

# 2014 NEAFCS Annual Business Meeting

## **NEAFCS Regional Business Meeting**

Wednesday, September 17, 2014

8:00 AM – 10:00 AM, Hyatt Regency Lexington and Lexington Center

## **Educational Awards Fund Meeting**

## **NEAFCS Annual Business Meeting**

Thursday, September 18, 2014

9:00 AM - 11:00 AM, Hyatt Regency Lexington

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# Meeting Agendas

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## Education Awards Fund

Call to Order .....	Kathleen Olson
Parliamentary Procedure .....	Dr. Ken Culp III
Credentials Report .....	Cindy Davies, Sandra Greci
Adoption of Meeting Rules .....	Rhea Bentley
Adoption of Agenda .....	Rhea Bentley
Appointment of Committee to Approve Minutes .....	Kathleen Olson
2013 Awards Fund Meeting Minutes .....	Rhea Bentley
Financial & Audit Reports .....	Sondra Ganus Thorne
Vice-President for Awards & Recognition Report .....	Roxie Price

## New Business

2014-15 Educational Awards Fund Budget .....	Sondra Ganus Thorne
Announcements	
Adjournment	

## Annual Business Meeting

Call to Order .....	Kathleen Olson
Parliamentary Procedure .....	Sondra Ganus Thorne
Credentials Report .....	Cindy Davies, Sandra Greci
Adoption of Meeting Rules .....	Rhea Bentley
Adoption of Agenda .....	Rhea Bentley
Appointment of Committee to Approve Minutes .....	Kathleen Olson
2013 Annual Business Meeting Minutes .....	Rhea Bentley
Financial & Audit Reports .....	Sondra Ganus Thorne

## Reports of Elected Officers

President .....	Kathleen Olson
President-Elect .....	Peg Ehlers
Past President .....	Carol Chandler
Secretary .....	Rhea Bentley
Treasurer .....	Peg Ehlers
Vice President for Member Resources .....	Susan Cosgrove
Vice President for Professional Development .....	Sonja Koukel
Vice President for Public Affairs .....	Theresa Mayhew
Southern Region Director .....	Susan Routh
Eastern Region Director .....	Sandra Greci
Western Region Director .....	Cindy Davies
Central Region Director .....	Nancy Stehulak
Historian .....	Carol Schlitt

**Standing Committee**

Reports Bylaws .....	Rhea Bentley
Credentials .....	Cindy Davies, Sandra Grenci
Finance .....	Sondra Ganus Thorne
Investments .....	Sondra Ganus Thorne

**Special Committee Reports**

JCEP - Leadership Conference .....	Cindy Davies
JCEP - PILD Conference .....	Theresa Mayhew
JCEP – Blue Ribbon Committee .....	Peg Ehlers
National Office Committee .....	Carol Chandler
National Nominating .....	Carol Chandler
Endowment Committee .....	Marsha Lockard
Journal of Extension NEAFCS Representative .....	Luann Boyer
100th Anniversary Committee .....	Rhea Bentley
Board Restructuring Committee .....	Christine Kniep

**New Business**

Bylaws Amendments .....	Rhea Bentley
Presentation of Candidates .....	Carol Chandler
Election of Officers .....	Kathleen Olson
Adoption of 2015 Operating Budget .....	Sondra Ganus Thorne
Presentation of 2014-15 Executive Board .....	Carol Chandler
Announcements	
Adjournment	

# Credentials Report

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## Central Region

	Active Members as of 08/01/14	# of Delegates Allowed
Illinois	19	2
Indiana	71	3
Iowa	26	2
Kansas	68	3
Michigan	42	2
Minnesota	24	2
Missouri	35	2
Nebraska	43	2
North Dakota	33	2
Ohio	55	2
South Dakota	13	2
Wisconsin	55	2

## Southern Region

	Active Members as of 08/01/14	# of Delegates Allowed
Alabama	36	2
Arkansas	74	3
Florida	78	3
Georgia	79	3
Kentucky	121	5
Louisiana	36	2
Mississippi	46	2
North Carolina	87	3
Oklahoma	78	3
Puerto Rico	0	0
South Carolina	11	2
Tennessee	124	5
Texas	196	8
Virginia	37	2

## Eastern Region

	Active Members as of 08/01/14	# of Delegates Allowed
Connecticut	1	2
Delaware	6	2
Dist. of Columbia	0	0
Maine	5	2
Maryland	17	2
Massachusetts	2	2
New Hampshire	0	0
New Jersey	15	2
New York	24	2
Pennsylvania	42	2
Rhode Island	0	0
Vermont	2	2
West Virginia	28	2

## Western Region

	Active Members as of 08/01/14	# of Delegates Allowed
Alaska	6	2
Arizona	15	2
California	15	2
Colorado	24	2
Hawaii	7	2
Idaho	20	2
Montana	31	2
Nevada	4	2
New Mexico	28	2
Oregon	13	2
Utah	31	2
Washington	10	2
Wyoming	5	2

# Strategic Plan • 2013-2016

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## **Mission Statement**

The National Extension Association of Family and Consumer Sciences (NEAFCS) provides personal and professional development and recognizes Extension professionals who impact the quality of life for individuals, families and communities.

## **Vision**

NEAFCS is the professional organization for Extension Family and Consumer Sciences that:

- Provides innovative professional growth and leadership development opportunities
- Recognizes and promotes excellence and scholarship in Extension Family and Consumer Sciences programming
- Provides opportunities for sharing educational resources, networking and building partnerships
- Promotes Extension Family and Consumer Sciences and the mission and goals of the Land Grant University Extension System

## **Awards & Recognition**

**Goal 1:** Recognize and promote excellence, diversity and scholarship in Extension Family and Consumer Sciences programming

### **Strategies:**

- Mentor members in understanding awards opportunities and procedures
- Evaluate awards and recognition programs in order to address current program trends and new, emerging technology

**Goal 2:** Develop adequate financial resources to continue funding quality awards and recognition

### **Strategies:**

- Recruit and expand sponsorships for awards and recognition of members
- Continue relationships with and recognition of current award sponsors

## **Member Resources**

**Goal 1:** Create an awareness of diversity issues impacting NEAFCS members

### **Strategies:**

- Involve diverse members in the Association
- Provide opportunities for members to present successful programming related to diversity

**Goal 2:** Provide opportunity for communications, marketing resources and networking partnerships for Association members and the Extension FCS profession

### **Strategies:**

- Promote the relevance and impact of our profession and programs to internal audiences

**Goal 3:** Support association publications that showcase academic excellence

### **Strategies:**

- Provide an opportunity for members to share scholarly work through peer reviewed publications

**Goal 4:** Provide opportunities for life members to continue active participation in NEAFCS

### **Strategies:**

- Develop communication resources for life members
- Market opportunities for involvement to retirees

**Goal 5:** Build and support membership, leadership and mentoring opportunities

### **Strategies:**

- Encourage members to join national committees and attend Annual Session

- Promote principles of professional ethics
- Promote mentoring opportunities

## **Public Affairs**

**Goal 1:** Increase knowledge of public issues and the relationship between the Extension system and the legislative process

### **Strategies:**

- Promote attendance at the Public Issues Leadership Development conference to affiliate membership

**Goal 2:** Build supportive alliances and collaborations amongst JCEP partners and related associations and industries

### **Strategies:**

- Create liaisons and partnerships with outside organizations and agencies

**Goal 3:** Promote relevance and impact of our profession and programs to both internal and external audiences

### **Strategies:**

- Advocate for our profession utilizing a variety of national networks

**Goal 4:** Apply principles of professional ethics as outlined in the NEAFCS creed

## **Professional Development**

**Goal 1:** Provide scholarly and innovative professional development opportunities for members

### **Strategies:**

- Ensure that Annual Session reflects the needs of Association members utilizing scholarly resources
- Offer professional development opportunities in addition to Annual Session
- Provide professional development opportunities to members and potential members to promote leadership skills
- Provide an opportunity for members to share scholarly work through peer reviewed presentations and webinars

**Goal 2:** Support and promote diversity and cultural competence in programming

### **Strategies:**

- Be inclusive in all professional development opportunities to reach underserved audiences

**Goal 3:** Utilize technology to enhance our profession

### **Strategies:**

- Enhance and build technology skills, utilizing social and professional media

## **Organizational Management**

**Goal 1:** Ensure an organizational structure and governance that meets the needs of members and supports the mission and vision of the Association

### **Strategies:**

- Assure balanced affiliate representation

### **Action Steps:**

- Evaluate NEAFCS board structure
- Assess regions and affiliate relationships
- Assess committees, sub-committees, coalitions and partnerships

**Goal 2:** Implement financial policies that ensure our continued viability and that reflect best practices for nonprofit organizations

### **Strategies:**

- Assure accountability, transparency, integrity, and ethical practices in financial transactions and philosophies

**Action Steps:**

- Evaluate current accounting practices for meeting nonprofit standards
- Incorporate technology based accounting tools that support financial transparency and best practices
- Maintain and review budget and financial statements in “fund account” format

**Goal 3:** Use innovative and appropriate management and information tools to support Association priorities

**Strategies:**

- Adhere to the bylaws, policies and procedures of the organization

**Action Steps:**

- Review bylaws and resolutions for impact on board structure management company structure and revise as needed
- Review Strategic Plan goals annually and revise as needed
- Review website and information tools annually and revise as needed

**Goal 4:** The Board will provide oversight of the management company

**Strategies:**

- Assure that the management company abides by the organizational bylaws, policies and procedures

**Action Steps:**

- The Management Company will maintain accurate and transparent records




# Annual and Awards Business Meeting Rules



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1. All persons shall register and have a nametag before being admitted to the meeting.
2. All voting delegates will be seated in the front rows during business meetings and shall have an official voting delegate card. Only voting delegates may make motions and vote, but all NEAFCS members may speak to questions.
3. Main motions and amendments shall be written, signed and sent by an Arrangements Task Force Subcommittee member to the secretary immediately.
4. Those speaking from the floor, should state their name and state, and must be recognized by the chair. Debate shall be limited to two minutes for each speaker and ten minutes for each question. No members shall speak more than once on the same question without the consent of the voting body granted by two-thirds vote without debate.
5. All oral reports shall be limited to three minutes. Three printed copies shall be presented to the secretary.
6. A committee shall be appointed by the president at the opening of the business meeting to approve the minutes of the annual business meeting.
7. These rules shall be adopted by a two-thirds vote of seated delegates. Rules may be amended after their adoption by a two-thirds vote.
8. All delegates must be seated with their delegation prior to the credentials report. Latecomers will not be seated.
9. Voting delegates leaving the floor must turn in their voting card to the designated person and have it reissued before returning to the floor.



# Candidates for National Office

President- Elect	
<p><b>Eleanor (Debby) Mathews, AL</b></p> 	<p><b>A. Why would you like to be a candidate for this office?</b> I would like to be a candidate for President-Elect because through NEAFCS I have developed the skills and acquired the knowledge necessary to lead this organization. I would like the opportunity to work with the other board members to continue the legacy of excellence in leadership as well as to contemplate the future shape and form of our association.</p> <p><b>B. If you were elected, what would be your top priority/goal for your term?</b> My top goal would be to increase the number of active members. Through working with affiliate presidents and state FCS program leaders I believe we could market NEAFCS effectively. In my own state, I know we could double or triple our membership through recruiting our 1890 FCS agents and specialists.</p>
Secretary	
<p><b>Julie Cascio, AK</b></p> 	<p><b>A. Why would you like to be a candidate for this office?</b> I would like to be a candidate for secretary as I believe it is important for the membership to be aware of what is happening in their organization. As the secretary works with making sure the newsletter is published and relevant articles are included, that is an avenue to make this happen. It is also important to keep records of what is happening in the organization for current and future referral and I am skilled in this area.</p> <p><b>B. If you were elected, what would be your top priority/goal for your term?</b> My top priority would be working with the national office to get the newsletter published in a timely manner, prepare minutes of board and association meetings and have them posted on the website, and work with the registration committee for a smooth start to annual session.</p>
Vice President for Professional Development <i>(One position available – two candidates, listed alphabetically)</i>	
<p><b>Patricia Merk, AZ</b></p> 	<p><b>A. Why would you like to be a candidate for this office?</b> With 24 years of Extension experience, I have come to a place in my career where I am able to contribute to the organization in a more meaningful and extensive way. Having served on the Professional Development Committee and as Program chair, I have an awareness and perspective of how things have been and why as well as what they could be. As a prior Western Region Director, I enjoyed being part of the leadership team for NEAFCS and interacting with members from other states more closely. I am in a position personally and professionally once again to devote the amount of time, energy and hard work it takes to efficiently and effectively serve our organization and its constituents.</p> <p>NEAFCS is an organization of our profession. We are getting new and younger members in our ranks. I want to help our organization to continue to be aware of the needs and wants of members related to professional development. We have made great strides in recent years, but we need to continue to seek out ideas from our members and act on them.</p> <p>If we are to continue to thrive as a support system for our members, NEAFCS must seek out and listen to its membership and adapt and</p>

	<p>change as needed. I have been to almost all annual sessions. With this institutional memory and perspective, I feel that I can complement the existing leadership team through dedication, organization and inspiration.</p> <p><b>B. If you were elected, what would be your top priority/goal for your term?</b></p> <p>If elected, the top priority/goal of the team would be to conduct a survey of needs and assets related to professional development. Although we do evaluations of annual session, we should develop a higher level survey that looks at what our strengths are and what members want. We have changing membership. We need to know what current members want as well as those that have chosen not to be members. Is it something about professional development offerings that affect whether or not an Extension professional becomes a member? This would be done in conjunction with the other Vice-Presidents, especially Member Resources.</p> <p>Technology has been a boon to professional development offerings. This should be continued and expanded as a way of providing professional development.</p>
<p><b>Katharine Shumaker, OH</b></p> 	<p><b>A. Why would you like to be a candidate for this office?</b></p> <p>The opportunity to work with other FCS professionals to share great programming nationwide would be both challenging and rewarding. Working as part of a National Board would be a new growth experience.</p> <p><b>B. If you were elected, what would be your top priority/goal for your term?</b></p> <p>My main goal would be to work with the committees and membership to develop an Annual Session and ongoing Professional Development events that invigorate NEAFCS members and allow for the development and continuation of both traditional and innovative programs, publications and other resources that meet the needs of our clients and communities.</p>
<p><b>Vice President for Member Resources</b></p>	
<p><b>Margie Memmott, UT</b></p> 	<p><b>A. Why would you like to be a candidate for this office?</b></p> <p>Over the years NEAFCS has given me many opportunities to become a more effective professional and better individual. As VP for Member Resources, I will be able to give back to this great association and serve its members within the responsibilities of this office. Through the areas of membership, mentoring, leadership, life members, diversity, and marketing communications, I can help NEAFCS members stay connected with this association 'family' and reach their professional goals. I am passionate about promoting the values of Family and Consumer Sciences, embracing technology, and I look forward to enthusiastically working together to meet the challenges ahead.</p> <p><b>B. If you were elected, what would be your top priority/goal for your term?</b></p> <p>I will work hard to be an effective earpiece and mouthpiece of those I represent – YOU! To maintain and strengthen our membership, and at the same time look for opportunities for growth of the membership are priorities I will focus on. I will encourage the engagement of past, present, and future generations of FCS professionals. This can be a great partnership, as together we build upon the experience/wisdom of life members, the expertise/vision of current association members, and the enthusiasm/new approach of student and future members.</p>

