

**Wisconsin Extension Association of Family and Consumer Sciences
Annual Meeting**

The Plaza Hotel & Suites, Eau Claire, WI

Wednesday, April 2, 2008

8:15-10:30 a.m.

Meeting Minutes

- I. Meeting Called to Order** by President Metzenbauer at 8:15 a.m.
- II. Appoint Parliamentarian** – Edie Felts-Podoll was appointed Parliamentarian by President Metzenbauer.
- III. Appoint Committee to Review Minutes** appointed by President Metzenbauer was Connie Eisch, Pat Rychter, and Barb Haynes.
- IV. Roll Call** was taken by Secretary Nancy Crevier with 38 members present, including Laurie Boyce, Nancy Brooks, Jackie Carattini, Jennifer Caravella, Nancy Crevier, Karen Dickrell, Donna Doll-Yogerst, Connie Eisch, Edie Felts-Podoll, Mary Geissler, Molly Spaulding, Barb Haynes, Linda Heppner, Marilyn Herman, Patti Herman, Kathy Hetzel, Cyndy Jacoby, Jane Jensen, Karen Joos, Julie Keown-Bomar, Chris Kniep, Marilyn Kooiker, Joan Laurion, Kathy Metzenbauer, Luane Meyer, Mary Novak, Peggy Olive, Linda Olson, Gail Peavey, Donna Peterson, Pat Rychter, Jane Schaaf, Ruth Schriefer, Joan Sprain, Shelley Tidemann, Dianne Weber, Mary Wood, and Lori Zierl.
- V. Review of Agenda/ Additions** – the agenda was amended as follows:
Item C. Associate Membership added to Unfinished Business.
Under New Business, item B. Wisline Board Meetings for 2008 was removed from the agenda. Executive Board members were asked to meet immediately after the Association meeting to set future meeting dates. Item A. State’s Night Out at Galaxy was moved to Item B. NEAFCS Endowment Fund was added as Item A.
Motion made by Caravella, seconded by Rychter to accept the agenda as amended. Motion carried.
- VI. Minutes of the April 27, 2007 Meeting** were distributed to membership. Motion made by Felts-Podoll, seconded by Tidemann to place the minutes on file. Motion carried.
- VII. Correspondence** – none at this time.
- VIII. Treasurer’s Report and Proposed Budget for 2008-09** – President Metzenbauer presented the Treasurer’s Report in the absence of Treasurer Lepeska.

WEAFCS TREASURER’S REPORT-March 2008

Organizational DDA (Port Wash State Bank).....**\$1165.15**
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

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 (1st 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

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

President Metzenbauer reported the Ad Hoc Committee appointed at the April 27, 2007 meeting to review the history of association expenses never met. The item has been tabled.
 President Metzenbauer thanked Treasurer Lepeska for her years of service. Motion made by Weber, seconded by Kooiker to place the Treasurer's Report on file for future audit. Motion carried.

President Metzenbauer presented the Proposed Budget for 2008-09.

Proposed Budget

Income

	08 Budget	07 Actual	07 Budget
Dues	8040	8040	6700
Fundraising for National Meeting	0		
Other revenue	0	1339.92	
Interest	25	28.09	400
Budget adjustment from savings	1975		1980
TOTAL INCOME	8065	9408.01	9080

Expenses

2.1 Dues to NEAFCS	<u>72@\$70</u>	5040	5100	4080
<u>78@\$50</u>	<u>67@\$60</u>			
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	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		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
TOTAL EXPENSES		10040	8561.52	13080
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.

Peggy Olive, Chair of the Member Resources Committee noted the line item for Member Resources in the proposed budget has been increased from \$100.00 to \$250.00 to allow the committee to begin a membership incentive

program to award free state memberships (a \$40.00 value) to five association members beginning next year.

Motion by Eisch, seconded by Haynes to approve the 2008-09 Proposed Budget as presented. Motion carried.

