

2016 GAE4-HA Summer Board Meeting Minutes

**Georgia Association of Extension 4-H Agents
2016 September Board Meeting
Wednesday, August 10, 2016
9:00AM**

Call to Order

Kasey Bozeman

President Kasey Bozeman called the meeting to order at 9:00am. The meeting was held via Zoom session.

Minutes of the Change Over Board Meeting

Angie Daughtry/Brittani Kelley

- It was suggested to table the vote on the April Change Over Board meeting minutes until getting them from Angie
- Kasey noted that according to the bylaws, minutes are to be sent no later than 2 weeks after the meeting to send to the board and membership. Brittani will take care of that.
- Jeremy motioned to table the approval of the minutes from the April Change Over Board meeting
- Seconded by Marcus
- Motion passed

Treasurer's Report

Pam Bloch

- Treasurer's report from the State Meeting and the Summer Board meeting was sent via email by Pam Bloch on 8/9/2016.

State Meeting Treasurer's Report

Treasurer's Report State Annual Board Meeting, 4-18-16 Savannah, GA Checking Account: Suntrust Bank	
Balance: February 1, 2016:	\$8,376.15
<u>Income:</u>	
Interest earned – February – March:	None
Membership Dues:	\$9,805.00
Total:	\$18,181.15
<u>Expenses:</u>	
Georgia 4-H Foundation – Winter School Sponsorship:	\$200.00
NAE4-HA – Georgia Membership Dues:	\$11,920.00
Total:	\$12,120.00
	Balance: March 1, 2016 \$6,061.15
Outstanding Income:	
State Meeting Registration:	\$1,150.00
State Meeting Registration:	\$3,225.00
State Meeting Registration & Vendor:	\$2,950.00
State Meeting Registration:	\$2,645.00
Outstanding Check:	
Kasey Bozeman – State Meeting Supplies:	\$133.38
Mighty 8 th Museum – State Meeting Deposit:	\$2,287.00
Chatham County Commissioners – State Meeting Refund:	\$150.00

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Summer Board Meeting Treasurer's Report

Treasurer's Report
Summer Board Meeting – 8.10.16
Online Meeting
Checking Account: Suntrust Bank

Balance: **March 1, 2016 \$6,061.15**

Income:

Interest earned – March - July: None
State Meeting Registration: \$1,150.00
Membership Dues: \$3,230.00
State Meeting Registration & Vendor: \$2,950.00
State Meeting Registration: \$3,225.00
State Meeting Registration: \$2,675.00
State Meeting Sponsors: \$1,250.00
State Meeting Registration: \$4,540.00
State Meeting Registration: \$175.00
State Meeting Auction: \$1,904.00
State Meeting Exhibitors: \$365.00
Deposit Correction: \$5.00
State Meeting Sponsor & Exhibitors: \$600.00
State Meeting Sponsors: \$1,070.00
State Meeting Registration: \$2,930.00
State Meeting Registration: \$613.51
State Meeting Auction: \$72.00
State Meeting Snacks: \$95.31
State Meeting Exhibitors: \$150.00
State Meeting Registration & GAE4-HA Dues: \$640.60
NAE4-HA States Night Out: \$300.00
NAE4-HA States Night Out: \$250.00

Total: \$28,190.42

Expenses:

Chatham County Commissioners – \$150.00 - VOID
Mighty 8th Museum – State Meeting Deposit: \$2,287.00
Kasey Bozeman – State Meeting Supplies: \$133.38
Deposit Correction - \$6.00
Miss Sophie's Market – State Meeting Meals: \$7,559.91
The Funky Brunch Café – State Meeting Opening Event: \$3,723.37
Chatham County BOC – State Meeting Overpayment: \$75.00
Mighty 8th Museum – State Meeting Venue: \$3,377.25
Kasey Bozeman – State Meeting Supplies: \$679.51
Cheryl Newberry – State Meeting Hotel: \$286.06
Bacon County BOC – State Meeting Free Registration Drawing: \$150.00
Tift County Extension – State Meeting Free Registration Drawing: \$150.00
Banks County 4-H – State Meeting Poster 1st Place: \$100.00
Liberty County 4-H – State Meeting Poster 2nd Place: \$75.00
Jenny Jordan – State Meeting Supplies: \$60.00
Paulding County 4-H – State Meeting Poster 3rd Place: \$50.00
Patricia West – State Meeting Supplies: \$3.08
NAE4-HA – Membership Addendum 1: \$2,000.00
Eibert County Extension: GAE4-HA Awards & New Member Orientation: \$1,412.22
Dairy Queen – OOF: \$40.43