Eastern Region Director	
<p><b>Daryl Minch, NJ</b></p> 	<p><b>A. Why would you like to be a candidate for this office?</b>  Serving as a National Board member will allow me to give back to the organization and contribute to planning the future of NEAFCS and the profession. The Eastern Region Director position will give me the opportunity to learn from and work with the members and officers in the region. I hope we can share our strengths and talents across the region.</p> <p>NEAFCS has provided me with many professional development, leadership and networking opportunities. As a national board member I will learn more about NEAFCS and the Extension system which will benefit me in my Family and Community Health Sciences position in New Jersey and make me a stronger advocate for Cooperative Extension. The experience will also enable me to be a better mentor and train others as advocates.</p> <p><b>B. If you were elected, what would be your top priority/goal for your term?</b>  My top priority would be to provide ongoing communication and support to the leadership and members in the Eastern region. I will bring the ideas and needs of the Eastern region to the Board to strengthen NEAFCS. I also hope to encourage the members in the region to become more involved in the work and professional opportunities of our organization.</p>
Western Region Director <i>(One position available – two candidates, listed alphabetically)</i>	
<p><b>Cathy Martinez, AZ</b></p> 	<p><b>A. Why would you like to be a candidate for this office?</b>  I am interested in being a candidate for this office because I believe that my leadership skills could be put to good use in the support of our national professional development organization. NEAFCS has, since I joined, been an excellent source of professional development and professional networking for me. It has provided a wide array of learning opportunities and connections which I utilize regularly in the fulfillment of my professional position. I believe that Extension, and NEAFCS in particular, is poised to be a great resource to support the economic growth of our communities – and to continue to be an unbiased resource of information for our citizens. We live, no doubt, in challenging times. However I was always taught that “tough times never last, but tough people do.” I think NEAFCS is full of tough people – and that we also build the capacity in our members to be tough and tackle the hard issues. Serving as the NEAFCS Western Region Director would be a new learning and leadership opportunity for me, and I believe that I possess the qualities that will enable me to do a good job serving the members of my region.</p> <p><b>B. If you were elected, what would be your top priority/goal for your term?</b>  I believe that keeping a steady flow of information between the States of my region and the National Association is the primary challenge of this position. Predecessors in this position have taken up this challenge and over the years, I think they have been successful. The means of communication have changed tremendously over the past decade and we engage in constant effort to utilize new means that will prove effective to open up this flow of information. That flow is not one way – not just from the Regional Director to the states, but from the states back to the national organization. Keeping in touch with the western region state presidents/associations and sharing their concerns and interests with the national organization is the other major challenge of this position. Being a “bridge” between groups is something that I have done throughout my professional career and a skill that I would like to utilize in this role.</p>

**Joey Peutz, ID**



**A. Why would you like to be a candidate for this office?**

Investing my time in the association (National Extension Association of Family and Consumer Sciences) is a great way to give back to those professionals who have mentored me, who have supported my scholarly efforts, and helped me to develop as an Extension professional. As part of the Extension community, I feel a responsibility to help support NEAFCS and all that it stands for. I feel this so strongly that I am willing to give of my time and skills.

**B. If you were elected, what would be your top priority/goal for your term?**

If elected, my top priority would be communication with Western Region members through innovative technology tools.

# 2013 Educational Awards Fund Meeting Minutes

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**Wednesday, September 18, 2013  
David L. Lawrence Convention Center  
Pittsburgh, Pennsylvania  
Minutes**

The Annual Business Meeting of the National Extension Association of Family and Consumer Sciences Educational Awards Fund was called to order at 8:45 a.m. by President Carol Chandler.

**Parliamentary Procedures:** Certified Professional Parliamentarian, Tom Lane, PRP, explained Parliamentary Procedures to use during the business meeting.

**Credentials Report:** Gail Brand, Central Regional Director, Credentials Chair, reported that the following were declared as seated members and are the official voting delegates for the meeting:

Central Region - 26  
Eastern Region - 13  
Southern Region - 41  
Western Region – 20  
Executive Board –13

105 total voting delegates

Total number of seated delegates 113 is of eligible voting delegates.

***Gail Brand moved for adoption of the credentials report, and being no second is needed and there was no discussion, Carol Chandler, President, declared that the seated members were the official voting delegates for the meeting; motion carried.***

**Annual Business Meeting Rules:** Rhea Bentley, Secretary, noted that the Annual Business Meeting Rules are in the voting delegate packet on page 8.

***Rhea Bentley moved for adoption of the business meeting rules as printed. As the motion came from committee, it did not require a second. As there were no objections to the rules, they were adopted as printed, with a two-thirds vote in the affirmative.***

**Adoption of the Agenda:** ***Rhea Bentley moved, on behalf of the rules committee for the adoption of the agenda as printed. As the motion came from committee, no second was needed, as this came from a committee; motion carried.***

**Appointment of reviewers of the minutes of the Educational Awards Fund Meeting:** President Carol Chandler appointed the following reviewers of the minutes:

1. Jennifer Berkley (MI)
2. Denise Continenza (PA)
3. Amanda Christensen (UT)

**2012 Awards Fund Business Meeting minutes review:** Rhea Bentley, Secretary, announced that the minutes of the 2012 Awards Fund Meeting were reviewed Linda-Law Saunders (NY), Maureen Burson (NE), and Phyllis Lewis (WY). Copies were made available to all voting delegates and have been posted on the NEAFCS web site.

***Rhea Bentley, Secretary, moved to accept the 2012 Awards fund minutes as posted on the website; No second was needed, motion carried.***

**Financial and audit reports:** Peg Ehlers, Treasurer, reported that the financial and audit report was approved by the Executive Board. If any member is interested in reviewing the report, contact Jody Rosen-Atkins, Executive Director at the National Office in Boca Raton.

**Awards and Recognition Committee Report:** Maude Kelly, Vice President for Awards and Recognition, presented the committee report as published on p. 46 in the business meeting packet..

### **New Business**

#### **2014 Educational Awards Fund Budget:**

***Peg Ehlers, Treasurer, moved by the direction of the Finance Committee, for the adoption of the 2014 Budget. No second was needed as recommendation came from the committee; motion carried.***

**Adjourn:** The 2013 NEAFCS Education Awards Fund Annual Business Meeting was adjourned at 9:20 a.m. by Carol Chandler, President.

Respectfully Submitted,

Rhea Bentley

Rhea Bentley  
NEAFCS Secretary

We have reviewed the minutes of the 2013 NEAFCS Business Meeting.

*Jennifer Berkley*  
Jennifer Berkley (MI)

*Denise Continenza*  
Denise Continenza (PA)

*Amanda Christensen*  
Amanda Christensen (UT)

# 2013 Annual Session Business Meeting Minutes

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Wednesday, September 18, 2013  
David L. Lawrence Convention Center  
Pittsburgh, Pennsylvania  
Minutes

The Annual Business meeting of the National Extension Association of Family and Consumer Sciences was called to order by President Carol Chandler at 9:35 a.m.

**Parliamentary Procedures:** Certified Professional Parliamentarian, Tom Lane, PRP, explained Parliamentary Procedures to use during the awards business meeting.

**Credentials Report:** Gail Brand, Central Regional Director, Credentials Chair, reported that the following were declared as seated members and are the official voting delegates for the meeting:

Central Region - 26  
Eastern Region - 13  
Southern Region - 42  
Western Region – 20  
Executive Board –13

106 total voting delegates

Total number of seated delegates is 114 of eligible voting delegates.

***Gail Brand moved for adoption of the credentials report; no second is needed being this came from committee; being no discussion, Carol Chandler, President, declared that the seated members are the official voting delegates for the meeting.***

**Annual Business Meeting Rules:** Rhea Bentley, Secretary, noted that the Annual Business Meeting Rules are in the voting delegate packet on page 8.

***Rhea Bentley moved to adopt the rules as printed; no second is needed as this came from committee; motion carried.***

**Adoption of the Agenda:** *Rhea Bentley, Secretary, on behalf of the Rules Committee, moved for the adoption of the agenda as printed on page 2. No second is needed as this came from committee; motion carried.*

**Appointment of reviewers of the minutes of the Annual Session Business Meeting:** President Amy Peterson appointed the following reviewers of the minutes:

1. Elizabeth Shephard (FL)
2. Nancy Honig (KS)
3. Karen Aspinwall (MD)

**2012 Annual Business Meeting minutes review:** Rhea Bentley, Secretary, announced that the minutes of the 2012 Annual Business Meeting were reviewed by Wendi Green (TX), Shawn Carlene Smith (NY) and Sondra Ganus Apple (TN). The minutes were made available to all voting delegates and have been posted on the NEAFCS web site.

***Rhea Bentley, Secretary, moved to accept the 2012 Annual business meeting minutes as posted on the website.***



**Treasurer and Audit Report:** Peg Ehlers, Treasurer, presented the Financial and Audit reports based on 1600 members, approved by the Executive Board, and on file at the National Office in Boca Raton, FL.

### **Reports of Elected Officers:**

Carol Chandler noted that written reports from Board members are available on the NEAFCS web site. Delegates were given a packet for Annual Session. Reports are archived in the NEAFCS Document Library <http://www.neafcs.org/content.asp?pageID=322> (links from Members Only Page).

### **Additional Board Reports**

Carol Schlitt, historian thanked the past historian Cheryle Jones Syracuse for her making contacts at Cornell. Work has been done with the National Agriculture library to preserve NEAFCS history.

Luann Boyer, NEAFCS representative to the Journal of Extension committee thanked NEAFCS for allowing her to serve on the committee. Members were encouraged to make submissions to the journal. This year

Jody Rosen-Atkins, NEAFCS Executive Director in her absence Cindy Rosen reported that their report is printed on page 54 and 55. They are in the process of updating the website. Members were encouraged to join the conference group on Facebook and to follow NEAFCS on Twitter and Linked in.

### **Standing Committee Reports**

Secretary, Rhea Bentley reported that there were no revisions to the by-laws this year.

Finance -Peg Ehlers reported that her report is enclosed in the information that was given to delegates in their voting packets.

### **Special Committee Reports**

**2013-2016 Strategic Plan Revisions-** Kathleen Olson announced that the strategic plan has been reviewed and is on the website. There will also be some committee restructuring. Registration will be underneath the Secretary, Arrangements-Regional Directors, Exhibits-Member Resources, Marketing and Communication-Public Affairs.

**JCEP Leadership Conference-** Marian Ross stated the Senior Regional Directors led the meeting. Elizabeth Shephard (FL) submitted minutes from the conference.

**JCEP/PILD Planning** – Debby Mathews reported that they met in session in April 2013. Scholarship rates are \$200. Members have opportunities to present a session at PILD.

**National Office Committee-** Susan Cosgrove reported that an evaluation was completed on the National office.

### **NEW BUSINESS:**

**Nominating Committee:** Amy Peterson, Nominating Committee Chair, thanked her committee for their hard work. The committee is as follows:

Western Region-Laura Sant and Patty Merck

Eastern Region, Karen Ensle and Hannah Fincham

Southern Region-Donna Shanklin and Louraiseal McDonald

Central Region-Linda Beech and Eileen Haraminac

President Carol Chandler appointed Past Presidents, Mary Ann Lienhart-Cross, Christine Kniep, and Donna Donald along with 2013 National Nominating Committee members, Louraiseal Mc Donald, Karen Ensle and Patty Merck to assist the elected Nominating Committee members as tellers for the 2013 election.



***Motion made by Natalie Owens TN to approve the appointments. Seconded by Susan Routh OK; motion carried.***

Amy stated that according to Article VII Section 4 of our By-laws, Nominations may be made from the floor provided nominees meet the qualifications for that office and provide credentials and letters of support as required. These must be submitted to the National Nominating Committee Chair, prior to the Pre-Annual Session Board Meeting. Amy presented the candidates for National Office:

- President Elect –Peggy Ehlers (IN)
- Treasurer – Roxie Dinstel (AK) and Sondra Ganus Apple (TN)
- Vice President for Award and Recognition– Daryl Minch (NJ) and Roxie Price (GA)
- Vice President for Public Affairs – Lora Lee Howard (KY) and Theresa Mayhew(NY)

Previously elected Regional Directors at the Central and Southern Regional Meetings were Nancy Stehulack (OH) and Susan Routh (OK)

***No one met the qualifications to be nominated from the floor; therefore, Joy Dugan IN, moved that nominations for National Office close; Marian Keith (MT) seconded the motion. The motion carried.***

Amy Peterson, Nominating Committee Chair, presented the 2013 – 2014 Executive Board.

President: Kathleen Olson, MN  
President-Elect: Peggy Ehlers, IN  
Vice President for Member Resources: Susan Cosgrove, MS  
Vice President for Professional Development: Sonja Koukel, NM  
Vice President for Public Affairs: Theresa Mayhew, NY  
Vice President for Awards and Recognition: Roxie Price, GA  
Secretary: Rhea Bentley, GA  
Treasurer: Sondra Ganus Apple, TN  
Central Regional Director: Nancy Stehulack, OH  
Eastern Regional Director: Alexandra (Sandra) Greci, NJ  
Southern Regional Director: Susan Routh, OK  
Western Regional Director: Cindy Davies, NM  
Past President: Carol Chandler, OH

***Peg Ehlers moved for the adoption of the 2014budget. As the motion came from committee, no second was needed.***

***The motion carried.***

President Carol Chandler declared the 2013 NEAFCS Business Meeting adjourned at 11:00 a.m.

Respectfully Submitted,

Rhea Bentley  
Rhea Bentley  
NEAFCS Secretary

We have reviewed the minutes of the 2013 NEAFCS Business Meeting.

