

WEAFCS Executive Board Meeting
Monday, February 9, 2009
Wisline 11:00 A.M. – 1:00 P.M.

- I. **Meeting Called to Order** by President Mary Novak at 11:00 a.m.
- II **Appoint Parliamentarian** - Ruth Schriefer was appointed Parliamentarian by President Novak.
- III **Roll Call** was taken by Secretary Nancy Crevier with fourteen members present.
Present: Mary Novak, Kathy Metzenbauer, Molly Spaulding, Bev Doll, Cyndy Jacoby, Luane Meyer, Ruth Schriefer, Teri Zuege-Halvorsen, Jennifer Caravella, Gail Peavey, Jane Jensen, Donna Peterson, Marilyn Kooiker and Nancy Crevier. State Family Living Program Director, Laurie Boyce and Connie Eisch were also present.
Absent: Pat Rychter and Judy Knudsen.
- IV **Review Agenda** – President Novak added JCEP Conference Ex. Board meeting schedule under New Business, item C.
- V **Minutes of the Oct. 13, 2008** Wisline meeting were reviewed. Motion to place the minutes on file made by Bev Doll, seconded by Molly Spaulding. Motion carried.

Luane Meyer and Ruth Schriefer volunteered to review the minutes from today's meeting.

- VI **Correspondence** – None at this time.

- VII **Treasurer's Report** – Bev Doll
WEAFCS TREASURER'S REPORT - February 2009
Organizational Checking (Heartland CU)..... **\$2258.41**

Expenses

- Check #1004 - \$56.00 to TEAFCS - (Galaxy – Corsages) 10/08
- Check #1005 - \$2380.00 to NEAFCS (Membership Dues) 12/08
- Check #1006 - \$70.00 to NEAFCS (Membership Dues) 1/09
- Check #1007 - \$140.00 to NEAFCS (Membership Dues) 1/09
- Check #1008 - \$1120.00 to NEAFCS (Membership Dues) 2/09
- Check #1009 - \$420.00 to NEAFCS (Membership Dues) 2/09

Deposits

- Deposit – Membership Dues - \$1790.00 (12/08)
- Deposit – Membership Dues - \$1610.00 (12/08)
- Deposit – Membership Dues - \$330.00 (1/09)
- Deposit – Membership Dues - \$110.00 (1/09)
- Deposit – Membership Dues - \$1790.00 (2/09)

Deposit – Membership Dues - \$660.00 (2/09)

Interest bearing Savings (Heartland CU)\$20351.59

Transfer to Checking – (10/08)..... \$300.00

Interest – (12/08)..... \$24.81

Certificates of Deposit (Heartland CU)

Received from Port Wash State Bank\$2606.55

Opened Certificate of Deposit - (12/08).....\$2606.55

Matures - (6/24/2009)

Total Assets.....\$25,216.55

Motion to place the treasurer’s report on file made by Cyndy Jacoby, seconded by Jennifer Caravella. Motion carried.

VIII Committee & Officer Reports

President Novak requested Laurie Boyce, Family Living Program Director share her report at this time.

Laurie reported UWEX leadership have been monitoring the budget situation referencing recent communication from Dean Rick Klemme. The Family Living Program is moving ahead to fill all open WNEP positions, as well as the Family Living positions in Langlade and Ozaukee Counties. Recently announced retirements will bring Family Living vacancies in Ashland and Dane Counties. Rehiring processes are pending county and state approval. Ann Keim will be returning to the Family Living Program following a two year leave of absence while she was working for the Chancellor. Laurie also reported market increases were announced last week for WNEP Nutrition Educators.

A Awards & Recognition – Luane Meyer

The Committee met via wisline on January 6, 2009.

Award Judging Sub-committees/Teams – Luane and Cyndy will sort awards and assign teams based on similar number to judge and no likely bias on judging the packets (can’t judge your own, etc.) Judging packets will be sent to teams in the mail and emails will be sent to teams with criteria and judging sheet links and/or attachments.

Rosalie Powell & Dean Don Felker Awards -

A motion was made and accepted to revise these two awards so they are compatible on both the state and national level. Molly Spaulding will post these revisions on the WEAFCs website. Revision will result in a Rosalie Powell award package that can be also submitted for Dean Don Felker. Each application will need appropriate cover applications.