Tidelands Nature Center – OOF: \$275.00
Jekyll Island Presbyterian Church – OOF: \$200.00
Summer Waves – OOF: \$1,462.80
Larry's Subs – OOF: \$588.09
Jekyll Island Sea Turtle Center – OOF: \$260.76
Dolphin Tours of Jekyll Island – OOF: \$288.00
Kasey Bozeman – OOF Donuts: \$81.50
Catalyst Innovations – OOF Polos: \$381.99
Lisa Starling – NAE4-HA Meeting Registration Drawing Winner: \$450.00
The Ken Young Co. – State Congress Shirts: \$3,138.00

Total: \$29,294.35

Balance: July 31, 2016 \$4,957.22

Outstanding Income:

SVV District Dues: \$850.00

Outstanding Check:

Beachside Bike Rentals – OOF: \$80.00
Athens Printing Company – OOF Signs: \$363.00
GA 4-H Foundation – OOF Misc Charges: \$284.11
Jared Crapps – OOF Class Supplies: \$199.33
Al Parker – OOF Supplies and Gas: \$122.17
Denise Everson – OOF Class Supplies: \$92.68
American Income Life – OOF: \$27.00
Bonnie Boone – State Meeting Refund: \$150.00
Jeri Gilleland – State Meeting Refund: \$150.00
Trina Muse – OOF Refund: \$60.00
Kasey Bozeman – State Meeting Supplies: \$36.00

- Pam noted that the Treasurer's report from the State Meeting need to be amended based on an error that was caught. A deposit was cleared on the state meeting report that hadn't cleared until the summer treasurer's report. Pam corrected the error on the report.
- Jared motioned to accept the amended State Meeting Treasurer's report
- Jeremy seconded
- No discussion
- Motioned passed to accept the amended State Meeting Treasurer's report
- Summer Treasurer Report update was given by Pam. (see both reports above)
- Jeremy motioned that we accepted the Treasurer's report for the Summer Board meeting
- Marcus seconded
- No discussion
- Motion passed to accept the Summer Treasurer's report

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Old Business

State Meeting Report

Kasey Bozeman

- Approximately 125 attendees at the annual GAE4-HA State Meeting
- 25+ more part-time, banquet attendees
- Evaluation overall positive
 - Multiple opportunities for professional development
 - Exhibit fair featured many external vendors/presenters
 - Round table discussions-feedback from conference goers showed that many people really enjoyed the round table discussions. It was mentioned that it was an excellent way to network and a great way to lead a discussion instead of teaching a workshop. Special thanks to Rebecca Greene and the professional development committee for coordinating the sessions!
 - Educational tours- Special thanks to Jeffrey Burke and the programs committee for the educational tours
 - Guest speaker
- The entire evaluation was sent to the board back in the spring. If you would like a copy of the State meeting evaluations, please check in with Kasey.

Other Old Business

- GAE4-HA Updates- One of Kasey's goals as president this year is to be more transparent with the membership. She wants us to engage our members a little better and give everyone a better understanding of the interworkings of GAE4-HA.
- Green Jacket & William H. Booth Award:-As President, Kasey served on the Green Jacket Award Committee. She also served as a judge for the William H. Booth Award. It was great to see our peers in a different light and to highlight our partnership with Georgia EMC.
- GAEL Conference: Kasey was able to represent GAE4-HA at the GAEL conference and assist as necessary for a portion of the time at the conference. Thanks to those that assisted with the Oceans of Fun Committee at this conference.
- Welcome goodies for the State 4-H Officers- GAE4-HA worked quickly this summer at the request from Mandy Marable to provide welcome goodies to the new State 4-H Officers. Brittany Johnson with Public Recognition and Information will add that to the duties for the committee. Our goal is to educate the new officers on the role of GAE4-HA in Extension as a part of their state officer training experience
- State Congress-
 - Julius Benton Memorial Scholarship- funded by GAE4-HA. Julius Benton was a huge champion of 4-H and Friend of 4-H recipient
 - The Human Development project is sponsored by each district in GAE4-HA and the overall GAE4-HA state account.
 - Friend of 4-H Award- Tuesday: Honored Allen Nasworthy and Thursday honored Dr. Beverly Sparks as the Friend of 4-H award recipients for 2016.
- ANREP conference- Kasey attended the conference held in Rome and represented GAE4-HA.
- Kasey was unable to go to attend the FACS conference
- Kasey would like to see how we can network with the other professional associations and try to bridge gaps amongst associations. We want to have our presence at those different conferences as well to begin to make that connection.