*Elizabeth Shephard*  
Elizabeth Shephard (FL)

*Nancy Honig*  
Nancy Honig (KS)

*Karen Aspinwall*  
Karen Aspinwall (MD)

# 2014 Awards Fund Financial Statement

	Total	
	As of Aug 31, 2014	As of Aug 31, 2013 (PY)
<b>ASSETS</b>		
Current Assets		
Bank Accounts		
Awards Insured Deposit Acct (Ameritrade)	629.96	3,529.51
Bank of America - Awards Checking	44,737.27	11,541.21
Bank of America - Awards Savings	0.00	89.85
Checking - North Dallas Bank	0.00	25,838.89
Total Bank Accounts	<b>\$ 45,367.23</b>	<b>\$ 40,999.46</b>
Accounts Receivable		
Accounts Receivable (A/R)	0.00	29,445.00
Total Accounts Receivable	<b>\$ -</b>	<b>\$ 29,445.00</b>
Other current assets		
Awards Equities (Ameritrade)	284,040.55	258,087.96
Total Other current assets	<b>\$ 284,040.55</b>	<b>\$ 258,087.96</b>
Total Current Assets	<b>\$ 329,407.78</b>	<b>\$ 328,532.42</b>
<b>TOTAL ASSETS</b>	<b>\$ 329,407.78</b>	<b>\$ 328,532.42</b>
<b>LIABILITIES AND EQUITY</b>		
Liabilities		
Current Liabilities		
Accounts Payable		
Accounts Payable (A/P)	0.00	12,000.00
Total Accounts Payable	<b>\$ -</b>	<b>\$ 12,000.00</b>
Other Current Liabilities		
Current Liabilities		
Pre-paid Income	0.00	200.00
Total Current Liabilities	<b>\$ -</b>	<b>\$ 200.00</b>
Total Other Current Liabilities	<b>\$ -</b>	<b>\$ 200.00</b>
Total Current Liabilities	<b>\$ -</b>	<b>\$ 12,200.00</b>
Long-Term Liabilities		
Capital		
Awards & Recogn	25,055.00	25,055.00
Awards-Unrestricted	85,268.81	138,614.95
Diversity & Education	0.00	195.00
General Fund	117,576.00	65,382.00
Leadership & Prof Dev	0.00	8,660.00
Marketing & Public Issues	0.00	8,175.00
Temp Rest - Diversity Fund	1,609.00	2,608.57
Temp Rest - Leadership Training	100.00	100.00
Temp Rest - Marketing	300.00	
Temp Rest - Past Pres Fund	2,482.00	2,982.00
Temp Restr-Endowment	37,811.00	
Total Capital	<b>\$ 270,201.81</b>	<b>\$ 251,772.52</b>
Total Long-Term Liabilities	<b>\$ 270,201.81</b>	<b>\$ 251,772.52</b>
Total Liabilities	<b>\$ 270,201.81</b>	<b>\$ 263,972.52</b>
Equity		
Opening Balance Equity	0.00	(2,951.02)
Retained Earnings	55,678.59	34,389.97
Net Income	3,527.38	33,120.95

Total Equity	\$	59,205.97	\$	64,559.90
TOTAL LIABILITIES AND EQUITY	\$	329,407.78	\$	328,532.42

# 2014 Awards YTD Budget vs. Actual

	Total		
	Actual	Budget	over Budget
<b>Income</b>			
2-4000 Awards & Recog Revenue			0.00
2-4101 Active/Affiliate Member	0.00	24,000.00	(24,000.00)
2-4102 Life Member	0.00	900.00	(900.00)
2-4103 Partner Members		150.00	(150.00)
2-4104 Student Member		15.00	(15.00)
2-480 Silent Auction	0.00	3,500.00	(3,500.00)
2-4800 Environ Ed Award	193.00	200.00	(7.00)
2-4800 Family Health Wellness		300.00	(300.00)
2-4809 Clean Homes/Safety		1,000.00	(1,000.00)
2-4811 Extension Housing Outreach		600.00	(600.00)
2-4812 Communications Awards		2,500.00	(2,500.00)
2-4813 Food Safety Award		500.00	(500.00)
2-4816 Dean Don Felker Award	300.00	300.00	0.00
<b>Total 2-4000 Awards &amp; Recog Revenue</b>	<b>\$ 493.00</b>	<b>\$33,965.00</b>	<b>\$(33,472.00)</b>
9-0000 Endowment Contribution	750.00		750.00
9-1000 Gain/Loss on Investments	6,580.57		6,580.57
9-2000 Interest/Dividend	598.36		598.36
<b>Total Income</b>	<b>\$8,421.93</b>	<b>\$33,965.00</b>	<b>\$(25,543.07)</b>
<b>Gross Profit</b>	<b>\$8,421.93</b>	<b>\$33,965.00</b>	<b>\$(25,543.07)</b>
<b>Expenses</b>			
2-5000 Awards & Recognition Expenses			0.00
2-5100 Scholar/Grant/Fellow/Award		10,000.00	(10,000.00)
2-5300 Postage/Shipping		600.00	(600.00)
2-5400 Printing/Copying	89.75	600.00	(510.25)
2-5500 Plaques/Certificates		2,200.00	(2,200.00)
<b>Total 2-5000 Awards &amp; Recognition Expenses</b>	<b>\$ 89.75</b>	<b>\$13,400.00</b>	<b>\$(13,310.25)</b>
8-500 Gen & Admin Expenses			0.00
8-5201 Management Fees		12,000.00	(12,000.00)
8-5202 Audit/Accounting Fees	4,625.00	5,000.00	(375.00)
8-5500 Display Boards/Supplies		200.00	(200.00)
8-6801 Bank/Credit Card Process Fees	179.80	75.00	104.80
<b>Total 8-500 Gen &amp; Admin Expenses</b>	<b>\$4,804.80</b>	<b>\$17,275.00</b>	<b>\$(12,470.20)</b>
<b>Total Expenses</b>	<b>\$4,894.55</b>	<b>\$30,675.00</b>	<b>\$(25,780.45)</b>
<b>Net Operating Income</b>	<b>\$3,527.38</b>	<b>\$ 3,290.00</b>	<b>\$ 237.38</b>
<b>Net Income</b>	<b>\$3,527.38</b>	<b>\$ 3,290.00</b>	<b>\$ 237.38</b>

# 2015 Awards Fund Proposed Budget

	2014 Budget	2015 Budget	Explanation
<b>INCOME</b>			
<b>2-4000 Awards &amp; Recognition Revenue</b>			
2-4101 Active/Affiliate Member	\$24,000.00	\$24,000.00	\$15 * 1,600 Members
2-4102 Life Member	\$900.00	\$675.00	\$45 * 15 Members
2-4103 Student Member	\$15.00	\$15.00	\$7.50 * 2 Members
2-4104 Partner Member	\$150.00	\$150.00	\$15 * 10 Members
2-4800 Family Health Wellness	\$300.00	\$300.00	Contributions of Idaho
2-4816 Dean Don Felker Award	\$300.00	\$300.00	Contributions of Indiana
2-4800 Environmental Education Award	\$200.00	\$0.00	
2-4809 Clean Homes and Safety	\$1,000.00	\$1,000.00	American Cleaning Institute
2-4810 Early Childcare Training	\$0.00	\$0.00	
2-4807 Extension Educator Award	\$0.00	\$200.00	National Board
2-4811 Extension Housing Outreach	\$600.00	\$600.00	Montana State University
2-4812 Communication Awards	\$2,500.00	\$0.00	American Income Life Insurance
2-4813 Food Safety Award	\$500.00	\$500.00	University of Nebraska
2-480 Silent Auction	\$3,500.00	\$3,500.00	
<b>Total</b>	<b>\$33,965.00</b>	<b>\$31,240.00</b>	
<b>Transfers</b>			
From Awards Endowment		\$2,500.00	Communication Awards
From Awards Endowment	\$500.00	\$500.00	Past Presidents' Award
From Awards Endowment	\$500.00	\$500.00	Mary W. Wells Award
<b>Total Transfers</b>	<b>\$1,000.00</b>	<b>\$3,500.00</b>	
<b>Total Income</b>	<b>\$34,965.00</b>	<b>\$34,740.00</b>	

<b>EXPENSE</b>			
<b>2-5000 Awards &amp; Recognition</b>			
2-5000 Scholar/Grant/Fellow/Award	\$10,000.00	\$10,000.00	Incl. the sponsored awards above and also 1 Greenwood Frysinger (\$400), 1 Florence Hall (\$300), 1 Dean Don Felker(\$300), 1 Program Excellence (\$200), 1 Marketing Pkg. (\$200), 1 Community Partnership (\$300), 1 Human Development/Family Relationships (\$300), 1 School Wellness (\$300), and 1 Social Networking (\$300)
2-5215 Web Management	\$0.00	\$4,000.00	
2-5300 Postage/Shipping	\$600.00	\$600.00	
2-5400 Printing/Copying	\$600.00	\$600.00	
2-5500 Plaques/Certificates	\$2,200.00	\$2,200.00	DSA, CE, EEOTY, Certificates
2-5600 Telephone	\$0.00	\$0.00	
<b>Total 4-500 Annual Session Expenses</b>	<b>\$13,400.00</b>	<b>\$17,400.00</b>	

<b>8-5000 General &amp; Admin Expenses</b>		
8-5201 Management Fees	\$12,000.00	\$12,000.00
8-5202 Audit/Accounting Fees	\$5,000.00	\$5,000.00
8-5500 Display Board/Supplies	\$200.00	\$200.00
8-6801 Bank/Credit Card Processing Fees	\$75.00	\$200.00
<b>Total General &amp; Admin Expenses</b>	<b>\$17,275.00</b>	<b>\$17,400.00</b>
<b>Total Expenses</b>	<b>\$30,675.00</b>	<b>\$34,800.00</b>
<b>TOTAL INCOME (No Transfer)</b>	<b>\$33,965.00</b>	<b>\$34,740.00</b>
<b>TOTAL EXPENSES</b>	<b>\$30,675.00</b>	<b>\$34,800.00</b>
<b>INTERIM BALANCE</b>	<b>\$3,290.00</b>	<b>-\$60.00</b>
<b>Transfer from Endowment</b>	<b>\$1,000.00</b>	<b>\$3,500.00</b>
<b>Final Balance</b>	<b>\$4,290.00</b>	<b>\$3,440.00</b>

# NEAFCS Financial Goals

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Financial spending shall reflect the mission of the Association and the goals of the strategic plan. The Association's funds shall be used to promote and provide service and information to the entire membership, not for the benefit of one individual or specific group of individuals within the membership.

**Goal 1: *To maintain a level of reserves equivalent to at least three years of operating expenses.***

**Goal 2: *To continue building the Endowment to support targeted projects consistent with the Association's mission, goal and strategic plan.***

**Goal 3: *To support current strategic plan goals and management functions through member dues and excess reserve funds.***

**Goal 4: *To explore NEW sources of funding for NEAFCS programming:***

- Sponsorships
- Write proposals for grant-funded projects
- Publish and sell FCS textbooks, publications, etc.
- Annual giving campaign

**Goal 5: *To provide affordable professional development opportunities***

- Annual Session will be a separate, self-sustaining activity
- Dollars will be available to support regional professional development opportunities.

**Goal 6: *To promote the profession.***

- Attract, retain and develop diverse membership in NEAFCS
- Image enhancement efforts
- Provide Annual Session training in image enhancement and marketing
- Public affairs pre-conference, grants and grant opportunities
- Education of public decision makers of our role as a source of information and programming that strengthens individuals, families and communities

- Remain active in Joint Council of Extension Professionals (JCEP)

**Goal 7: *To provide leadership development training.***

- Public Issues Leadership Development Conference scholarships
- Regional workshops

**Goal 8: *To facilitate professional networking and communications.***

- Website, List services and discussion groups
- eNEAFCS / *Communique*, *Journal of NEAFCS*
- JCEP
- Galaxy Conferences

**Goal 9: *To fund management functions of the organization.***

- National office / 800 phone number / credit cards
- Support national board and committee work
- Use cost effective travel and operations procedures

**Goal 10: *To recognize members through awards and recognition.***

- Grants, fellowships, monetary awards and academic excellence
- Develop outside sources of monies to fund awards and recognition
- Awards and fellowships include 14% management fee
- Any 'named awards' without ongoing funding is open for renaming if endowment or new sponsor is found.

*Adopted October 2004, Reviewed and Revised August 2008*

# 2014 Operating Fund Financial Statement

	Total	
	As of Aug 31, 2014	As of Aug 31, 2013 (PY)
<b>ASSETS</b>		
Current Assets		
Bank Accounts		
Operating - Bank of America	420,959.52	215,003.95
PayPal Account	71,197.62	71.58
<b>Total Bank Accounts</b>	<b>\$ 492,157.14</b>	<b>\$ 215,075.53</b>
Accounts Receivable		
Accounts Receivable	(17,979.40)	16,035.00
Op due from AWD	899.69	8,500.00
<b>Total Accounts Receivable</b>	<b>\$ (17,079.71)</b>	<b>\$ 24,535.00</b>
Other current assets		
0-1090 Insured Deposit Account (Ameritrade)	48,476.34	8,781.23
0-1091 Cash (Ameritrade)	0.00	5,540.19
0-1092 Operating Equities (Ameritrade)	735,288.60	691,590.84
0-1245 Prepaid--Session '14	0.00	2,900.00
0-1250 Prepaid-Annual Session '15	6,808.00	5,000.00
0-1251 Prepaid Annual Session '16	291.54	
Undeposited Funds	156,018.00	167,452.00
<b>Total Other current assets</b>	<b>\$ 946,882.48</b>	<b>\$ 881,264.26</b>
<b>Total Current Assets</b>	<b>\$ 1,421,959.91</b>	<b>\$ 1,120,874.79</b>
<b>TOTAL ASSETS</b>	<b>\$ 1,421,959.91</b>	<b>\$ 1,120,874.79</b>
<b>LIABILITIES AND EQUITY</b>		
Liabilities		
Current Liabilities		
Accounts Payable		
Accts Payable--Operating	0.00	29,445.00
<b>Total Accounts Payable</b>	<b>\$ -</b>	<b>\$ 29,445.00</b>
Other Current Liabilities		
0-1210 Pre-paid-Membership/Member Services	137,655.62	175,895.00
Operating \$\$ due to Awards	400.00	0.00
Pre-paid Dues Income	(156,050.00)	0.00
<b>Total Other Current Liabilities</b>	<b>\$ (17,994.38)</b>	<b>\$ 175,895.00</b>
<b>Total Current Liabilities</b>	<b>\$ (17,994.38)</b>	<b>\$ 205,340.00</b>
<b>Total Liabilities</b>	<b>\$ (17,994.38)</b>	<b>\$ 205,340.00</b>
Equity		
Beginning Balance Equity	712,967.13	712,967.13
Operating Unrestricted	(18,681.41)	(18,681.41)
Retained Earnings	231,620.52	111,412.63
Net Income	514,048.05	109,836.44
<b>Total Equity</b>	<b>\$ 1,439,954.29</b>	<b>\$ 915,534.79</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$ 1,421,959.91</b>	<b>\$ 1,120,874.79</b>