Friends Award -

A motion was made and accepted to revise the Friend's Award. This revision clarifies that each year two recipients may be selected that are either internal or external.

Review Award Guidelines:

Luane has information from a PowerPoint from National Conference that the award for Extension Educator of the Year was \$1000. Currently the NEAFCS Awards website states \$500. Luane is checking on this. Committee members discussed the \$50 award to National Winners who attend the NEAFCS conference. Molly suggested that we take into consideration the possibility of changes to reflect whether member must be the 1st place winner, etc.

WEAFCS Awards Website:

Molly noted that all Award Guideline updates will have the REVISED DATE included on the web award posting. Committee discussed having to re-type entire award because PDF does not allow edits. We are looking into the best way to manage this. Committee noted that some monetary awards are not current on the website.

Selection of chair who will take over after JCEP

Luane noted that a chair-elect was not chosen earlier this year. To be fair to the new chair for next year, selection prior to JCEP is recommended. The use of co-chairs has been helpful in the past. Committee members were asked to consider the chair role and action will be taken at the March meeting.

Update as of 2-09-2009:

Cyndy and Luane met on February 5 to assign the 14 awards to the judging teams. Five WEAFCs applications and nine NEAFCS applications were received. Judging guidelines/judging sheets will be e-mailed to the committee members. Awards packets will be mailed to the judging teams on February 9.

Our next WisLine is Tuesday, March 10, 2009.

B Member Resources – Ruth Schriefer

The WEAFCs Member Resources Committee met via WisLine on February 3rd. The Committee would like to recommend to the Executive Board the elimination of the biographical sketch responsibilities from the Committee guidelines. Ideas on the recruitment of new associate members were discussed. District reps shared information on personnel changes in their counties. We decided to continue the drawing for state membership dues at the WEAFCs Annual Business Meeting at JCEP. We will offer 5 state memberships again in 2009 (value - \$40/membership). Chris Kniep shared

some information on the 75th anniversary plans for NEAFCS and we'll be waiting for more details.

Membership for 2009 as of 2/9/09

- returning members - 60
- new active members - 3
- new associate members - 0
- total active members - 63
- honorary members - 38

C Professional Development – Teri Zuege-Halvorsen

The Professional Development Committee met by wisline December 8, 2008 from 1 - 2 pm.

1. The committee reviewed the goals and the final changes to the wording to include the following:

- a. Summarize current award winning programs and professional development opportunities in the Communiqué and the Family Living newsletter (website).
- b. Encourage members to have an ongoing log of professional development (available on the WEAFCFS website) for their plans of work and for tenure documents.

2. Discussion about the award winning programs centered on having the information made available in the Communiqué and the Family Living Connection newsletter on the website, one or two programs highlighted every other month. Laurie Boyce will post any summaries the group submits in the FL Connection. The awards committee was contacted and they provided a program summary for the Are You Ready? The College Transition. It will appear in the next issue of the Communiqué and the February FL Connection.

3. Professional development opportunities will continue to be posted in the Communiqué and in the future on the WEAFCFS website.

4. Book reviews: We put this topic on hold until the regional meetings are held and the book is discussed in each of the districts. This will be on the agenda at the face-to-face meeting at JCEP.

5. Professional Development Log: After some discussion, it was decided that the professional development log should only include information about courses, trainings or conferences that the FLE completed. Any other information such as presentations, awards, etc. would not be kept in this log. Once the log is changed, it will be placed on the WEAFCFS website to be used by members. At this time it will not be linked to the FL website.

6. Meeting dates for 2009 will be chosen at the next meeting.

D Public Policy Education – Jennifer Caravella

The Public Policy Committee last met via wisline on January 22, 2009.

Items discussed included the Living Well Campaign and the “Developing Relationships with and Becoming an Educational Resource for Local Policymakers” professional development opportunity on April 14th.

The committee will continue to schedule guest wisline speakers to talk about public policy related issues. These Wislines will be promoted and open to all UWEX educators. New meeting dates were discussed and chosen. Edie Felts-Podoll and Dan Hill will be offering a session at JCEP regarding correct parliamentary procedure for meetings. Individuals within WEAFCFS requested such a program a few years ago and so everyone who is interested is encouraged to attend.

