

2017 GAE4-HA Summer Board Meeting Minutes

Georgia Association of Extension 4-H Agents 2017 September Board Meeting Wednesday, August 23, 2017 9:30AM

Call to Order

Cheryl Poppell

President Cheryl Poppell called the meeting to order at 9:31am. The meeting was held via Zoom session.

Minutes of the Change Over Board Meeting

Brittani Kelley

- Minutes from the Change Over Board meeting were emailed to the board on May 2, 2017 and August 18th, 2017
- There were no additions or corrections made to the minutes
- Kasey motioned to approve the Change Over Board Meeting minutes
- Seconded by Jared
- Motion passed

Treasurer's Report

Pam Bloch

- Treasurer's report for the summer board meeting was sent via email by Pam Bloch on 8/22/2017.
- We have moved to quick books online and Jeffrey will take over the position at the beginning of the new fiscal year on September 1, 2017.
- Balance as of July 31st is \$18,

Summer Board Meeting Treasurer's Report

Treasurer's Report
Summer Meeting – 8-23-17
Conference Call
Checking Account: Suntrust Bank

Balance: **March 31, 2017 \$13,075.29**

Income:

Interest earned – March - July: None
State Meeting registration & sponsor: \$1270.00
State meeting registration: \$10,495.00
State Meeting Silent Auction: \$1,134.00
State Meeting Exhibitors & Membership Dues: \$1,402.00
State Meeting Registration: \$2,243.00
State Meeting Registration: \$8,715.00
Deposit Correction: \$30.00
State Meeting, Silent Auction, & Exhibitors: \$199.86
State Meeting Registration: \$2,345.00
State Meeting: \$341.00
State Night Out & Membership Dues: \$310.00
Oceans of Fun: \$3,559.00

Total: \$32,043.86

Expenses:

FOCA – State Meeting Expenses: \$810.00
Brittany Teets – State Meeting Expenses: \$252.46
Rockdale Extension/4-H – State Meeting Expenses: \$61.28
Toombs County 4-H – State Meeting Expenses: \$546.00
Kasey Bozeman – State Meeting Expenses: \$680.33
Thomas County Extension/4-H – State Meeting Expenses (Posters): \$100.00
Liberty County Extension /4-H – State Meeting Expenses (Posters): \$75.00
Baldwin County Extension – State Meeting Expenses: \$2,535.82
Dougherty County Extension/4-H – State Meeting Expenses (Posters): \$50.00
Returned Check fee: \$47.00
Check Re-order: \$35.95
GA 4-H Foundation (GAE4-HA State Staff) – Membership Dues: \$10.00
GA 4-H Foundation (GAE4-HA NW Dist) – Membership Dues: \$20.00
GA 4-H Foundation (GAE4-HA NE Dist) – Membership Dues: \$5.00

Check Re-order: \$35.95
GA 4-H Foundation (GAE4-HA State Staff) – Membership Dues: \$10.00
GA 4-H Foundation (GAE4-HA NW Dist) – Membership Dues: \$20.00
GA 4-H Foundation (GAE4-HA NE Dist) – Membership Dues: \$5.00
Rachel Stewart – State Meeting Expenses: \$30.00
The Ken Young Co – State Meeting Awards: \$267.00
Star Granite & Bronze – State Meeting Awards: \$1,325.00
Kasey Bozeman – State Meeting Expenses: \$100.00
Rock Eagle 4-H Center – State Meeting Expenses: \$17,677.25
Returned Check fee: \$53.50
Jekyll Island Sea Turtle Center – O.O.F.: \$162.64
Jekyll Island Boat Tours – O.O.F.: \$255.00
Dairy Queen – O.O.F.: \$45.59
Al Parker – O.O.F.: \$835.79
Susan Yearwood – O.O.F.: \$107.69
4-H Tideland Nature Center – O.O.F.: \$400.00

Total: \$26,488.30

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Balance: July 31, 2017 \$18,630.85

Outstanding Income:

Silent Auction & States Night Out: \$151.50
State Congress Shirts: \$329.00
Oceans of Fun: \$94.00
State Congress Shirts: \$168.00
State Congress Shirts: \$1,107.50
States Night Out: \$650.00

Outstanding Check:

GA 4-H Foundation (SE GAE4-HA District) – District Membership Dues: \$15.00
Cheryl Poppell – State Meeting Expenses: \$47.28
Beachside Bike Rentals – O.O.F.: \$105.00
Kasey Bozeman – State Officer Gifts: \$49.03
GA 4-H Foundation (NE District) – O.O.F.: \$1,561.44
American Income Life Insurance – O.O.F.: \$46.50
The Ken Young Co – O.O.F.: \$553.58
Patricia West – O.O.F.: \$234.63
Etched in Tradition – Friend of 4-H: \$53.50
The Ken Young Co – State Congress Shirts: \$2,515.09
USPS – Treasurer receipt mailing: \$19.60
GA 4-H Foundation – Quickbooks annual license: \$258.88