# 2014 Ops YTD Budget vs. Actual

	Total		
	Actual	Budget	over Budget
<b>Income</b>			
1-4000 Membership/Mbr Serv Revenue	156,050.00		156,050.00
1-4101 Active/Affiliate Member	160,175.00	136,000.00	24,175.00
Active/Affiliate Dues to Awards Fund	27,120.00		27,120.00
Total 1-4101 Active/Affiliate Member	<b>\$ 187,295.00</b>	<b>\$ 136,000.00</b>	<b>\$ 51,295.00</b>
1-4102 Life Member	3,450.00	5,100.00	(1,650.00)
Life Member Dues to Awards Fund	450.00		450.00
Total 1-4102 Life Member	<b>\$ 3,900.00</b>	<b>\$ 5,100.00</b>	<b>\$ (1,200.00)</b>
1-4103 Partner Dues	695.00	850.00	(155.00)
Partner Dues Payable to Awards Fund	105.00		105.00
Total 1-4103 Partner Dues	<b>\$ 800.00</b>	<b>\$ 850.00</b>	<b>\$ (50.00)</b>
1-4104 Student Dues Income	42.50	15.00	27.50
Student Dues Payable to Awards Fund	7.50		7.50
Total 1-4104 Student Dues Income	<b>\$ 50.00</b>	<b>\$ 15.00</b>	<b>\$ 35.00</b>
1-4650 List Rental	300.00	600.00	(300.00)
Total 1-4000 Membership/Mbr Serv Revenue	<b>\$ 348,395.00</b>	<b>\$ 142,565.00</b>	<b>\$ 205,830.00</b>
4-4000 Registration Income			0.00
4-4001 Member Registration		279,500.00	(279,500.00)
Advanced-FullPkg-Member	27,460.00		27,460.00
Daily - Advanced - Member	800.00		800.00
Early Reg--Daily-Member	6,525.00		6,525.00
Early Reg--Full Pkg-Member	196,370.24		196,370.24
Total 4-4001 Member Registration	<b>\$ 231,155.24</b>	<b>\$ 279,500.00</b>	<b>\$ (48,344.76)</b>
4-4002 Non-Member Registration		20,600.00	(20,600.00)
Advanced-FullPkg-Nonmember	6,900.00		6,900.00
Early Reg--Daily-Nonmbr	200.00		200.00
Early Reg--Full Pkg-Nonmbr	11,595.00		11,595.00
Total 4-4002 Non-Member Registration	<b>\$ 18,695.00</b>	<b>\$ 20,600.00</b>	<b>\$ (1,905.00)</b>
4-4003 Spouse/Guest, Daily Registration, Event Tickets		10,845.00	(10,845.00)
Early Reg--Full Pkg-Spouse/Gue	2,650.00		2,650.00
Event Tickets Only			0.00
Awards Banquet	1,920.00		1,920.00
Welcome Event	1,720.00		1,720.00
Total Event Tickets Only	<b>\$ 3,640.00</b>	<b>\$ -</b>	<b>\$ 3,640.00</b>
Total 4-4003 Spouse/Guest, Daily Registration, Event Tickets	<b>\$ 6,290.00</b>	<b>\$ 10,845.00</b>	<b>\$ (4,555.00)</b>
4-4004 FCS Program Leaders	13,050.00		13,050.00
4-4200 In-depth Session	11,290.00	12,500.00	(1,210.00)
4-4300 Pre-conference Workshops	13,985.00	7,200.00	6,785.00
Facility Housing Fee	600.00		600.00
Scholarship Transferred from Awards		1,150.00	(1,150.00)
Total 4-4000 Registration Income	<b>\$ 295,065.24</b>	<b>\$ 331,795.00</b>	<b>\$ (36,729.76)</b>
4-4100 Hotel Commissions		13,858.00	(13,858.00)
4-4101 Hyatt Room Rebate (beyond commissions)		22,386.00	(22,386.00)
4-4660 Royalties/Commissions/Rebates		13,250.00	(13,250.00)
5-4000 Exhibit/Sponsor/Ad Sales Revenue		20,000.00	(20,000.00)
5-4601 Exhibit Sales - Commercial	12,050.00		12,050.00
5-4602 Exhibit Sales - Nonprofit	3,650.00		3,650.00

5-4603 State Sales Table	75.00		75.00
5-4604 Marketplace	25.00		25.00
5-4610 AS Sponsorship	12,000.00		12,000.00
5-4620 AS Advertising Income		500.00	(500.00)
Exhibit Forum	150.00		150.00
<b>Total 5-4000 Exhibit/Sponsor/Ad Sales Revenue</b>	<b>\$ 27,950.00</b>	<b>\$ 20,500.00</b>	<b>\$ 7,450.00</b>
9-4910 Investments Gain/Loss	38,230.90		38,230.90
<b>Total Income</b>	<b>\$ 709,641.14</b>	<b>\$ 544,354.00</b>	<b>\$ 165,287.14</b>
<b>Gross Profit</b>	<b>\$ 709,641.14</b>	<b>\$ 544,354.00</b>	<b>\$ 165,287.14</b>
<b>Expenses</b>			
1-5000 Membership/Mbr Services			0.00
1-5300 Postage/Shipping		400.00	(400.00)
1-5400 Printing/Copying		250.00	(250.00)
1-5500 Supplies		200.00	(200.00)
1-6300 Historian/Archival Expenses		100.00	(100.00)
1-6903 Representative to JOE		500.00	(500.00)
<b>Total 1-5000 Membership/Mbr Services</b>	<b>\$ -</b>	<b>\$ 1,450.00</b>	<b>\$ (1,450.00)</b>
3-5000 Training/Port Dev Programs			0.00
3-5300 Postage/Shipping		100.00	(100.00)
3-5400 Printing/Copying		100.00	(100.00)
3-5500 Supplies		100.00	(100.00)
3-5700 Travel		2,500.00	(2,500.00)
3-5900 Registration/Other Training Fees	1,180.10	1,600.00	(419.90)
<b>Total 3-5000 Training/Port Dev Programs</b>	<b>\$ 1,180.10</b>	<b>\$ 4,400.00</b>	<b>\$ (3,219.90)</b>
4-5000 Annual Session Expenses			0.00
4-5211 Photography/Photo Processing	544.00	1,500.00	(956.00)
4-5220 Speaker Fees/Honoraria/Travel	6,000.00	5,000.00	1,000.00
4-5300 Postage/Shipping		6,000.00	(6,000.00)
4-5400 Printing/Copying		7,500.00	(7,500.00)
4-5500 Supplies	695.62	1,700.00	(1,004.38)
4-5700 Current Year AS/Travel Transport		2,500.00	(2,500.00)
4-5706 Busing/Transportation	11,327.28	20,000.00	(8,672.72)
4-5800 Food & Beverage	2,500.00	120,000.00	(117,500.00)
4-6000 Office/Facility Rental + Deposits		3,000.00	(3,000.00)
4-6001 Convention Center Rental		24,000.00	(24,000.00)
4-6100 Equipment Rental/Lease		13,000.00	(13,000.00)
4-6200 Host Affiliate Rebate		6,250.00	(6,250.00)
4-6300 Insurance		1,000.00	(1,000.00)
4-6400 Site Survey Travel		1,500.00	(1,500.00)
4-6600 Planning Meeting Travel	754.97	2,500.00	(1,745.03)
4-6801 Bank/Credit Card Processing	9,165.51	6,000.00	3,165.51
4-6900 Conference Bags		7,000.00	(7,000.00)
4-7000 Leadership Event	250.00		250.00
4-7100 Welcome Event	150.00		150.00
4-7200 Annual Session Refunds	1,355.00		1,355.00
4-7300 AS In-depth Sessions	100.00		100.00
<b>Total 4-5000 Annual Session Expenses</b>	<b>\$ 32,842.38</b>	<b>\$ 228,450.00</b>	<b>\$ (195,607.62)</b>
5-5000 Exhibit Expenses			0.00
5-5210 Graphic Design Fees		1,000.00	(1,000.00)
5-5222 Decorating Services		15,000.00	(15,000.00)
5-5225 Exhibitor Gifts/Refreshments		500.00	(500.00)
5-5300 Postage/Shipping		1,000.00	(1,000.00)
5-5400 Printing/Copying		750.00	(750.00)
5-6801 Bank/Credit Card Fees Exhibits	208.15	500.00	(291.85)

<b>Total 5-5000 Exhibit Expenses</b>	<b>\$ 208.15</b>	<b>\$ 18,750.00</b>	<b>\$ (18,541.85)</b>
<b>6-5000 Public Affairs Expense</b>			0.00
6-5100 Public Affairs - Scholarship	4,000.00	4,000.00	0.00
6-5300 Public Affairs - Postage	44.95	50.00	(5.05)
6-5400 Printing/Copying	2.12	300.00	(297.88)
6-5600 Member Night Out	(113.00)		(113.00)
6-5700 Public Affairs - Travel	2,508.56	3,000.00	(491.44)
6-5900 Reg/Fees Other Training	1,050.00	1,200.00	(150.00)
<b>Total 6-5000 Public Affairs Expense</b>	<b>\$ 7,492.63</b>	<b>\$ 8,550.00</b>	<b>\$ (1,057.37)</b>
<b>7-5000 Board/Committee/Volunteers</b>			0.00
7-5200 Professional/Admin Serv/Fee		500.00	(500.00)
7-5210 Delegate Packet Printing		400.00	(400.00)
7-5220 Honoraria		600.00	(600.00)
7-5300 Postage	18.18	600.00	(581.82)
7-5400 Printing/Copying		50.00	(50.00)
7-5500 Supplies		1,000.00	(1,000.00)
7-5700 Travel	24,963.99	34,000.00	(9,036.01)
7-5701 AS Travel	1,331.10	10,000.00	(8,668.90)
7-5702 Hotel		13,250.00	(13,250.00)
7-5800 Board Meeting Expenses	788.33	500.00	288.33
7-5801 Food and Beverage		800.00	(800.00)
7-5900 Reg Fees/Other Training Fees	290.04		290.04
7-6300 Insurance		400.00	(400.00)
<b>Total 7-5000 Board/Committee/Volunteers</b>	<b>\$ 27,391.64</b>	<b>\$ 62,100.00</b>	<b>\$ (34,708.36)</b>
<b>9-5000 Gen &amp; Admin - Operating Expenses</b>			0.00
9-5201 Management Fee	43,300.00	56,400.00	(13,100.00)
Management Fee Payable to the Awards Fund	8,000.00		8,000.00
<b>Total 9-5201 Management Fee</b>	<b>\$ 51,300.00</b>	<b>\$ 56,400.00</b>	<b>\$ (5,100.00)</b>
9-52011 Annual Session Management Fee	58,392.00	77,856.00	(19,464.00)
9-5202 Audit/Accounting Fees	4,934.59	10,000.00	(5,065.41)
9-5215 Web Fees	7,563.55	12,000.00	(4,436.45)
9-5300 Postage/Shipping/Delivery	50.38	500.00	(449.62)
9-5400 Printing/Copying		150.00	(150.00)
9-5500 Supplies		1,500.00	(1,500.00)
9-5601 Local/Long Distance		300.00	(300.00)
9-6300 Insurance	3,401.69	3,500.00	(98.31)
9-6801 Bank/Credit Card Fees	835.98	500.00	335.98
<b>Total 9-5000 Gen &amp; Admin - Operating Expenses</b>	<b>\$ 126,478.19</b>	<b>\$ 162,706.00</b>	<b>\$ (36,227.81)</b>
<b>Total Expenses</b>	<b>\$ 195,593.09</b>	<b>\$ 486,406.00</b>	<b>\$ (290,812.91)</b>
<b>Net Operating Income</b>	<b>\$ 514,048.05</b>	<b>\$ 57,948.00</b>	<b>\$ 456,100.05</b>
<b>Net Income</b>	<b>\$ 514,048.05</b>	<b>\$ 57,948.00</b>	<b>\$ 456,100.05</b>

# Operating Fund 5-Year Summary

	2008	2009	2010	2011	2012	2013	2014 YTD
<b>INCOME</b>							
1 Member Resources	143,244	261,542	410,992	172,730	205,881	166,520	348,395
4 Annual Session	11,450	232,479	342,722	273,420	296,329	28,317*	295,065
5 Exhibits	-	42,848	44,790	20,000	26,471	-	27,950
6 Public Affairs	-	-	500	-	-	-	-
9 General & Administrative	34,090	93,523	117,620	-	73,882	103,709	38,231
<b>Total Income</b>	<b>188,784</b>	<b>630,392</b>	<b>916,624</b>	<b>466,150</b>	<b>602,563</b>	<b>298,546</b>	<b>709,641</b>
<b>EXPENSE</b>							
1 Member Resources	35,015	131,138	217,022	56,030	56,030	2,519	-
3 Professional Development	48,405	42,776	7,432	6,550	6,550	2,900	1,180.10
4 Annual Session	27,818	271,701	191,359	198,025	191,748	8,440	32,842
5 Exhibits	-	18,430	13,807	19,600	14,612	-	208
6 Public Affairs	15,231	3,986	6,477	9,800	9,800	5,727	7,493
7 Executive Board/Volunteers	48,004	24,938	36,985	37,550	36,400	37,213	27,392
9 General & Administrative	142,261	140,786	138,732	134,890	133,830	112,181	126,478
<b>Total Expense</b>	<b>316,734</b>	<b>633,755</b>	<b>611,814</b>	<b>462,445</b>	<b>448,970</b>	<b>168,980</b>	<b>195,593</b>
<b>NET INCOME</b>	<b>-127,950</b>	<b>-3,363</b>	<b>304,810</b>	<b>3,705</b>	<b>7,353</b>	<b>129,566</b>	<b>514,048</b>