E Vice President/Editor – Molly Spaulding

Since returning from leave, I have received a connection key to update the WEAFCFS website using Contribute software. I cannot change the template or layout of pages, but can update existing information. Please continue to send website updates and suggestions for changes/corrections to me, and I will do my best to keep the site up-to-date.

The latest issue of the Communiqué was posted to the website in January. The next issue will be posted in late March/early April. Newsletter deadlines for 2009 are:

March 15 (for April edition)

June 15 (for July edition)

September 15 (for October edition)

December 15 (for January 2010 edition)

F Historian – Jane Jensen

No report at this time.

G District Concerns – Pat Rychter (C), Donna Peterson (S), Ruth Schriefer (S), Marilyn Kooiker (N), Luane Meyer (W), Judy Knudsen (E)

Marilyn shared staff updates from the Northern District.

H By-laws Committee – Kathy Metzenbauer

The By-laws Committee consisting of Mary Novak, Donna Peterson, Jane Jensen and Kathy Metzenbauer met via Wisline on Jan. 26th. The work of the committee will be presented under Unfinished Business.

A motion to accept all of the reports was made by Ruth Schriefer, seconded by Teri Zuege-Halvorsen. Motion carried.

IX **Unfinished Business**

A **By-laws Review and Vote** – Kathy Metzenbauer

Two documents presenting proposed By-law changes and Guideline changes were emailed to Executive Board members prior to the meeting.

A motion to present recommended changes to the WEAFCFS By-laws to the full WEAFCFS membership for consideration at their April meeting was made by Kathy Metzenbauer, seconded by Bev Doll. Kathy led the Ex. Board through the proposed changes in each article of the By-laws. Additional changes were proposed by the Board. President Novak called for the question. Motion carried.

A motion to present recommended changes to the Guidelines to the full WEAFCFS membership for consideration at their April meeting was made by Ruth Schriefer, seconded by Kathy Metzenbauer. Once again, Kathy led the Ex. Board through the proposed changes in each section of the Guidelines. Additional changes were proposed by the Board. President Novak called for the question. Motion carried.

(Please see attached By-law and Guidelines documents for proposed changes that will be forwarded to WEAFCFS membership for consideration at their April 1, 2009 meeting.)

X **New Business**

A **History of our Affiliate** – Create addition to 1984 report for NEAFCS 75th Anniversary Celebration

President Novak reported all state affiliates have been asked to provide NEAFCS with an updated history. WEAFCFS created a report in 1984 for NEAFCS's 50th anniversary. Historian Jane Jensen was asked to chair the committee working on this project. Marma McIntee will be asking Honorary Members if they would help. President Novak will also ask WEAFCFS members if they would be interested in helping.

B **Communiqué** – Feedback for Molly

There has been a suggestion to include committee chair pictures next to their reports in the Communiqué. Please provide a picture, or Molly will take a photo during the JCEP Conference. Molly also requested any feedback regarding the Communiqué schedule or format. Ruth Schriefer provided positive feedback and thanked Molly for her work.

C **JCEP Conference Service Learning Project Update**

President Novak reported WAE4-HYDP will once again be providing leadership and funding for a Service Learning Project to be completed during the JCEP Conference. Would WEAFCFS members be interested in sponsoring a project like this in the future? The item will be placed on our next agenda for future discussion.

WEAFCS Ex. Board Meeting Schedule during JCEP

WEAFCS Ex. Board meeting time has been tentatively set aside for Tuesday, March 31st from 1:30-5:00pm. Several board members have indicated they have commitments for tours that will be taking place at the same time. President Novak will send out a meeting scheduler in the near future to determine a time prior to the conference to schedule a Wisline meeting.

XI Announcements

- A Message from Family Living Program – Laurie Boyce
(Please see item VIII – Committee and Officer Reports)
- B Next Meeting – JCEP Mar. 31-Apr. 2, Madison
A WEAFCs face to face meeting has been scheduled for Wednesday, April 1st, from 8:00-10:30am. during the JCEP Conference.
- C Public Issues Leadership Development Conference - Apr. 27-29
- D NEAFCS, Sept. 15-18, Birmingham, AL
- E NEAFCS in 2012 – Central Region

- XII Motion to adjourn made by Bev Doll, seconded by Kathy Metzenbauer. Motion carried. The meeting adjourned at 12:53pm.