Georgia 4-H Foundation Investment Accounts

3365 - GAE4-HA 2007 Endowment

Beginning Balance \$96,208.70
Adjustments to Balance \$0.00
Ending Balance \$96,208.70

3450 - Julius Benton Memorial Scholarship Endowment

Beginning Balance \$56,035.07
Adjustments to Balance \$0.00
Ending Balance \$56,035.07

4755 - GAE4-HA Operating

Beginning Balance \$15,217.05
Adjustments to Balance \$0.00
Ending Balance \$15,217.05

- Kasey motioned that we accept the Treasurer's report for the Summer Board meeting
- Phillip seconded
- No discussion
- Motion passed to accept the Summer Treasurer's report

Old Business

Membership Eligibility

Robbie Jones

- Robbie reviewed other associations around the state and spoke with administration

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- Full time program assistants can be authorized for 8 hours of professional development. After the 8 hours they have to end their day
- Part time program assistants can attend professional development but can't be on the clock.
- Bylaw changes can be approved by 2/3 of membership
- Policy and resolution committee was sent the updates about membership eligibility
- Board of Directors can make changes to paragraphs and names but NO directives can be changed
- Suggestion- that program assistants can join as partner members which does not change the directive of the bylaws. We would need to reword the partner member definition to include paraprofessionals
- They could attend the meetings and present posters but can't vote or run for officer positions/committee chairs.
- Suggestions from Policy and Resolution is to update the wording and in that case the Board of Directors could handle it without sending the vote to membership
- Vote to recommend adding paraprofessionals in to the membership description of partner members which will include program assistants
- Motion to approve the recommendation- Jared Crapps
- Seconded by Kasey Bozeman
- Motion passed to allow paraprofessionals for the 2017-2018 membership drive

Budget Additions

Cheryl Poppell

- Decided purchase a license to QuickBooks annually with discounted rate of 40%
- Rate this year was \$253 but will increase annually
- This line item needs to be added to the budget
- State Association has purchased gifts for the incoming board at around \$50
- We need to add both of these line items to our budget
- Motion to approve these amendments to the budget
- Motioned by Robbie Jones
- Seconded by Robin Turi
- Motion passed to add these items to our budget for the current year

State Meeting Report

Cheryl Poppell

- Approximately 115 full time attendees at the annual GAE4-HA State Meeting held at Rock Eagle
- Robbie Jones coordinated our opening event at Andalusia
- Kelle Ashely coordinated our educational sessions and tried some new things. Wide variety of educational opportunities

Other Old Business

- Green Jacket & William H. Booth Award:-As President, Cheryl served on the Green Jacket Award Committee. Gary Black won this award. 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.
- State Congress- Cheryl Poppell was not able to attend but our Past President and Vice President

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- Julius Benton Memorial Scholarship- funded by GAE4-HA. Julius Benton was a huge champion of 4-H and Friend of 4-H recipient. Presented by Sonya Jones.
- The Human Development project is sponsored by each district in GAE4-HA and the overall GAE4-HA state account.
- Friend of 4-H Award- Presented by Kasey Bozeman to Ronnie Silcox

New Business

2017-2018 Membership

Sonya Jones (Presented by Cheryl Poppell)

- We do not have membership prices from nationals yet.
- Will be doing our membership online once again
- Senior Directors will be handling membership so please remember that this is a firm deadline
- Will add \$5 State Dues, \$5 District Dues with the exception of Northeast who voted on \$10
- 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

2018 State Meeting Update

Cheryl Poppell/Jeremy Cheney

- The state meeting will be April 18-20, 2018
- In the process of bidding with several hotels to get a decent price
- Initial location in Peachtree City was too costly
- Looking at Unicoi State Park and other properties in North Georgia
- We will still have a state meeting committee to work closely with Jeremy

2017 NAE4-HA Conference

Cheryl Poppell

- 17 of our members have turned in commitment money
- 3 from Fort Valley
- Cheryl submitted the travel request to Adele on August 22nd

William H Booth Award

Kasey Bozeman

- Arch requested for a more concrete guidelines for judging the William H Booth Award
- Nothing was changed historically of how this award was presented
- Will be passed down to awards chair

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Georgia Association of Extension 4-H Agents William H. Booth Award Guidelines

Proposed by the William H. Booth Award Committee – July 2017

OVERVIEW

Each year in conjunction with the Georgia Electric Membership Corporation (EMC), GAE4-HA presents the William H. Booth Award. The award recognizes outstanding Georgia extension agents working in the 4-H program. It is an honor acknowledging both peer recognition and career achievement.