# 2015 Ops Proposed Budget, Dues Based

	2014 Budget	2015 Budget	Explanation
<b>INCOME</b>			
<b>1-4000 Membership/Mbr Service Revenue</b>			
1-4100 Dues			
1-4101 Active Affiliate Member	\$136,000.00	\$136,000.00	1,600 members x \$85; \$85 to operations; \$15 to awards
1-4102 Life Member	\$5,100.00	\$3,825.00	15 members x \$255
1-4103 Student Member	\$85.00	\$85.00	2 members x \$42.50, \$7.50 to awards
1-4104 Partner Member	\$850.00	\$850.00	10 members (\$85 to oper, \$15 to awards)
1-4650 Mailing List Rental	\$600.00	\$600.00	Mailing list to NASCO
<b>Total Income</b>	<b>\$142,635.00</b>	<b>\$141,360.00</b>	

<b>EXPENSE</b>			
<b>1-5000 Membership/Mbr Serv Expenses</b>			
1-5210 Graphic Design/Layout Fees	\$0.00	\$0.00	Included in Management Co. Svs
1-5215 Website	\$0.00	\$0.00	Included in Management Co. Svs
1-5300 Postage	\$400.00	\$400.00	Life Member Mailing
1-5400 Printing/Copying	\$250.00	\$250.00	Life Member Mailing
1-5500 Supplies	\$200.00	\$200.00	
1-6300 Historian/Archival Expenses	\$100.00	\$100.00	
Representative to Journal of Extension	\$500.00	\$500.00	Representative to JOE
<b>Total Mbr Services Expense</b>	<b>\$1,450.00</b>	<b>\$1,450.00</b>	

<b>3-5000 Training/Prof Dev Programs</b>			
3-5215 Website Fees	\$0.00	\$0.00	Included in Management Co. Svs.
3-5300 Postage	\$100.00	\$100.00	Shpping to JCEP Conference
3-5400 Printing/Copying	\$100.00	\$100.00	JCEP Conference Printing
3-5500 Supplies	\$100.00	\$100.00	
3-5700 Travel	\$2,500.00	\$2,500.00	NEAFCS Pres/Pres-elect to JCEP Conf plus 2 RDs
3-5900 Registration/Other Training Fees	\$1,600.00	\$1,600.00	JCEP Conf for Pres/Pres-elect plus 2 RDs
<b>Total Training/Prof Dev Expenses</b>	<b>\$4,400.00</b>	<b>\$4,400.00</b>	

<b>6-500 Public Affairs Expenses</b>			
6-5100 Scholarships/Awards/Grants	\$4,000.00	\$4,000.00	20 PILD scholarships @ \$200
6-5215 Website Fees	\$0.00	\$0.00	Included in Management Co. Svs.
6-5300 Postage	\$50.00	\$60.00	
6-5400 Printing/Copying	\$300.00	\$300.00	

6-5500 Supplies	\$0.00	\$0.00	
6-5700 Travel	\$3,000.00	\$3,000.00	PILD Travel for Pres, Pres-elect, VP PA
6-5900 Registration/Other Training Fees	\$1,200.00	\$1,200.00	PILD Reg for Pres, Pres-elect, VP PA
<b>Total Public Affairs Expenses</b>	<b>\$8,550.00</b>	<b>\$8,560.00</b>	

<b>7-5000 Board/Committee/Volunteer Expenses</b>			
7-5215 Website Fees	\$0.00	\$0.00	Included in Management Co. Svs
7-5300 Postage	\$100.00	\$100.00	
7-5700 Travel	\$34,000.00	\$34,000.00	Winter board mtg. travel, 2 JCEP Board mtgs., JCEP Traveling Team Rep.
7-5800 Accommodations @Lexington, KY/White Sulphur Spr, WV	\$13,250.00	\$15,000.00	NEAFCS Winter Board Mtg.
7-5800 Board Meeting Expenses	\$500.00	\$800.00	
7-5900 Registration/Other Training Fees			
7-5910 Insurance	\$400.00	\$400.00	Treasurer Bonding
<b>Total Board/Committee/Volunteer Expenses</b>	<b>\$48,250.00</b>	<b>\$50,300.00</b>	

<b>9-5000 General &amp; Admin - Operating Expenses</b>			
9-5201 Management Fees	\$56,400.00	\$56,400.00	
9-5202 Audit/Accounting Fees	\$5,000.00	\$10,000.00	Conducting a review, not a full audit
9-5215 Website Fees	\$0.00	\$0.00	Included in Management Co. Svs.
9-5300 Postage	\$500.00	\$250.00	
9-5400 Printing/Copying	\$150.00	\$100.00	
9-5500 Supplies	\$1,500.00	\$500.00	
9-5601 Local/Long Distance	\$0.00	\$0.00	Included in Management Co. Svs.
9-6300 Insurance	\$3,500.00	\$2,500.00	Board Liability
9-6400 Web Technology Fees	\$12,000.00	\$5,000.00	AMS Fees, QuickBooks Online, <del>online awards, abstract submissions</del>
9-6800 Other Operating Fees	\$0.00	\$0.00	Included in Management Co. Svs.
9-6801 Bank/Credit Card Processing Fees	\$500.00	\$800.00	Endowment, Merchandise
<b>Total General &amp; Admin - Operating Expenses</b>	<b>\$79,550.00</b>	<b>\$75,550.00</b>	

<b>TOTAL INCOME</b>	<b>\$142,635.00</b>	<b>\$141,360.00</b>
<b>TOTAL EXPENSES</b>	<b>\$142,200.00</b>	<b>\$140,260.00</b>
<b>BALANCE</b>	<b>\$435.00</b>	<b>\$1,100.00</b>

# 2014 Proposed Annual Session Budget

	2014 Budget	2015 Budget	Explanation
<b>INCOME</b>			
4-4660 Commissions/Rebates	\$13,250.00	\$13,250.00	Affiliate Host Expense Reimbursement
4-44000 Registration Fee Members	\$279,500.00	\$279,500.00	600 Mbrs Early-bird @\$425; 20 Mbrs @\$475
Non-members	\$20,600.00	\$21,000.00	40 Non-mbrs @\$525
Spouse/Guest, Daily Registrations, Event Tickets	\$10,845.00	\$10,500.00	Guests Full Conference @\$325
Scholarship Transferred from Awards	\$1,150.00	\$8,300.00	Awards scholarship transfer: 3 Florence Hall (\$350 total), 2 Dean Don Felker (\$300 total), Program Excellence (\$200 total), Community Partnership
4-4001 Pre-conference Workshop Fee	\$7,200.00	\$8,500.00	80 registrants @\$85
4-4402 In-depth Session Fee	\$12,500.00	\$12,500.00	Covers costs of sessions
4-4100 Hotel Commission	\$13,858.00	\$27,860.00	Hotel rebate on rooms sold (\$19.9/per room night x 1,400 room nights)
4-4100 Hyatt Room Rebate paid by Convention Center (beyond commission)	\$22,386.00	\$0.00	Special rebate of \$21/per room night @ 1,066 room nights - Not applicable in 2015
5-4000 Exhibit/Sales Revenue	\$20,000.00	\$15,000.00	
5-4610 Sponsorships	\$0.00	\$4,000.00	
5-4620 Advertising	\$500.00	\$500.00	Items inserted into bag.
<b>Total Income</b>	<b>\$401,789.00</b>	<b>\$400,910.00</b>	

<b>EXPENSE</b>			
<b>4-5000 Annual Session Expenses</b>			
4-5210 Graphic Design Fees	\$0.00	\$0.00	Included in Management Co. Svs
4-5211 Photography/Photo Processing	\$1,500.00	\$1,500.00	
4-5215 Web Management for Conference	\$0.00	\$0.00	
4-5220 Speaker Fees/Honoraria/Travel	\$5,000.00	\$5,000.00	Speaker & Welcome Entertainment
4-5300 Postage/Shipping	\$6,000.00	\$6,000.00	
4-5400 Printing/Copying	\$7,500.00	\$7,500.00	Postcard, Conference Guide
4-5500 Supplies	\$1,700.00	\$1,700.00	
4-5602 Conference Calls	\$0.00	\$0.00	
4-5700 Current Year Annual Session	\$2,500.00	\$2,500.00	Management Co. Travel
4-5706 Busing/Transportation/Host Affiliate Expenses	\$20,000.00	\$32,550.00	Buses, In-depths, all transport for host state events
4-5800 Food & Beverage	\$120,000.00	\$166,590.00	
4-6000 Office/Facility Rental plus Deposits	\$3,000.00	\$0.00	In-depth, deposit, facility rent

4-6001 Convention Center Rental	\$24,000.00	\$0.00	Convention Center Rental
4-6100 Equipment Rental	\$13,000.00	\$16,000.00	A/V and Welcome Equip Rental
4-6200 Host Affiliate Rebate	\$6,250.00	\$6,250.00	\$10 per reg. for KY 2014
4-6300 Insurance	\$1,000.00	\$1,500.00	
4-6400 Site Survey Travel	\$1,500.00	\$2,000.00	2016 Montana Visit
4-6500 Site Survey Administration	\$0.00	\$0.00	
4-6600 Planning Meeting Travel	\$2,500.00	\$5,000.00	
4-6700 Planning Meeting Administration	\$0.00	\$0.00	
4-6801 Bank/Credit Card Processing	\$6,000.00	\$6,000.00	
4-6900 Conference Bags	\$7,000.00	\$7,000.00	
<b>Total 4-500 Annual Session Expenses</b>	<b>\$228,450.00</b>	<b>\$267,090.00</b>	

<b>Exhibits Expenses</b>			
5-5210 Graphic Design Fees	\$1,000.00	\$0.00	Exhibit sign design/layout
5-5215 Website Fees	\$0.00	\$0.00	Included in Management Co. Svs.
5-5222 Decorating Services	\$15,000.00	\$15,000.00	Exhibit/Decorating Company
5-5225 Exhibitor Gifts/Refreshments	\$500.00	\$500.00	
5-5300 Postage/Shipping	\$1,000.00	\$1,000.00	banners, annual business meeting, marketing, etc.
5-5400 Printing/Copying	\$750.00	\$0.00	Lexington Exhibits Mailing
5-6801 Bank/Credit Card Fees	\$500.00	\$500.00	
<b>Total Exhibits Expenses</b>	<b>\$18,750.00</b>	<b>\$17,000.00</b>	

<b>7-5000 Board/Committee/Volunteers</b>			
7-5200 Professional/Adm/Serv/Fee	\$500.00	\$0.00	Design/Layout delegate packet
7-5210 Delegate Packet Printing	\$400.00	\$400.00	
7-5220 Honoraria	\$600.00	\$600.00	Parliamentarian
7-5300 Postage/Shipping	\$500.00	\$500.00	
7-5400 Printing/Copying	\$50.00	\$50.00	Nominating Committee/Past President
7-5500 Supplies	\$1,000.00	\$1,000.00	NEAFCS Merchandise-Leaders
7-5700 Travel	\$10,000.00	\$10,000.00	
7-5800 Food & Beverage	\$800.00	\$2,000.00	Board hosted receptions - Pro Leaders, Aff Pres., Past Pres.
<b>Total 7-5000 Board/Committee/Volunteers</b>	<b>\$13,850.00</b>	<b>\$14,550.00</b>	

<b>9-5000 General &amp; Admin - Operating Expenses</b>			
9-5201 Management Fees	\$77,856.00	\$79,872.00	Assumes contract through 2017
9-5202 Audit/Accounting Fees	\$5,000.00	\$5,000.00	Conducting a review, not a full audit
9-5601 Local/Long Distance	\$300.00	\$0.00	
9-600 Storage Facility	\$0.00	\$0.00	



	<b>Total General &amp; Admin - Operating Expenses</b>	\$83,156.00	\$84,872.00
	<b>TOTAL INCOME</b>	\$401,789.00	\$400,910.00
	<b>TOTAL EXPENSES</b>	\$344,206.00	\$383,512.00
	<b>BALANCE</b>	\$57,583.00	\$17,398.00

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# Endowment Contributions and Investment Income

<b>Endowment Accounts</b>	<b>2008</b>	<b>2009</b>	<b>2010</b>	<b>2011</b>	<b>2012</b>	<b>2013</b>	<b>2014 YTD</b>	<b>Net</b>
General Fund	16,804	12,729	4,899	6,410	2,870	1,604	600	45,916
Marketing & Consumer Education	325	25	50	-	-	300		700
Awards & Fellowship	1,175	925	175	-	-			2,275
Training & Development	2,185	3,000	1,190	-	-	100	250	6,725
Other	205	-	-	-	-	-	-	205
<b>Total Endowment to Date</b>	<b>20,694</b>	<b>16,679</b>	<b>6,314</b>	<b>6,410</b>	<b>2,870</b>	<b>2,004</b>	<b>850</b>	<b>55,821</b>

<b>Awards Investment Accounts</b>	<b>2008</b>	<b>2009</b>	<b>2010</b>	<b>2011</b>	<b>2012</b>	<b>2013</b>	<b>2014 YTD</b>
Interest/Dividend	6,046	2,681	1,114	1,643	11,640	16,018	598
Net Appreciation of Investments	(89,675)	47,872	21,697	5,625	9,260	4,493	6,851
<b>Total Income</b>	<b>(83,629)</b>	<b>50,553</b>	<b>22,811</b>	<b>7,268</b>	<b>20,900</b>	<b>20,511</b>	<b>7,449</b>
<b>Investment Balance</b>	<b>85,649</b>	<b>183,402</b>	<b>206,213</b>	<b>213,481</b>	<b>234,381</b>	<b>254,892</b>	<b>262,341</b>

<b>Operating Investment Accounts</b>	<b>2008</b>	<b>2009</b>	<b>2010</b>	<b>2011</b>	<b>2012</b>	<b>2013</b>	<b>2014 YTD</b>
Interest/Dividend	31,910	14,541	20,832	3,068	33,546	20,923	3,425
Net Appreciation of Investments	- 184,708	78,982	48,189	112,922	38,841	82,286	34,806
<b>Total Income</b>	<b>- 152,798</b>	<b>93,523</b>	<b>69,021</b>	<b>115,991</b>	<b>72,387</b>	<b>103,209</b>	<b>38,231</b>
<b>Investment Balance</b>	<b>411,966</b>	<b>302,501</b>	<b>371,522</b>	<b>487,512</b>	<b>559,899</b>	<b>663,108</b>	<b>701,339</b>

# NEAFCS Board Annual Reports

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## President

### Kathleen Olson

Thank you to all of you who have taken the time to talk, write, or email me with your comments. I have really enjoyed communicating with each of you and getting to know our members. It has been such an honor serving you and NEAFCS this past year. It is a once-in-a-lifetime experience and one that I will always look back on with affection. My theme this year has been, "NEAFCS IS Magic". Being an effective leader is a lot like being a magician – one needs to connect to people, influence them to a common goal and believe that anything is possible.



