to the agenda.
- VI. **Minutes of February 28, 2008** meeting were reviewed. Motion to accept the minutes as printed made by Caravella, seconded by Kooiker. Motion carried.
- VII. **Correspondence** – None at this time.
- VIII. **Treasurer’s Report and Proposed Budget for 2008-09** – President Metzenbauer distributed copies of the treasurer’s report and proposed budget for 2008 in the absence of Treasurer Lepaska.

**WEAFCS TREASURER’S REPORT-March 2008**

<b><u>Organizational DDA</u></b> (Port Wash State Bank).....	<b>\$1165.15</b>
Check#1037-\$11.86 to Peggy Olive (Frames for new members) 5/07	
Check#1038-\$6.26 to Nan Baumgartner (Display Bd. A&R) 5/07	
Check#1039-\$180 to NEAFCS (3 memberships@\$60) 5/07	
Check#1040-\$72 to TEAFCS (6 corsages @ \$12.) 8/07	
Check #1041-\$12 to Peggy Olive (pins for Member Resources) 10/07	
Check #1042-\$50 to Donna Doll Yogerst (+\$50 for CE award) 12/07	
Check #1043-\$50 to Marma McIntee (+\$50 for DSA award) 12/07	
Check #1044-\$50 to Peggy Olive (+\$50 for DSA award) 12/07	
Check#1045-\$50 to Angie Flickinger (Rookie Award) 3/20/08	
Check#1046-\$50 to Lisa Devine Barribeau (Para-Prof Award) 3/20/08	
Check#1047-\$50 to Shelley Tidemann (Rosalie Powell Award) 3/20/08	
Check#1048-\$50 to Barb Karadi (Volunteer award) 3/20/08	

Check#1049-\$50 to Nancy Crevier (Mid-Career Award) 3/20/08  
Check#1050-\$50 to Donna Doll-Yogerst (Team Effort Award) 3/20/08

Deposit-\$1339.92 from Conference 2007 checking 2/22/08

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**Money Market Account** (PWSB).....\$3643.14

Interest (4/07).....\$2.86  
Interest (5/07).....\$2.21  
Interest (6/07).....\$2.01  
Interest (7/07).....\$2.24  
Interest (8/07).....\$2.18  
Interest (9/07).....\$1.97  
Interest (10/07).....\$1.71  
Interest (11/07).....\$.78  
Interest (12/07).....\$2.63  
Interest (1/08).....\$3.63  
Interest (2/08).....\$2.68  
Interest (3/08).....\$3.19

Deposit-\$300 (3 memberships 07@\$100) 5/15/07

Deposit-\$40 (1 membership 07-Knellwolf) 7/12/07

Deposit-\$1320 (12 membership @\$110) 12/07

.....

Deposit-\$920 (8 memberships @\$110 and 1 Associate @\$40) 12/07

Deposit-\$920 (8 memberships @\$110 & 1 Associate @\$40) 12/07

Deposit-\$980 (8 @\$110; 1 @\$100) 12/07

Deposit-\$1650 (15 dues @\$110) 1/10/08

Deposit-\$770 (7 dues @\$110) 1/22/08

Deposit-\$990 (9 dues@\$110) 1/30/08

Deposit-\$450 (4 dues @\$110) \$10 dues payment 2/26/08

Check #124 for \$34.13 to Kathy Hetzel (Awards Exp.) 4/24/07

Check #125 for \$900 to Marilyn Kooiker (PILD Conference) 5/4/07

Check #126 for \$8.71 to Trempealeau Co UWEX (Award postage) 8/14/07

Check #127 for \$250 to Pam Peterson (1<sup>st</sup> Timer award) 10/07

Check #128 for \$250 to Kathy Metzenbauer (Voting Delegate) 10/07

Check #129 for \$250 to Jenny Wehmeier (Voting Delegate) 10/07

Check #130 for \$250 to Mary Novak (Voting Delegate) 10/07

Check #131 for \$200 Donna Doll Yogerst (CE Award) 10/07

Check #132 for \$200 to Marma McIntee (DSA Award) 10/07

Check #133 for \$200 to Peggy Olive (DSA Award) 10/07

Service Charge \$6.00.....11/07

Check #134 for \$50 to Gayle Rose Martinez (Nat'l award) 12/07

Check #135 for \$50 to Kathy Hetzel (Nat'l award) 12/07

Check #136 for \$50 to Marilyn Kooiker (Nat'l award) 12/07

Check #137 for \$2590 to NEAFCS (37 memberships @\$70) 12/07

Check#138 for \$2450 to NEAFCS (35 memberships @\$70) 1/08

Check#139 for \$140 to Kathy Metzenbauer (5 JCEP meals for awardees) 3/08

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**Certificate of Deposit**

Renewed for 9 months @3.75 APY-matures 10/23/08.....\$2535.45

**Certificate of Deposit**

Renewed for 9 months @5.15 APY-matures 2/15/08.....\$11,744.10  
(2007 Conference funds)

CD matured: \$5000 paid to UW-Extension February 2008

Certificate of Deposit-2/22/08 90 day @2.72%.....\$6794.27

**Certificate of Deposit**

Renewed for 90 days-matures 6/4/08.....\$10722.48

**Total Assets..... \$24857.30**

Motion to accept the treasurer’s report as presented was made by Meyer, seconded by Rychter. Motion carried.