William (Bill) Booth was a rural electric pioneer who was a charter member of the board of directors and general manager of Jackson EMC in Jefferson, Georgia. It was Booth who first suggested that Georgia's 41 EMCs take a hand in sponsoring statewide 4-H and youth events. Each district selects one GAE4-HA member with 7+ years' professional experience to be the district nominee. Nominees complete a rigorous application and interview process, and the state winner is named each year at State 4-H Congress.

William H. Booth State 4-H Staff Liaison assists in this process by providing continuity and support.

ELIGIBILITY

For a person to be eligible to be a William H. Booth Award nominee, he/she must

- Be a GAE4-HA dues-paying member for the current year; dues must have been paid by the established awards eligibility deadline.
- Be a county faculty member (district and state faculty members are ineligible).
- Have served as an Extension faculty member for seven (7) years. Members working in Extension faculty positions at the district or state level and transition to a county can use the time as a district/state faculty member for eligibility. Additionally, Extension service years in other states may be counted as long as the nominee was a faculty member in the other state.

Previous state winners are ineligible to be nominated. District finalists not winning the state award are ineligible to be nominated the year following their district award. However, they can be nominated in subsequent years.

TIMELINE

The William H. Booth Award is awarded annually:

- January 15: The Vice-President provides current membership roster to the Member Recognition Chair and District Awards Representatives.

- January 31: District Awards Representatives will coordinate the initial voting process. All dues-paying members (by the established awards deadline) will vote for one eligible GAE4-HA member within their district. Voting period may last up to 10 days.
- February 15: District Awards Representatives notify top 3-4 potential nominees, based on the highest number of votes received of eligible members. These district nominees will complete a 1-page mini William H. Booth Award application. Applications are due back to District Awards Representatives before February 28.
- March 1: District Awards Representatives will distribute mini William H. Booth Award applications and coordinate a second voting process. Voting period may last up to 10 days.
- March 15: William H. Booth Award district finalists are reported to Member Recognition Chair.
- March 20: Member Recognition Chair notifies district finalists and shares William H. Booth Award application with finalists. Recognition chair also provides finalists' names to GAE4-HA President, William H. Booth Award State 4-H Staff Liaison, and Georgia EMC Representative.
- May 1: District finalists submit William H. Booth Award applications to Member Recognition Chair.
- May – June: Member Recognition Chair works with Georgia EMC Representative and William H. Booth State 4-H Staff Liaison to coordinate judging process.
- July: Georgia EMC Representative tabulates results and notified State 4-H Leader of result. State winner is announced at State 4-H Congress.

APPLICATION

The William H. Booth Award application is judged using the following rubric:

20 points	4-H Professional Achievement: program accomplishments in 4-H base programming and issue-based programming
20 points	4-H Educational Development – Marketing: marketing and promotion of 4-H & Youth Development through use of media resources, promotion of 4-H program, and 4-H image in the community
20 points	4-H Educational Development – Volunteers: selection, recruitment, and use of adult and teen leaders in a various means to contribute to overall 4-H program
20 points	Professional and University Service: involvement in GAE4-HA and other professional associations, contributions in scholarship, expert/leader in the field
20 points	Philosophy: mission, goals, and objectives of youth work

EVALUATION PROCESS

The GAE4-HA Member Recognition Chair will coordinate with the Georgia EMC representative to host an interview day for the district finalists. The GAE4-HA Member Recognition Chair will request travel authorization from the District Extension Directors for this event. Nominees will be approved for professional time only.

Each district finalist will participate in a thirty minute interview with a committee of four members. The committee members will be a representative from Georgia EMC, a representative from the State 4-H Staff (appointed by the William H. Booth State 4-H Staff Liaison), the current GAE4-HA President,

Committee Reports (Standing)

Member Recognition

Jakyn Tyson

Work since last meeting:

Lauren Dye and Jakyn Tyson attended William H. Booth nominee interviews on Tuesday, May 16th, at the Georgia EMC Training Center in Smarr, Georgia. Cindy Meadows, Robbie Jones, Stephanie Myers, and Kandi Edwards were the candidates. Stephanie Myers was selected as the state winner and recognized at State 4-H Congress.

Bonnie Boone was selected to serve as the incoming Southwest District Awards Representative.

Allie Griner was selected to serve as the incoming Northwest District Awards Representative.

Brennan Jackson (Northeast District) and Jackie Nunn (Southeast District) will stay to complete their second year as the district awards representative.

Jakyn Tyson has moved in to the Chair position.

Kris Peavy has entered the Co-Chair position.

Public Recognition & Information

Allison Perkins

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Committee Purpose: To market the 4-H profession and 4-H by developing and sharing 4-H marketing items at county, state, and national level; responsible for hospitality and the annual meeting.