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New Business

December Board Meeting

Kasey Bozeman

- December 12th at 10am. Travel will be covered through the District.
- Looking for a central location to have that meeting. An email will be sent soon with details on a location of the meeting.

2017 Membership

Jeremy Cheney

- We do not have membership prices from nationals yet.
- Working with Cheryl to get in touch with Steve Walker to set up membership registration through Event Registration
- A very firm deadline for membership dues will be put out early to everyone this year. The email with this information will also notify everyone what the consequences are for failing to meet the membership dues deadline
- A new goal this year is to follow up with new members and inform them about GAE4-HA committees and what we have in place for new members. It will mirror the first timer's committee on the national level.

2017 State Meeting Update

Cheryl Poppell

- The state meeting will be April 17-19, 2017
- Finalizing the location for that. Much more will be announced at the December board meeting
- If you have any suggestions on a location, get it with Cheryl Poppell via email or phone

2016 NAE4-HA Conference

Kasey Bozeman

- Less than 2 months away!
- 31 people submitted commitment money
- Working with Dr. Johnson's office to get information on requesting out of state travel
- 64 GA delegates will attend NAE4-HA based on what has been told to Kasey ☺
- Working on a state's night out. It will be hard with the large number of delegates. Looking at doing multiple locations and have people sign up ahead of time
- 3 people running for national positions
 - Casey Mull-President Elect
 - Abby Smith- Vice President of Professional Development
 - Rebecca Thomas- Southern Region Junior Director
 - Voting will be held August 23-24
 - Kasey will send an email reminder about this to membership
 - NAE4-HA will send out notifications about voting procedures

Other New Business

- Working to have a standard form for committees and districts to use to turn in reports
- The Policy and Resolution Committee plans to update the committee plan of work forms. The committee also plans to create a document that updates and clearly defines the roles and responsibilities of each committee
- Kasey is working on updating the GAE4-HA website so that it can be a great place for people to get resources and information that is up to date.

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Committee Reports (Standing)

Member Recognition

Lauren Dye

Jakyn is on the call in Lauren's place. There is nothing new to update from the Member Recognition committee.

Public Recognition & Information

Brittany Johnson

The last meeting of the committee was held during the GAE4-HA Annual Meeting in Savannah during April. Discussion included:

- ✓ Creating an Exhibit about GAE4-HA to share at Extension Events to boost membership and possibly taking the exhibit to other association meetings
- ✓ Updating the GAE4-HA Brochure
- ✓ Improving and working on the First Timer's Orientation at the Annual State meeting
- ✓ Gifts for legislatives and others during 4-H Day at the Capitol (a pin or something small)
- ✓ Chair Elect Recommendations
- ✓ Gift to be included in the new Georgia State Officer's bags during officer's training from GAE4-HA
- ✓ 4-H Stories from the Heart – how to recruit more people to write a story.

To date, the following have been accomplished by the committee:

- ✓ GAE4-HA Display is complete and ready for Georgia 4-H Kick Off
- ✓ Gifts were given from association- thanks to Kasey Bozeman
- ✓ Chair Elect – Allison Perkins

Next, our goals are too:

- ✓ Work on recruiting stories form the heart
- ✓ Updating the pamphlet about GAE4-HA
- ✓ Figuring out GAE4-HA gift to legislatures during 4-H Day in February

Policy & Resolution

Jenna Daniel

The Policy and Resolutions committee has outlined goals for the fall. The goals of the committee include:

1. Revising policies
2. Revisiting by-law amendments for the state meeting
3. Working with committee chairs to create an action plan as well as a more concrete definition of committee work and responsibilities

Diversity

Philip Petway

The last activity of the Diversity Committee was an article submitted by Phillip Petway, (Diversity Committee Chair), into the Peach Press newsletter following the statewide association meeting.