### Board Administration/Management

- Developed monthly meeting agendas with input from Executive Director and board members
- Conducted monthly board meetings
- Follow-up on items identified during board meetings; send email messages with important information and deadlines to board as needed.
- Reviewed meeting minutes following each board meeting.
- Worked on Winter Board meeting arrangements with National Office, board input and Kentucky co-liaisons.
- Arranged for professional development for board and staff with Strength Finders trainers for session at Winter Board meeting.
- Continued to review the Policy & Procedure Manual, Annual Session Handbook and By-laws, Strategic Plan, Officer Toolkit and website for needed changes/clarification.
- Proposed terminology of Presidents Council to describe President, President Elect and Past President group and add to Policy & Procedures.
- Ordered book, *Road to Relevance* by Harrison Coerver and Mary Byers and provided copies to the Board on board structure to become more familiar with work of ad hoc committee on Board Restructuring. Included restructuring discussion at leadership conference, PILD and board meetings.
- Annual Business meeting preparation of agenda, securing parliamentarian, and reports.
- President elect preparation
  - Included Peg in meetings, phone calls, and copied her on email messages
  - Corresponded frequently with Peg via email or phone calls to discuss Association business
  - Reviewed files and forwarded current and relevant information pertaining to Presidency to Peg for future reference

### NEAFCS National Office

- Bi-weekly check in calls with Past President Carol Chandler, President-elect Peggy Ehlers and Executive Director Jody Rosen Atkins, to discuss business and determine priorities.

### Finance

- Reviewed invoices/expenses for payment with Carol Chandler and Sondra Ganus-Apple for 3 person approval.
- Reviewed monthly financial statements of association.
- Received Quick Books access to financial records.
- Preparation for the Finance Committee to develop budget proposal for 2014-15.

### Communication with Affiliate Presidents

- Presided over Affiliate President meeting at Galaxy.
- Developed presentation and power point slides with board member input and hosted Affiliate Presidents December 11 and June 4..
- Send email messages with important dates and information as needed.
- Prepared agenda and program for Association meetings at JCEP Leadership Conference and PILD Conferences.

### Publications

- Wrote *eNEAFCS* President letter and monthly articles.
- Review *eNEAFCS* newsletter monthly prior to publication.

- Magic wand contest for *eNEAFCS* follow up with top 3 “winners” each month and message to those who entered contest but didn’t make the top 3 to try again.
- Wrote Presidential letter for publication in *JNEAFCS*
- Wrote guest editorial article for *AAFCS* publication for their December issue honoring the 100<sup>th</sup> Anniversary of the Smith-Lever Act.

#### **2014 Annual Session Kentucky**

- Correspondence, contracts and issues related to 2014 Annual Session
- Reviewed and prepared 2014 conference schedule for NEAFCS meetings/activities
- Participated in Annual Session planning monthly conference calls
- Participated in KY AS planning meeting during Winter Board meeting
- Prepared selected pieces for program book and Annual Business Meeting packet.
- Worked with national office for speaker contracts, AV, Decorating Company, Exhibits, menu and room set up for conference.
- Prepared Annual Session remarks, script for general sessions and Annual Business meeting.
- Worked with Caroline Crocoll to plan Board interaction with FCS Program Leaders.
- Contacted several potential exhibitors for conference.
- Contacted Friend of NEAFCS award winner for presentation.

#### **2015 Annual Session West Virginia**

- Participated in conference calls to discuss logo and arrangements for planning meeting
- Worked with National Office on arrangements and contract for planning meeting in West Virginia.
- Participated in planning meeting, April 2-4, White Sulphur Springs, WV

#### **2016 Annual Session**

- Follow up with Idaho Affiliate on potential bid and provided ideas for feasibility.
- Completed site visit June 18-20 to Big Sky, Montana with co-liaisons and National Office staff to determine feasibility for Annual Session 2016 bid and answered questions on funding

#### **Future years**

- Communication with Nebraska regarding possible 2017 bid.
- Solicited information on funding Annual Sessions and compiled information for use for potential host states.

#### **Correspondence**

- Responded to correspondence from members, officers, National Office and others related to a variety of NEAFCS issues

#### **Committees**

- Reviewed committee membership and worked on filling vacancies as appropriate.
- Sent appointment letters for Presidential appointments to committees.
- Followed up on Board Reorganization Ad hoc committee status.
- Appointed ad hoc committee to celebrate 100<sup>th</sup> Anniversary of the Smith-Lever Act.
- Appointed exploratory committee to review Awards system.
- Communicated with Marsha Lockard about Endowment records and meeting.

#### **NEAFCS Partnerships**

- Met with Caroline Crocoll at NIFA (while in Washington, D.C. for another meeting). Discussed MVP, Annual Session Program Leader session options and registration, membership opportunities for Program Leaders and NIFA staff.
- Met with Caroline Crocoll while at AAFCS meeting as well as conference calls throughout the year.
- Met with Caroline Crocoll, Beverly Samuel, Peg Ehlers, and Theresa Mayhew at PILD about FCS Master Volunteer Program opportunities and other association issues.
- Invited Caroline Crocoll and Beverly Samuel to speak at the PILD association program.
- Invited Caroline Crocoll and Beverly Samuel to join the board for part of the Mid-Year Board meeting to discuss MVP, Annual Session plans, initiatives at NIFA.
- Participated in AAFCS conference and FCS Alliance meeting, June 25-27 in St. Louis, MO.

- Continued dialogue with Carolyn Jackson about the FCS Alliance/Academy

### **JCEP Board**

- Participated in monthly JCEP board conference calls
- Participated in Marketing committee (current Presidents of all 6 associations) conference calls. Assisted in preparing marketing power point presentation.
- Assisted in preparing the charge for the Blue Ribbon Committee work.
- Participated in JCEP Board Meeting (prior to Leadership conference), February 9-11, Memphis, TN.
- Participated in JCEP Board Meeting, June 10-12 in Portland, ME.
- JCEP Leadership Conference, February 11-13; Memphis, TN
  - Participated in JCEP Leadership Conference planning committee conference calls. Served as Vice Chair of the conference.
  - Reviewed and judged 28 proposals for concurrent sessions
  - Planned Association Night Out for NEAFCS Affiliate members at JCEP meeting in connection with President elect.
  - Planned NEAFCS association meeting agenda at JCEP Leadership conference in connection with President elect and Regional Directors.
  - Presented marketing committee presentation at conference.
  - Served on the selection committee and selected conference site for 2015-16; Tropicana, Las Vegas, NV.
- JCEP Leadership conference; Tropicana, Las Vegas, NV, Feb. 11-12, 2015; serve as conference chair
  - Planning meetings with conference planning committee (President elect of all 6 associations); prepared presentation proposal information, promotional newsletter/e-blast and flyer for all associations to use.
  - Solicited and talked to potential speakers (or their representatives) for conference keynote. Sent potential speaker list to committee for priority voting.
  - Selected speaker and work with arrangements/contract for David Horsager.
- PILD Conference, April 6-9; Arlington, VA & Washington, D.C.
  - Participated in monthly conference calls and served on planning committee for 2014 PILD Meeting.
  - Served on concurrent session planning committee for PILD conference and reviewed and judged 23 proposals.
  - Selection of future PILD conference location through reviewing and discussing RFP proposals.
  - Serve on Tour committee for PILD conference. Assisted with the Twilight Bus Tour at PILD with Theresa Mayhew.
  - Worked with Theresa Mayhew and Peg Ehlers to plan PILD/NEAFCS Affiliate Meeting.
  - Presided over general session at conference.
  - Planned Association Night Out at Ford's Theatre for PILD Affiliate members who attended the PILD conference.
  - Attended JCEP Leadership Luncheon and provided brief NEAFCS Association highlights/report on behalf of NEAFCS.
- JCEP Marketing committee
  - Attended half day of NEA4-HA Winter board meeting when they met in March in Minneapolis, MN to discuss highlights of NEAFCS and JCEP marketing.
  - Presented JCEP power point presentation and participated in NACAA annual conference July 20-24 in Mobile, AL. Networked with members while at conference.
  - Will present power point presentation and awards at NEA4-HA conference in October in Minneapolis, MN.

## **Immediate Past President Carol Chandler**

### **NEAFCS**

- Participated in bi-weekly phone communications with President, Kathleen Olson; President-elect, Peg Ehlers; and Executive Director, Jody Rosen Atkins, to discuss association business and determine priorities for work. Provided transitional leadership as needed.
- Daily read and returned emails/phone calls
- Attended Winter Board Meeting in KY
- Attended the Ohio AAFCS meeting in Columbus to participate in discussions about the proposed Academy
- Assisted with the judging of the past presidents' award applications
- Participated in KY Annual Session planning committee monthly calls
- Initiated the management company review by requesting information from the 2013-14 board and past board members who just completed their terms
- Held face-to-face meeting with National Office to discuss board review and submitted a summary of the meeting in writing



### **Finance**

- Work with Kathy, Sondra, and Jody to approve bills and monitor budget
- Reviewed monthly financial statements

### **Monthly Board Meetings**

- Participated in the monthly conference calls
- Served as parliamentarian

### **Nominating Committee**

- Communicated with RD's to get names of nominating committee members
- Communicated with potential nominees, answered questions
- Prepared eNews articles about offices open for election in September, 2014
- Email communication with members of the nominating committee, successfully built a slate of officers for 2014
- Corresponded with candidates to highlight times during Annual Session when they need to be present
- Prepared eNews article to announce candidates and share their information
- Prepared candidate display for Annual Session
- Worked with National Nominating Committee on arrangements for elections during Regional Meetings and Business Meeting

### **JCEP Committee**

- Participated in JCEP board monthly conference calls
- Read and responded to emails
- Attended JCEP Board meeting and Leadership Conference in Memphis, TN
- Served as Chair of the planning committee for the JCEP Leadership Conference
- Worked with the JCEP Management Company and the Conference Planning Committee to recommend a site for the JCEP Leadership Conference for 2015 & 2016

### **Ad Hoc Committee on Board Structure**

- Corresponded with chair of Ad Hoc Committee
- Participated in phone conference

### **Webinars**

- Participated in and assisted with presentation of December webinar for Affiliate Presidents

## **President-Elect Peg Ehlers**



### **NEAFCS Executive Board and Business**

- Participated in Winter Board meeting in Lexington, KY: and Mid-Year meeting in May via webinar.
- Participated in monthly board meeting via webinar.
- Participated in bi-weekly check-ins with Executive Director via conference call.
- Reviewed and made updates for revisions to the NEAFCS Policy and Procedure Manual; approved by Board and posted to website.
- Action Plans: Communicated with four Vice-Presidents and Secretary concerning action plans. Reviewed for alignment to Strategic Plan, sent to Executive Director for posting.
- Served on budget committee and participated in conference calls to develop budget for 2015.
- Served on the 100<sup>th</sup> Anniversary Committee.
- Served on the Endowment Committee.
- Set Winter Board meeting dates for 2015.
- Prepared and developed Board books and schedule for the 2015 Board meetings and activities.
- Met with Caroline Crocoll and Beverly Samuel about current issues in FCS.

### **Annual Session Planning**

- Site visit and planning for the 2015 Annual Session in West Virginia.

### **NEAFCS – JCEP Leadership Meeting**

- Helped at the NEAFCS JCEP Leadership meeting – February, 2014.

### **Joint Council of Extension Professionals**

- Participated in monthly conference call meetings.
- Participated in JCEP Summer Board meeting.
- Served as a member of the by-laws committee.
- Served as chairperson for the Blue Ribbon Committee.

### **Public Issues Leadership Development Conference**

- Attended the PILD conference in Washington, D.C.
- Participated in the ECOP luncheon with JCEP board members.

## **Secretary Rhea Bentley**



- Participated and took minutes at the post board, October, December, winter board, March, April, Mid-year board, June, July and August board meetings.
- Edited board meeting minutes, monthly.
- Emailed board meeting minutes to the Executive Board.
- Submitted minutes to Executive Director for the NEAFCS website.
- Submitted minutes to President Kathleen Olson and assigned reviewer each month.
- Edited articles for eNews.
- Prepared layout for eNews.
- Wrote article of highlights from winter board meeting.
- Prepared publication schedule for 2013-2014 eNews.
- Updated running motions.
- Chaired the Cooperative Extension 100<sup>th</sup> Anniversary Committee.

## **Treasurer**

### **Sondra Ganus Thorne**

- Attended the Annual Session post-board meeting in Pittsburg
- Attended NEAFCS Winter Board meeting in Kentucky
- Participated in monthly NEAFCS board meetings
- Submitted (2) articles for eNews
- Worked each month with national office to have financial reports available for monthly board meetings
- Approved payment of vouchers after reviewing for accuracy and correct budgetary line items with the support of Kathleen and Carol.
- Monitor the cash flow status.
- Review the Ameritrade financial statements each month.
- Contacted affiliate treasurers regarding the membership dues.
- Responded to questions regarding dues and other financial issues
- Attended Endowment Committee meetings
- Conducted 2 Financial Committee meetings
- Renewed Certificates of Deposit as needed per board approval
- Conducted 3 Budget Committee meetings
- Developed a proposed 2015 NEAFCS budget



## **Vice President for Professional Development**

### **Sonja Koukel**

#### **NEAFCS Executive Board and Business**

- Participated in monthly Board meetings via conference call and face-to-face
- Reviewed Board minutes
- Submitted eNews articles, worked with subcommittee chairs and members to submit articles
- Participated in Affiliate Presidents Webinar
- Submitted 2014 Subcommittee Action Plans (Program Development, Webinar)
- Continued revisions to Annual Session Handbook



#### **2014 Annual Session Planning**

- Worked with Program Development Chair:
  - Worked with National Office and Omnipress on launch of new online submission system
  - Arranged conference calls with Program Development subcommittee chair, National Office and members of the Board to finalize online proposal submissions process and deadlines.
  - Finalized proposal submissions, review, and selection
  - Sent out invitation for program submissions to fill specific tracks that were underrepresented. Reviewed, accepted and sent out congratulatory letters for those chosen
  - Finalized a concurrent sessions agenda
- Confirmed Dining with Diabetes training workshop
- Worked with National Office and secured contracts for pre-conference sessions (2): Dr. Elizabeth Andress and ACI, and keynote speaker, Jon Gordon
- With the Board, set pre-conference rates for members/non-members
- Opened hotel reservations, May 1 (National Office)
- Opened registration June 1 (National Office)
- Arranged and facilitated monthly conference calls for AS planning. Responded to calls or emails as needed related to planning and/or inquiries.
- Continue to work with AS Planning Committee, KY co-liaisons, and National Office to move forward

#### **2015 Annual Session Planning**

- National Office secured contract with Greenbriar, White Sulpher Springs, WV. Dates: Oct. 29-Nov. 7, 2015
- On-site planning visit took place April 2-4, 2014, at The Greenbriar, White Sulpher Springs, WV.