IX. Committee & Officer Reports (Please email or bring a copy of your report to the Secretary)

A. Awards & Recognition – Luane Meyer

The awards committee met via Wisline on February 12, 2008. At that time we discussed the process for the judging of the 2008 award applications and the division of responsibilities for the association banquet on April 2 at JCEP.

The awards committee received 17 applications and they were judged by 7 sub-committees of award committee members. Five applications were received for NEAFCS consideration and five were forwarded to the national awards committee. Twelve applications for state awards were received and seven recipients will be recognized at the 2008 association banquet or in their local community.

Two Friends of WEAFCFS applications were received. One Friend of WEAFCFS (External) will receive a plaque at the all association banquet. At the next awards and recognition committee meeting, we will review a proposal to consider award criteria of the Rosalie Powell Financial Management Award that would make the state award eligible for the NEAFCS Dean Don Felker Financial Management Award. We will also review a clarification of criteria for the Friend of WEAFCFS award regarding recognition. These changes will go into effect in 2009.

B. 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 WEAFCFS Executive Board which voted to present the draft by-law proposal to WEAFCFS members.

WL meetings for the remainder of 2008 are scheduled from 11am – 12pm on the following dates Tuesday, May 6th and Tuesday, October 7th.

Following the JCEP Conference, Ruth Schriefer will be taking over as Chair of the Member Resources Committee from 2008-2010.

C. Professional Development – Pam Peterson

In the absence of Pam Peterson, no report was received at this time.

D. Public Policy Education – Jennifer Caravella

Currently the Public Policy Committee has fifteen members including:

Jennifer Caravella, Co-Chair
Marilyn Kooiker, Co-Chair
Edie Felts-Podoll
Marilyn Herman
Brenda Janke
Christine Kniep
Marma McIntee
Mary Meehan-Strub
Susan Nagelkerk
Betty Tarabek
Donna Doll-Yogerst

In 2007, the committee met only once and this was via wisline. Other scheduled wisline meetings were not held due to very low attendance and other conflicts in schedules. During the wisline, guest presenter Dan Hill talked about his experience with the CNRED Public Policy Team which he organized four years ago. Specifically, he discussed some of the team's goals, guiding principles, and accomplishments.

The committee submitted an article to the 2007 WEAFCs Communique newsletter.

Marilyn Kooiker represented the public policy committee at the NEAFCS Annual Conference in St. Paul.

In 2008, the committee has met twice via wisline with an additional two wislines scheduled for May and September. Rosemary Potter, Director of Government Relations for UW-Extension & UW Colleges will be the guest presenter for the September 25, 2008 wisline. This program will be open to all program areas.

The next Public Policy Committee wisline is scheduled for May 15, 2008 at 1:00 PM.

After the 2008 JCEP Conference, Gail Peavey will be replacing Marilyn Kooiker as the committee co-chair. The committee would like to thank Marilyn for her four years of leadership.

E. Vice President /Editor – Jenny Wehmeier

In the absence of Jenny Wehmeier, no report was received at this time.

F. Historian – Jane Jensen

Jane Jensen reported WEAFCs records are stored in the Sheboygan County UW-Extension office. Old WEAFCs records can be stored with the University of Wisconsin Archives and Records Management Services. Jane will go through the records she has in storage to begin the process of pulling old records to be archived.

G. 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 WEAFCFS and their commitment to the organization.

H. Finance/Audit Committee –Faye Malek (06-08); Karen Dickrell (07-09); Linda Olson (07-09)

Marilyn Herman volunteered to serve on the Finance/Audit Committee for 2008-2010. Committee members will meet to audit the financial records before turning over the finances to our new treasurer, Bev Doll.

I. District Representatives – Pat Rychter (C), Marilyn Kooiker (N), Luane Meyer (W), Judy Knudsen (E), Donna Peterson and Ruth Schriefer (S)

No concerns were brought to the Association at this time. President Metzenbauer reported Donna Peterson is serving as the PILD Coordinator this year and will be the Association’s representative, going to Washington, D.C. later this month.