**Proposed Budget**

***Income***

		08 Budget	07 Actual	07 Budget
Dues		8040	8040	6700
Fundraising for National Meeting	<a href="#">NEAFCS</a>	0		
Other revenue	NEAFCS-07	0	1339.92	
Interest	Money Market Only	25	28.09	400
<b>Budget adjustment from savings</b>		<b>1975</b>		<b>1980</b>
<b>TOTAL INCOME</b>		<b>8065</b>	<b>9408.01</b>	<b>9080</b>

***Expenses***

2.1 Dues to NEAFCS	<a href="#">72@\$70</a>	5040	5100	4080
	<a href="#">78@\$50</a>			
	<a href="#">67@\$60</a>			
3.1 Expenses -newsletter			0	25
3.2 Expenses-postage, supplies, etc.			0	50
3.4 Expenses-other			6	50
3.5 Strategic Planning			0	
4.1 Awards & Recognition		100	104.66	100
4.2 Member Resources		250	38.86	100
4.3 Professional Development		50	0	275
4.4 Public Policy Education		50	0	25
5.1 Awards-NEAFCS If attend national conference:				
2 DSA @ 200, 2 Continuing Excellence @ 200	250 2 continuing excellence @250	1000	750	900
\$50 other national winners		150	150	

5.1A WEAFCFS Award Expenses		75	72	75
5.4 Banquet Expenses	Host District and Guests	250	140	200
5.5 Friends of WEAFCFS				50
6.1 NEAFCS President expenses		400	250	400
6.2 Public Issues Leadership Dev't. Conference		900	900	900
6.3 NEAFCS Meeting Supplies		75	0	100
6.4 NEAFCS Meeting 2 delegates @ 250		500	500	500
6.5 NEAFCS Regional Meeting President Elect		500	0	400
Odd # years -expense	Even year-carryover			
7.0 Team Effort Award Internal Partners	Effort Award/Internal Partner	75	50	50
7.1 Scholarship-WEAFCS			0	300
7.2 J. Keup Para Professional		75	50	50
7.3. A Murphy		75	50	50
7.4 WEAFCFS First Timer Award		250	250	200
7.5 M. Richert "Rookie"		75	50	50
7.6 Mid Career		75	50	50
7.7. Rosalie Powell Award		75	50	50
National Meeting				4000
8.1. Contingency				50
<b>TOTAL EXPENSES</b>		<b>10040</b>	<b>8561.52</b>	<b>13080</b>
Balance				

Budget Year goes from one state meeting to the next, April to April.

Interest for 07-08 actual reflects interest from checking account only, while other years reflect CD interest.

Other income for 07-08 would be over \$3200 from the National meeting.

It was noted the proposed budget includes an increase of \$150.00 in the Member Resource line item increasing the amount from \$100.00 to \$250.00. Peggy Olive from the Member Resources committee reported this reflects the intention of the Member Resources committee to begin awarding five membership incentives (\$40.00 each to cover the state portion of the membership fee).

## IX. Committee Reports

### A. Member Resources – Peggy Olive

The Member Resources Committee met three times via WisLine in 2007 and once in February 2008. The Committee currently has 19 members.

Major areas for discussion included engaging new and retiring members, ideas for acknowledging continuing Association members, and reviewing membership categories. A drawing will be held during JCEP to give away between two and five 2009 WEAFCFS memberships (\$40 value to pay for state portion of dues).

In the area of membership categories, committee members created a draft by-law statement and a survey was conducted of the membership types in other NEAFCS state affiliates. The findings were then forwarded to the WEAFCs Executive Board which voted to present the draft by-law proposal to WEAFCs members.

WL meetings for the remainder of 2008 are scheduled from 11am – 12pm on the following dates Tuesday, May 6<sup>th</sup> and Tuesday, October 7<sup>th</sup>. Following the JCEP Conference, Ruth Schriefer will be taking over as Chair of the Member Resources Committee from 2008-2010.

**B. Nominating Committee – Mary Novak**

The Nominating Committee made up of the district liaisons helped solicit candidates for the positions of Vice-President/Editor and Treasurer. Two candidates for each office were placed on the ballot.

The ballot was sent out via e-mail on March 14 with a one week response given. The election was extended an additional week to abide by the Bylaws. Election results were: Molly Spaulding – Vice-President/Editor and Bev Doll, Treasurer.

Sincere appreciation is extended to all the candidates who agreed to have their names placed on the ballot which shows their willingness to take leadership in WEAFCs and their commitment to the organization.

**C. State Program Leader Report – Laurie Boyce**

No report at this time.

**X. Unfinished Business – none at this time.**

**XI. New Business – none at this time.**

**XII. Meeting Adjourned at 2:40 p.m.**

Program:

Edie Felts-Podoll led the executive board through a presentation on Parliamentary Procedures.