Members in attendance during the association meeting included: Kandi Edwards, Phillip Petway, Debra Cox, Jazmin Thomas, and Laura Goss.

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Media & Newsletter

Dinah Rowe

Work since last meeting:

Since our last meeting, the Peach Press was released in May as a ten page re-cap edition of our state meeting that was held in April. The media committee will begin soliciting articles for the 2016 fall edition in late August

Other's editions' deadlines will also be posted in the edition as:

Winter 2015 Edition Deadline for Articles January: Publication date February

Spring 2016 Edition Deadline for Articles March: Publication date April

Progress toward goals:

Goals for 2016-2017 include:

- Video newsletter of programs/spotlight
- 3-4 newsletters a year
 - Paper and electronic
 - Email to all GAE4-HA members
 - Mail to life members

Committee involvement:

Members are requested to assist with specific articles/photos for each edition of The Peach Press. The next edition of the Peach Press is set to be released in October.

Submitted by:

Chair, Dinah Rowe

Programs

Lee Anna Deal

The committee is working with Cheryl Poppell on the location of the state meeting so that they can work on setting up tours for the state meeting. Lee Anna is looking forward to serving this year along with Timothy Jennings.

Research & Evaluation

Jennifer Cantwell

No report.

Oceans of Fun

Al Parker

2016 GAEL Conference was another great event. Numbers were down because of two factors:

1. GAEL offered registration scholarship to some 500 delegates in 2015. Their registration was down from 1800 in 2015 to 1300 in 2016.
2. Our booth location was moved down the hall from GAEL registration. We had limited walk up business because we weren't in the general flow of registration traffic.

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Even with Jekyll Island 4-H Center still closed, the continental breakfast was a huge success. Special thanks to Terri Camp and Sandra Gilley at Rock Eagle for providing our food, coffee, and supplies.

Clovers and Company performed Monday night for Family Night.

Progress toward goals:

Event made a profit of: \$397.13. Have not received a bill from Rock Eagle. Revenue was down by \$1200.00 over 2015 but we did not have the expense of the U-Haul truck which ironically was \$1200.00.

Decrease in Oceans of Fun participation:

222 total contacts (-43), 126 (-81) with no duplicates.

Class totals:

All Day Ticket 38

Summer Waves Tickets 34

Sea Turtle Center 28

Chopped Food Challenge 21

Canoeing 18

Lunch & Summer Waves 14

Lead Me to the Beach 14

Seining & Fish Prints 12

Biking & Ice Cream 12

Dolphin Tour 11

Kayaking 9

GPS Geocaching 8

Snacks & Tracks 3

Photography Safari 0

Total 222

Debriefing on Wednesday afternoon gave us several ideas to improve for next year.

Need full class with canoes. Too much down time.

Tye-dye t-shirts can be added. Abby Salmon has curriculum for it.

Plastic aprons for making fish prints t-shirts.

Possible cooking class for younger youth under the 8 year old level. Bring green aprons for Continental Breakfast.

Monday night: Move Clovers to 7:00 p. m. then offer line dancing, door prizes, etc. from tentatively 7:45 -8:45 p. m.

Committee involvement: Those who attended:

Kasey Bozeman	Liberty
Jared Crapps	Pierce
Ashley Davis	Tift
Denise Everson	NE
Laura Garrett	Henry
Kasey Hall	Jasper
Lynn Hall	Lowndes
Sonya Jones	Pulaski
John Jones	Pulaski VL
Al Parker	NE
Joan Parker	Morgan VL
Kris Peavy	Randolph

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Dinah Rowe	Heard
Abbie Salmon	Floyd
Debra Smith	Upson
Abby Smith	Effingham
Rachel Stewart	Tattnell
Robin Turi	Richmond
Trish West	Bryan
Shirley Williamson	Columbia
Susan Yearwood	Stephens

Al is committed to coordinating full event through 2017 Conference. Jared Crapps is extensively involved and has shown interest in coordinating event.