- Prior to visit, worked with AS Planning Committee, WV co-liaisons, and National Office to draft on-site visit agenda
- Worked with WV liaisons and the NEAFCS planning committee to develop logo and theme.
  - Presented WV logo and theme to the Board – approved
- List of possible keynote speakers sent to the Board, Nov. 10
- Confirmed preconference session, Smart Choice Health Insurance Literacy curriculum. Plans to send request for information to Bonnie Braun
- Arranged and facilitated conference calls as needed. Responded to calls and emails related to planning, inquiries and/or questions
- Arranged and facilitated conference calls as needed. Responded to calls and emails related to planning, inquiries and/or questions

### **2016 Annual Session Planning**

- Montana submitted Intent to Bid. Received by National Office, May 2, 2014
  - Big Sky, Montana selected and approved for 2016 AS
- Joined conference call with MT co-liaisons, Cindy Davies and Kathy Olson for a Q&A session

### **2017 Annual Session Planning**

Intent to Bid form sent to Nebraska, February 2014. Contact: Ruth Vonderohe

### **Webinar Subcommittee**

- Finalized online submission review process with assistance from President Elect
- Provided leadership in securing committee chairs to oversee the submissions, reviews, and facilitation of webinars on a monthly basis
- Worked with National Office and Chairs to post upcoming webinars and archived webinars on the NEAFCS homepage
- Suggested eNews articles be submitted every month by the subcommittee
- Participated in committee meeting conference calls, kept minutes and disseminated to members
- Worked with National Office and webinar subcommittee leaders to send out eBlasts to promote upcoming webinars
- Webinars are scheduled every month through October 2014. Subcommittee agreed to take September off (due to AS) and January, yearly
- Jody, National Office, created a certificate of attendance that can be downloaded and printed for all registered members who attend. These are sent automatically following the program
- Responded to calls and emails related to planning, inquiries and/or questions

## **Vice President for Public Affairs Theresa Mayhew**



### **NEAFCS Executive Board**

- Participated in the post-Galaxy board meeting in Pittsburgh, PA.
- Attended the Winter Board meeting in Lexington, KY.
- Participated in the three-day Mid-Year Conference Board meeting, for which I also served as one of the minutes reviewers.
- Participated in all other monthly board meetings via conference call except for August (travel day for 2015 PILD conference planning meeting in Crystal City).
- Prepared articles for the October, November, January, February, May, June, July and August e-NEAFCS News.
- Submitted Advocacy, Education, and Communications & Marketing sub-committees action plans to the President-Elect.
- Participated in the December and June Affiliate President's webinars.

### **Public Issues Leadership Development (PILD) Conference – April 6-9, Alexandria, VA**

- Participated in meetings, calls, and e-mails as needed related to the conference.
- Helped rank concurrent session submissions for the 2014 conference.
- Co-chaired the Twilight DC after Dark bus tour with President Kathleen Olson.
- Assisted in the selection of the Hyatt Regency Crystal City for the 2015 and 2016 PILD conferences.

- Worked with the President and President-Elect to finalize wording for PILD scholarship application. Solicited recipients for 20 PILD first time attendee scholarships via e-NEAFCS, the website and e-blasts.
- Communicated with all 20 PILD scholarship winners prior to the early bird registration deadline and prior to the conference. Following the conference, collected scholarship winners post-conference summaries, sharing them with the general membership over the course of four e-NEAFCS editions.
- During the PILD conference, met with National Program Leaders Caroline Crocoll and Beverly Samuel prior to the NEAFCS meeting, which I chaired. I also moderated a concurrent session and helped staff the registration/information table during the conference.

### **2015 PILD Conference Planning Committee**

- Attended an on-site planning session in Crystal City, August 12-13, 2014. Future planning sessions will take place via conference calls.

### **General Responsibilities and Other Assignments**

- Worked with the President, sub-committee chairs and the past Public Affairs VP to revise the Impact Statement Report template (and institute an on-line version) based on committee and affiliate president input. Conferred with Advocacy and Education Committee chairs, chair-elects, apprentices and past chairs to recruit members to compile 2014 Impact Statements.
- Communicated regularly with impact statement compilation team; did final edits; had statements printed and shipped to Alexandria for PILD conference. Prepared articles regarding Impact Statements for e-NEAFCS, website and e-blasts.
- Prepared Facebook blurbs to promote March as Living Well Month and authored a Living Well article for the website home page, as well as an e-blast.
- Served on a special National committee looking at board restructuring and other related configurations.
- Prepared NEAFCS promotional/marketing items proposal to be offered for purchase at the 2014 Annual Session.
- Served as convener for the American Cleaning Institute's Pre-Conference Workshop in Lexington.
- Responded to NEAFCS correspondence with board members, affiliate officers, and members.

It's been a pleasure and an honor to serve you this past year as Vice President -- Public Affairs. I have enjoyed meeting and working with many of you during the course of the year and have learned a lot during the process, not only about my position but the multi-faceted nature of our wonderful association. I look forward to being even more involved with my subcommittees in the coming year and continuing to do all I can to advance the overall mission and goals of NEAFCS. Thank you for your continued support and participation in our organization!

## **Vice President for Awards Roxie Price**

### **Awards**

- Reviewed and submitted Plans of Action for Awards Subcommittees to President-Elect.
- Participated in a conference call with Maudie Kelly and the National Office to learn about the Awards website
- Worked with the national office and Fluid Review to try to get issues resolved with the awards system.
- Along with Awards sub-committee members, submitted regular articles for eNews.
- Arranged for judges for each category of awards applications and prepared judging instructions and materials.
- 474 awards applications entered online by members.
- Checked in 360 national award applications, resolved problems, and delivered applications to judges.
- Selected award winners and prepared list of national and regional winners which was sent to affiliate awards VPs and affiliate Presidents.
- Made notes monthly about updates/changes/corrections that will need to be made to awards on-line information.
- Made revisions to the 2014 Awards Manual.



### **Correspondence/Other**

- Participated in monthly NEAFCS board meetings.
- Reviewed board minutes for February.
- Participated in and assisted with presentation of December webinar for Affiliate Presidents
- Attended the face-to-face winter board meeting in January 2013.
- Sent email correspondence/announcements to affiliate presidents and awards VPs about application process and deadline reminders.
- Corresponded with subcommittees via email and phone conferences.
- Corresponded with external award sponsors and sent thank you notes.
- Sent thank you notes to award judges.
- Responded to numerous email and phone messages regarding awards process.

	<b>Central</b>	<b>Eastern</b>	<b>Southern</b>	<b>Western</b>	<b>Total</b>
Active Members	482	142	1003	209	1836
Regional Winners	40	8	66	21	135
National Winners	20	3	41	6	70
DSA Winners	7	3	16	3	29
CE Winners	9	2	13	4	28

### **Vice President for Member Resources**

#### **Susan Cosgrove**

- Participated in monthly board meetings via conference calls.
- Participated in Post Board meeting in Pittsburgh, PA.
- Participated in Winter Board meeting in Lexington, KY.
- Participated in Mid-Year Board meeting via conference calls.
- Served as a minute-reviewer for Mid-Year Board meeting.
- Participated in Management Company survey.
- Submitted eNews articles and eBlasts, including those from Member Resources Committee members.
- Communicated with subcommittee chairs regarding action plans. Participated in numerous calls during the year.
- Provided input for NEAFCS presentation at JCEP.
- Secured Diversity Subcommittee members to judge Mary Wells Diversity Award.
- Communicated with Journal Subcommittee regarding 2013 and 2014 JNEAFCS.
- Chaired committee that developed Social Media Policy.
- Chaired committee that made recommendation regarding advertising in the NEAFCS Journal.
- Participated in monthly conference calls of Exhibit Subcommittee.
- Assisted in coordinating Life Members Meeting for Annual Session.
- Assisted Diversity Issues Subcommittee with Diversity Survey.
- Reviewed and recommended updates for Member Resources information on website.
- Responded to questions regarding membership.
- Participated in NEAFCS Affiliate Presidents' Webinars.



### **Central Region Director**

#### **Nancy Stehulak**

#### **NEAFCS Executive Board and Business**

- Participated in the pre and post conference board meetings; Board webinars and mid-year board meeting.
- Submitted articles to e-news and volunteered for board work as is appropriate
- Represented the Central Region at Board Meetings
- Worked with the NEAFCS website and documents on the website to become familiar...and to help with updates so website can be current and viable for our members.



- Completed the Management Company survey.

### **General Responsibilities**

- Corresponded with affiliate Presidents through phone calls and emails to keep them updated and apprised of NEAFCS business.
- Responded to NEAFCS Correspondence with board members, affiliate officers, and members
- Experimented with a newsletter to all affiliate presidents to help with deadlines and opportunities.
- Responded to Affiliate President questions
- Participated in the Affiliate President's Webinar.
- Planned the regional business meeting for NEAFCS in Lexington in 2014 and supported all regional directors in the business meeting and with committee work.
- Encouraged and recognized our award winners from the Central Region at the regional business meeting.
- Created spreadsheets as are appropriate for collecting information for business meetings.

A sincere thank you to each of our affiliate presidents for their work in communicating the details of membership to each of our members, whether they have been with us for 30 or more years or less than 1. Your work allows NEAFCS to become stronger!

### **Eastern Region Director Sandra Grenci**



My second year of serving as the Eastern Region Director for NEAFCS has been such a rewarding experience. I have felt at ease in participating in the various responsibilities of my position. I have thoroughly enjoyed meeting people from across the country, and making new friends and work colleagues. It is an exciting time to be working in Extension, as we all celebrate its 100<sup>th</sup> year Anniversary. I look forward to completing my term this year, to participating in a stimulating and enjoyable Annual Session, and to continued involvement with NEAFCS and its wonderful members.

I have participated in the following activities this year as Eastern Region Director:

- Participated in monthly Board conference calls
- Participated in 2014 Winter Board meeting in Lexington, KY
- Participated in 2014 Mid-Year Board meeting via conference call
- Served on an ad-hoc Committee to develop a Social Media Policy for NEAFCS
- Along with the Western Region Director and other Board members, planned and lead the NEAFCS Association meeting at the Joint Council of Extension Professional (JCEP) meeting in February, 2014 in Memphis, TN. We encouraged those in attendance to provide feedback on many important issues facing our Association, and are working towards implementing many of their suggestions.
- Serve as a Coordinator (along with the other Regional Directors) on the Arrangements Committee to meet needs of 2014 Annual Session in Lexington, KY, working with Committee Chair and other members. Developed Committee Action plan and helped to recruit members.
- Serve as Coordinator (along with the other Regional Directors) on credentialing for 2014 Annual Session business meetings
- Plan and provide leadership for 2014 Eastern Region business meeting
- Correspond and provided information to the Eastern Region State Affiliate Presidents
- Help to recruit new representatives from our Membership for leadership positions and to serve on Committees.

## **Southern Region Director Susan Routh**



### **NEAFCS Executive Board and Business**

- Participated in pre and post conference board meetings, winter board meeting, mid-year webinar, and monthly national board webinars. Served as reviewer of three months' Board meeting minutes.
- Submitted Southern Region (SR) Director's winter report, mid-year report, and annual report.
- Reviewed Policy and Procedures and NEAFCS websites to assist with updates.
- Presented SR members for appointment to the Finance, Investments, By Laws, and Journal of NEAFCS committees.
- Submitted SR articles for the eNEAFCS newsletter.
- Completed management company survey and diversity survey.
- Serving as a committee member to review and make recommendations for improvements of on-line awards submission process.
- Served as Annual Session Handbook reviewer.

### **2014 Annual Session (AS) Planning**

- Participated in monthly webinars and responded to communication.
- Served as a reviewer of AS concurrent session proposals. Recruited additional presenters as requested by Committee Chair.
- Participated in Regional Director webinars to discuss regional meeting and AS meeting plans. Supported all regional directors in meeting deadlines and with committee work.
- Planned SR meeting; recruited volunteers; communicated expectations to affiliate leadership; maintained voting delegates' records; recruited SR national nominating committee candidates; planned SR award recognition.
- Recruited hospitality table items from SR affiliates.

### **General Responsibilities**

- Responded to correspondence from board members, SR affiliate officers, and members.
- Communicated with state affiliate officers; submitted affiliate reports to National Office.
- Wrote four issues of the "Southern News to Use" newsletter.
- Attended Affiliate Presidents' Webinar.
- Recruited SR member to serve on the Extension Centennial Celebration ad hoc committee.
- Submitted Cooperative Extension Centennial Events highlights to Board.

My heartfelt thanks to each affiliate and their leadership team for their dedication and service to NEAFCS and their members. Your commitment is truly appreciated!

## **Western Region Director Cindy Schlenker Davies**



Serving as the Western Region Director has been a wonderful experience. I have learned so much about NEAFCS, the history of our organization, the strong footing it stands on now through dedicated leadership and a hopeful future. In my 2 years on the board I have made friends from around the country and have enjoyed working side by side with so many dedicated FCS professionals!

Being the 100 anniversary of Cooperative Extension Service has been an exciting time to hear of the great work states are doing to celebrate. As a member of the NEAFCS board I have gained a greater understanding of Cooperative Extension on the national level. Participating in the JCEP meeting in Memphis this past year was privilege to be a part of.

A summary of my efforts for the 2014 annual report:

- Participate in monthly conference calls, pre and post board meetings at Galaxy in Pittsburgh Pennsylvania and the winter board meeting in Lexington Kentucky.

- Served on the Arrangements Committee and assisted in the annual business meeting at Served on committee to plan Leadership Event at Galaxy.
- Planned and successfully ran the western region meeting at Galaxy.
- Corresponded with the Western State Affiliate Presidents, sent them regular email updates. I did my best to answer questions from western affiliate presidents and other members.
- Along with the Eastern Region Director lead the NEAFCS association meeting at the Joint Council of Extension Professional (JCEP) meeting in February. JCEP was held in Memphis Tennessee and many state affiliate presidents and other members attended.
- Worked with Montana affiliate in submitting a bid for the 2016 annual session.
- Encouraged western members to join national committees.
- Submitted eNews article.

## **Annual Session Affiliate Co-liaisons Sally Mineer and Kathy Byrnes**

The 121 members of the Kentucky Extension Association of Family and Consumer Sciences are excited to be hosting this year's annual session. Below are details from our various committees. Meeting details are posted on the NEAFCS website.