F. President Report – Kathy Metzenbauer

President Metzenbauer thanked members who helped with the NEAFCS conference held last September.

G. JCEP of WI Board (Kathy Metzenbauer, Mary Novak, Pam Peterson)

President Metzenbauer reported next year’s JCEP Conference will be held in Madison.

H. 2007 NEAFCS Conference Report – Marilyn Herman

Marilyn Herman reported the NEAFCS Conference did well financially. Each of the three host states received money back from the conference committee. WEAFCFS returned \$5000.00 to the Family Living Program area. A total of 859 people attended the conference.

I. State Program Leader Report – Laurie Boyce

Laurie Boyce reported state team leaders from the four program areas will be meeting next week for a Team Summit. Teams will develop responses to county issue statements. Laurie also provided an update on open state specialist positions.

* Motion by Rychter, seconded by Carattini to accept Committee and Officer Reports to be placed on file. Motion carried.

X. Unfinished Business

A. NEAFCS

President Metzenbauer reported the four national associations will be meeting together this year at the Galaxy III Conference to be held in Indianapolis, September 15th-19th.

The next NEAFCS Conference will be held in Alabama in 2009, this will be the association’s 75th anniversary.

B. Living Well Campaign

Marilyn Herman reported the association has a Living Well display. Please let her know if you are interested in using it. Members were reminded to continue to promote the Living Well website.

C. Associate Membership

Peggy Olive representing the Member Resource Committee distributed copies of a by-law change proposed by the committee related to Associate Membership.

Section 2. Associate Member

- *A UW-Extension employee working in any capacity with family and consumer science programming or Cooperative Extension Administration is eligible to join the Wisconsin Extension Association of Family and Consumer Sciences (WEAFCS) as an “Associated Member.” This membership may include those who would like to be active in WEAFCS, but not the National Extension Association of Family and Consumer Sciences (NEAFCS).*
- *Benefits of “Associate WEAFCS” membership includes networking and staying connected with colleagues. They will receive a copy of Communiqué (by email announcement), are eligible for WEAFCS committee membership, WEAFCS awards, and attendance at the Joint Council of Extension Professionals (JCEP-WI) conference, may hold WEAFCS office and have WEAFCS voting rights.*
- *Associate Members pay state dues only.*
- *“Associate WEAFCS” members are not eligible for national NEAFCS awards.*
- *It is important to note that we encourage anyone interested in membership to become a full active member to include membership in NEAFCS as the total of active member does affect the number of awardees for Distinguished Service and voting delegates.*

Motion made by Peggy Olive, seconded by Ruth Schriefer to bring this proposed bylaw change to the Association’s membership by way of an email vote in thirty days. (According to the Association’s by-laws, thirty day notice is required to amend a by-law.) Motion carried.

XI. New Business

A. NEAFCS Endowment Fund

Mary Novak distributed the NEAFCS 75th Anniversary Endowment Campaign contribution form. NEAFCS members are encouraged to contribute \$75.00 in honor of the 75th anniversary. State associations are also being asked to support the endowment fund.

B. State’s Night Out at Galaxy

Mary Novak polled association members regarding this year’s State’s Night Out to be held during the Galaxy III conference. Since other associations from the state will be attending, WEAFCS members encouraged Mary to continue to explore the option of a combined State’s Night Out event.

XII. Other Business – none at this time.

XIII. Announcements

Galaxy III, September 15-19, 2008 at Indianapolis, IN

JCEP of Wisconsin Conference 2009 – March 31-April 2, Madison

2008 WEAFCs Banquet Host – West

Other – AAFCS Conference 2008 – June 19-22, Milwaukee

XIV. Installation of new officers

President Metzenbauer led the installation of new officers for incoming Vice President/Editor-Molly Spaulding and Treasurer-Bev Doll.

XV. WEAFCs annual meeting adjourned at 9:42 a.m.