**Submitted by: Al Parker
Oceans of Fun Chairperson**

Life Members

Royce James

No report.

Professional Development

Kelle Ashley

Worked with Mandy Marable to coordinate a workshop on teaching and facilitation at Curricula Day. Focused on teaching techniques, how to engage students, classroom management. The committee will work to develop a survey that will determine what topics are desired for professional development at the GAE4-HA state meeting, as well as survey members on what kind of class format is best. This survey would go out in November.

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District Reports

Northeast

Marcus Eason

Membership Update:

32 - GAE4HA Members

Financial Report:

\$4,322.83 Account Balance as of June, 2016

*2016 Junior Senior DPA pizza sales were: \$1,456.00

*Randie Gray was elected as our Northeast Junior Director for 2016-2017

*Senior Director, Marcus Eason and Junior Director, Randie Gray, are working on a Professional Development Day for Northeast District.

Northwest

April McDaniel

Membership and Financial Report:

Current Membership is 41.

Account balance is \$2,324.47. We've paid Human Development sponsorship (\$250), half of State Congress t-shirts (\$375), purchased cards and gift cards to catch up on multiple weddings and births for members (\$160.50).

Updates:

Welcome Abbie Salmon as Junior Director.

Voted not to contribute funds to support Northwest members attending NAE4-HA conference in New Orleans.

Working on professional development plans for the upcoming year.

Southeast

Trish West

Work since board meeting at GAE4-HA Conference in Savannah, GA:

Congress t-shirts were paid for 2016 in the amount of \$451.70.

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Sponsorship of the Human Development project was paid in the amount of \$250.00.

Plans are underway to offer two Professional Development events for this year. Details for the first one will be coming soon.

Membership:

We have 42 Members and 3 Life Members for GAE4-HA in 2016. We welcome Kaylin Elizabeth Dykes as our newest member in Southeast District.

NAE4-HA:

Kasey Bozeman, Lee Anna Deal, Kaylin Dykes, Brandi McGonagill, Cheryl Poppell, Abby Smith, and Trish West have submitted commitment money and will be attending the national conference.

Financial Report:

As of March 14, 2016, the ending balance is \$ \$3,132.96. Recent profit/loss include:

- a) \$451.70 for Congress t-shirts
- b) \$250.00 for sponsorship of the Human Development Project

Southwest

Jason Smith

Senior Director – Jason P. Smith

Junior Director – Cindy Wynn

GAE4-HA Members – 37

Budget - \$2,808.14

At the Spring district meeting, SWD voted to sponsor the Human Development Project. We also voted to sponsor t-shirts for 2016 SWD State Congress delegates. Funds were also used this year to send flowers to Shanda Ashley's (Calhoun County 4-H Agent) husband, who had been hospitalized, funeral flowers for two of our friends, and a wedding gift for Laura Walton Goss, Lowndes County 4-H Agent. We also bought pizza for our district officers at Project Achievement. We made money this year on pizza sales from DPA.

Cindy Wynn, Thomas County 4-H Agent, was elected as our new Junior Director.

SWD GAE4-HA members serving at Oceans of Fun during the 2016 GAEL Conference were Ashley Davis, Sonya Jones, Stephanie Benton, Lynn Hall, and Kris Peavy.

Lisa Starling, Grady County 4-H Agent, was the winner of the NAE4-HA Conference registration drawing.

I am currently planning a two-day district Professional Improvement Conference for late September. I am also working on a plan to reach out to 4-H Associates in our district to promote full membership in GAE4-HA.

Respectfully submitted,



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Jason P. Smith
SWD Senior Director
GAE4-HA

State Staff

Laurie Murrah-Hanson

State Staff Senior Director Report

There is currently a balance of \$145.80 in our account.

Laurie Murrah-Hanson will step down as Senior Director as of October 1st as she is moving to Northwest District. Current Junior Director, Craven Hudson, will serve as our Senior Director starting at this time.

Closing

Kasey Bozeman

- Jason moved to close the business meeting
- Seconded by Leanna deal
- Motion passed

Meeting Adjourned