**Welcome Event** – The Kentucky Horse Park will be the site of this year's event. The horse park contains various venues for touring; including the museum, interactive displays, parade of breeds plus opportunity to meet and take photos with jockey and horse. Buffet dinner will be served. Our Kentucky Department of Agriculture working with us to get some Kentucky homegrown treats for our visitors.

**In-depth Sessions** – 21 offerings were offered. Locations are on and off site; most sessions will have a fee, but some free options included.

**Leadership Event** – scheduled for tour and dinner at the Buffalo Trace distillery.

**Pre-conference Sessions** – 2 sessions are planned with Elizabeth Andress (National Center for Food Preservation) and Nancy Bock (ACI)

**Tours** – Bluegrass Tours has been secured and will offer five different touring options. In addition, several spouse tours offered, with assistance from our county Agriculture Agents. Complete list on NEAFCS website.

**Opening Ceremony** – Award winning Kentucky State Police color guard will begin our program, special greetings from former KEAFCS member and now Kentucky State Representative Rita Smart. Jon Gordon secured with the help of our Assistant Director as keynote speaker.

**Hospitality** – Lexington visitor's center will have a presence to assist with local attractions. Committee chair working with agents and with convention center to secure acceptable items. Southern region states asked to secure items. Door prizes will be distributed in this area as well. Kentucky agents will be offering a photo booth in the exhibits area for small groups to get photographed during the conference. Our county 4-H agents are assisting us by running this booth.

**Wellness Activities** – will be held Monday-Thursday mornings, led by Kentucky agents.

**Equipment** – Kentucky is coordinating equipment needs for concurrent sessions.

**First Timers**- to be held off-site –visit to successful agritourism enterprise.

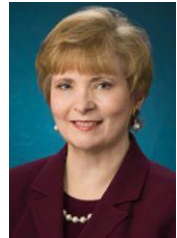


**Communication** – Participated in KY AS planning meeting during Winter Board meeting. Participate in monthly NEAFCS board and Kentucky annual session conference calls. Submitted monthly e-news articles.

**Social Media** – Kentucky has two agents posting on association website and through twitter. They are posting under: kateandkatiefromkentucky

## **Historian Report**

### **Carol Schlitt**



Since the 2013 Annual Session, I have done the following:

- Participated in the mid-year board meeting via conference call with the national board to discuss the roll of historian, how historical archives are maintained, what files are needed by board members for the historical archives and shared concerns on where previous historical information on the old website is currently located.
- Located photos taken by the 4<sup>th</sup> president of NEAFCS – Clara Brian – from 1919 – 1946 which showed the condition of farm homes, homemaker meetings, etc. Presented a proposal to the NEAFCS Past National Presidents to purchase these images to become part of the NEAFCS historical archives. The Past National President's agreed and these images are now owned by NEAFCS.
- Collaborated with Jan Scholl at Penn State and presented a NEAFCS webinar on February 25, 2014, entitled "100 Years of Family and Consumer Sciences Extension." Several of the images from the Clara Brian photo's purchased by the NEAFCS Past National Presidents were used in this presentation.
- Spoke to the Illinois Affiliate of NEAFCS about the history of Family and Consumer Sciences in March. They enjoyed the presentation and invited me to speak to the entire Family and Consumer Science educators at their summer team meeting at the University of Illinois in June.
- Was appointed to the NEAFCS 100<sup>th</sup> Anniversary of Extension committee and have participated in conference calls on how this anniversary can be celebrated at the 2014 NEAFCS Annual Session. Volunteered to write two eNEAFCS articles concerning the 100<sup>th</sup> anniversary and also volunteered to conduct a workshop with Jan Scholl at the 2014 NEAFCS Annual Session.
- Answered two member inquiries concerning historical information.
- Gathered in both paper form and electronic format all of the minutes from the 2013-2014 Board and 2013 Regional meetings.
- In the process of bundling the 2008 minutes and other significant NEAFCS historical data to be sent to Cornell where NEAFCS has permanent housing of all historical items.

## **Journal of Extension Representative**

### **Luann Boyer**

Extension Journal Inc. (EJI) began its 51<sup>st</sup> year of publishing the Journal of Extension in May 2014. As anyone in Extension knows, change may initially seem like chaos and is often approached with caution, but most of the time change provides opportunities. It's no different for the EJI Board.

Something new for EJI in 2013 was recognizing the Outstanding Feature Article. A team from Florida received the \$500 cash award for "A National Perspective on the Current Evaluation Activities in Extension".

A major change occurred in 2012 when EJI changed the assessment dollars and invoice cycle from every other year to annually. The Journal of Extension is funded by Land Grant Universities with an annual assessment of \$700, \$1050, or \$1400 based on the number of Extension employees. This has been received positively by the universities enabling them to budget more effectively, and also has allowed EJI to manage funds more effectively.

The National Job Bank is the other product of Extension Journal Inc. The current EJI Strategic Plan includes awareness and increased use of the National Job Bank. We are pleased to report a significant increase in both postings of positions by Extension programs and also by those seeking positions. The \$125 fee for a one month posting is a bargain in the recruitment field. There were 238 job postings in the first 6 months of 2014, a positive sign for Extension nationwide.

Social media is also a change for Extension Journal Inc. as part of the Strategic Plan. Links to Facebook, Twitter and Google+ are on the Home Page. While email is still the most common way to access the Journal or the Job Bank, use of social media has increased. Between March and July, Facebook "likes" increased from 339 to 433.

The Journal and Job Bank websites have been revamped and designed to make it easier when accessing resources. A feature the Board recently learned about is how to see statistics on number of views a Journal article has received, including unique visits. To view this for any article, click on the article link and when the URL appears add the following to the URL: ?stats=1.

An upcoming change in 2016 will be a new editor for the Journal. Dr. Laura Hoelscher will be retiring after serving as editor for 15 years. To make this transition seamless, the Board is discussing and evaluating options for how this position would be filled. The position is currently an employee of Purdue through a 3-year MOU with their Department of Agriculture Communications. The Journal Editorial Committee will present a plan for transition to the Board at the September meeting.

The final change is I was elected treasurer of EJI effective January 1, 2014 for a 4-year term. It is exciting to see the changes occurring and the healthy financial growth of both the Journal and the National Job Bank. I appreciate the opportunity to represent NEAFCS on the JOE Board. Please contact me with any questions or concerns you have: [luann.boyer@colostate.edu](mailto:luann.boyer@colostate.edu) or 970-768-0322.

## **NEAFCS Executive Director/National Office Jody Rosen Atkins and Staff**

### **Headquarters/Administrative Services**

- Office hours are Monday through Friday, 9AM to 5PM Eastern Time.
- Serve as the National Office official mailing address.
- Serve as the hub for member inquiries, providing assistance via phone and email.
- In this past year, we have logged approximately 300 telephone calls and 15,000 e-mail communications from members, the national board, and other constituency. .



### **Corporate Services**

- Our role in corporate services is to maintain the association's Articles of Incorporation and Bylaws, and monitor their alignment with Board policies.
- This year, we filed the NEAFCS annual report with the Secretary of State of Pennsylvania.

### **Board Services**

- Our role in board services is communicate on a regular basis with the President and Board about work being done on behalf of the association.
- We have participated in biweekly President's Council calls.
- We have participated in monthly board meetings and have issued monthly activity reports to the board on membership, financials, annual sessions and more.
- We have reviewed board meeting minutes and posted them to the web.

### **Membership**

In our role in membership services we have:

- maintained the membership database
- facilitated communications with members
- maintained historical and demographic data



- facilitated new member process
- coordinated annual dues renewal process
- produced customized membership reports
- fielded questions from members.
- maintained accurate membership lists and committee listservs
- verified membership for awards eligibility; and notify national award winners and non-winners, in cooperation with the Vice President of Awards and Recognition; and maintained records about award scholarships, annual session registration, and concurrent or showcase information for award winners.
- reconciled the member database to reflect recordkeeping.

### **Communications**

Our role in communications is to provide graphic design services as it relates to membership and annual session materials.

- We have worked with the secretary to produce eight eNewsletters.
- We have issued e-mail blasts for Annual Session and webinars.
- We have maintained the online form for webinar proposal submissions.
- We maintained the online Endowment donation form.
- We maintained the Job Postings section to the web site.
- We maintained the Twitter account and facilitated the use of the NEAFCS Facebook group.
- Presented two webinars: Social Media and Navigating the NEAFCS Web Site.

### **Financial Services**

Our office serves as the base of operations for the financial transactions of the association.

- Manage daily bookkeeping, including accounts receivables and payables; assist with association budgeting and forecasting; manage collection activities on overdue accounts; manage payables and ensure that they remain in line with the approved budget; assist board with long-range financial planning; reconcile bank and investment account statements; prepare monthly financial reports, including balance sheet and profit/loss statement; and process credit card payments.

### **Conference Management**

Our staff has been working on the 2014, 2015, and 2016 Annual Sessions, providing the following services.

- Negotiated with the convention center and hotels on meeting room space/costs, sleeping rooms, meal costs, audio visual needs, transportation decorating
- Issued RFP for Exhibit Decorator.
- Standardized Exhibitor Letters of Confirmation, Credentialing, Promotion.
- Assisted leadership in developing creative avenues for generating non-dues revenue by drafting new sponsorship program. Brought in \$10,000 in new sponsorship revenue.
- Participated in 2015 Planning Meeting.
- Issued RFP for 2016 Annual Session Hotel/Conference Center and is negotiating contract.
- Conducted site visit for 2016 Annual Session.

# Bylaws Amendments

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The proposed changes have been submitted by the Membership, Leadership & Mentoring Subcommittee of Member Resources and reviewed by the Bylaws committee. The rationale is stated above each proposed change.

***Rationale: This is a category to create awareness of the profession of Family and Consumer Sciences and our Annual Session Exhibitors. Corporate/Business members may not have state affiliation or participate in state activities but would be active at the national level at Annual Session. Similar membership categories exist for other Extension professional associations. The proposed change in Partner Membership is to add benefits with the goals to increase Partner membership and to give Partner members the opportunity to present webinars on non-commercial topics.***

## CURRENT

### Article II Membership, Section 5 — Partner Member.

- A. An individual employed by a State Land Grant Institution with a Bachelors degree or working in a corporate/business field related to the work of Extension Educators, may become a Partner Member, upon payment of full dues to the National Office.
- B. Partner member shall be granted the following rights and privileges:
  1. They may receive awards, fellowships, and grants as a team member with Active Members, but not as an individual.
  2. They may serve on subcommittees.
  3. They may receive the conference registration brochure, via email. They shall pay registration fees at the same rate as Active Members.
  4. They shall receive all publications via email upon payment of dues.
  5. They **shall not** be eligible for elected office, service as subcommittee chairs, or serve as voting delegates.

## PROPOSED CHANGE

### Article II Membership, Section 5 – Partner Member.

An individual employed by a State Land Grant Institution with a bachelor's degree or working in a corporate/business field related to the work of extension educators, may become a Partner Member, upon payment of full dues to the National Office. They will be eligible to:

1. Receive awards, fellowships, and grants as a team member with Active Members, but not as an individual.
2. Serve on sub-committees.
3. Receive the conference registration brochure, via e-mail. They would pay registration fees at the same rate as Active Members.
4. Receive all publications via email upon payment of dues.
5. Present webinars on non-commercial topics (guidelines similar to the guidelines for exhibitor forum).

They **shall not** be eligible for elected office, sub-committee chairs, or serve as voting delegates.

***Rationale: The proposed change in Student membership is to increase student member participation at annual session. Having the ability to submit proposals and possibly present research data, submit articles for publication in the Journal of NEAFCS and/or present a webinar would enhance student membership.***

## CURRENT

### Article II Membership, Section 6 — Student Member.

- A. A full time undergraduate or graduate student enrolled in a university, college, or other educational setting, studying family consumer sciences or related field with an interest in Extension Education as a future career who is not currently employed as an Extension Educator. Student members may seek membership in NEAFCS by paying the designated dues amount to the state treasurer in the state of the school they are attending and one half national dues to National treasurer. Membership may be obtained by submitting a student status statement verifying their full time student status.
- B. Student member shall be granted the following rights and privileges:
  1. They may receive awards, fellowships, and grants as a team member with Active Members, but not as an individual.
  2. They may serve on subcommittees.
  3. They may receive the conference registration brochure, via email. They shall pay registration fees at the same rate as Active Members.
  4. They shall receive all publications via email upon payments of dues.
  5. They **shall not** be eligible for elected office, serve as sub-committee chairs, or serve as voting delegates.

## PROPOSED CHANGE

### Article II Membership, Section 6 – Student Membership

A full time undergraduate or graduate student enrolled in a University, College, or other educational setting, studying family and consumer sciences or related field with an interest in Extension Education as a future career who is not currently employed as an Extension Educator. Student members may seek membership in NEAFCS by paying the designated dues amount to the state treasurer in the state of the school they are attending and one half national dues to the National treasurer. Membership may be obtained by submitting a student status statement verifying their full time student status. They will be eligible to:

- Receive awards, fellowships, and grants as a team member with Active Members, but not as an individual.
- Serve on sub-committees.
- Receive the NEAFCS Annual Session registration brochure, via email. They shall pay registration fees at a rate equal to one half of the registration fee for the Annual Session.
- Receive all publications via email upon payments of dues.
- Submit proposals to present research data at NEAFCS Annual Sessions and/or state affiliate meetings with a professor or a NEAFCS member.
- Submit articles for publication in the Journal of NEAFCS.
- Participate in NEAFCS webinars and submit proposals to present webinars.

They **shall not** be eligible for elected office, serve as sub-committee chairs, or serve as voting delegates.

# 2014 NEAFCS Regional Business Meeting

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**Regional Meetings/Awards**  
**Wednesday, September 17**  
**8:00 AM – 10:00 AM**

**Presiding**  
**Regional Directors**

Sandra Grenci – Eastern Region  
Nancy Stehulak – Central Region  
Susan Routh – Southern Region  
Cindy Davies – Western Region

**Welcome**

Kathleen Olson, President  
Peg Ehlers, President-Elect

**Regional Director Elections**  
(Eastern and Western, only)

**Regional Awards Presentations**

**Other Regional Business**

**Endowment Committee**

**2015 Annual Session Invitation**

Hannah Fincham and Ami Cook  
West Virginia Co-liaisons

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**Room Locations**

Southern Region  
Thoroughbred 1-3 - Third Level (Lexington Center)

Central Region  
Regency Ballroom - Lobby Level (Hyatt)

Eastern Region  
Patterson Ballroom C - Lower Level B (Hyatt)

Western Region  
Patterson Ballroom A/B - Lower Level B (Hyatt)