Members:

Cherry Hovatter
Megan Bailey
Kari Mateling
Rachel Wiginton
Ashleigh Day
Crystal Perry
Sharon Dowdy
Laura Garrett

Work since last meeting:

4-H day at Capitol-gifts for legislature-Megan Bailey
GAE4HA brochure and exhibit update in 2016-Crystal, Sharon, Rachel
First Timer's orientation-Megan, Kari, and Crystal

New Business:

Project added: PR& I charged with giving newly elected state board officers a gift from GAE4HA for officer training during the summer. Casey Bozeman secured a key chain gift for the officers.
New Chair Elect: Rachel Wiginton
Goal: website updates-Rachel and Ashleigh; have more representation at other association meetings for GAE4HA.

Policy & Resolution

Robbie Jones

After reviewing our Bylaws, other associations within and outside of our state, county operations guidelines, and input received at our state meeting, Cheryl Poppell and I have agreed the best manner moving forward for Program Assistants at this time would be allowing them to join as partner members. This would allow our organization to address this issue properly before the membership drive this Fall. Before a proposal and vote, if put before the board, as the current 2017 committee, I wanted to present this proposal to you all as members for your input. As a committee we are required to evaluate proposals for bylaw changes, before a vote can be given. Since we are not convened as a committee in person, I have a quadratics survey for a vote. However, if you would like to email me your thoughts or email the committee please send feedback as well. This will be time sensitive as we need to present this to the board meeting on Wednesday to set up for our annual membership drive.

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The first component would be changing the language of the paragraph on partner members. As the bylaws state currently partner members are:

Partner Members: Subject matter specialists with University of Georgia Cooperative Extension or Fort Valley State University Extension may join GAE4-HA as a partner member at the cost of \$20.00, which will go into the state Association funds. They will receive GAE4-HA membership, entitling them to attend the state meeting, present and attend workshops and exhibits. Partner members will not be allowed to hold office, vote, be lead author on awards, attend national meetings or receive other benefits of GAE4-HA membership.

The proposal I am putting before the committee is to change the language of this paragraph to read:

Partner Members: Subject matter specialists *and 4-H/youth development paraprofessionals* with University of Georgia Cooperative Extension or Fort Valley State University Extension may join GAE4-HA as a partner member at the cost of \$20.00, which will go into the state Association funds. They will receive GAE4-HA membership, entitling them to attend the state meeting, present and attend workshops and exhibits. Partner members will not be allowed to hold office, vote, be lead author on awards, attend national meetings or receive other benefits of GAE4-HA membership.

This would allow 4-H Program Assistants to join as partner members of the association. They would be eligible to attend the annual state meeting at the member rate and would be eligible to present and attend workshops and exhibits. Cheryl and I felt updating the working of this paragraph did not change the intent or status of the member (for example affiliate member states they must be a professional in a position similar or supporting youth development). There would also be no major changes to the association because non members can still attend. The only change would be allowing paraprofessionals the opportunity to present workshops and posters.

Within the rules for amending the bylaws, to accomplish this outside of our annual meeting, the requisite votes needed to make a change would be a task that may prevent any measure to be dealt with properly. Cheryl and I also agreed the matter of being "active members" would be better handled as a discussion, debate, and vote at an annual meeting. This would not end the

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discussion of paraprofessionals (4-H Program Assistants) potentially being allowed as active members, but would address the membership issue for this coming membership drive. Future discussions by the committee and membership could still be brought up after this vote.

The second piece of this I need feed back on is if the committee agrees that the authorization in the bylaws authorizes the Board of Directors ,in this situation in regards to adding in language to allow paraprofessionals to join as partner members, to vote on the change and put in place. This would mean that the committee agrees this change is not a directive change which require full membership vote. The article that I am referring to states:

Article XI

Amendments

The Board of Directors is authorized to make and to alter or to amend the by-laws of this Association by a two-thirds (2/3) majority vote of the voting directors to update committee names, paragraphs, etc. Any item that will change directives of the bylaws require vote by the general membership. All changes to the by-laws of the Association should be brought before the Policy & Resolutions committee for study and research before change or adoption. Ratification of the attached bylaws may be accomplished by a vote of two-thirds of the members, provided the membership is notified in writing at least 20 days in advance of the vote.

Diversity

Philip Petway

The last activity report of the Diversity Committee was at the Statewide GAE4HA association meeting submitted by Phillip Petway, (Diversity Committee Chair),

The Members in attendance at the meeting decorated for the state and national awards banquets.

Despite not meeting formally as a committee, discussion was brought up with members of association in regards to relieving the committee of have the responsibility of decorating.

Media & Newsletter

Robin Turi

Media Committee Activities

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MISSION/PURPOSE: To share the news of professional development among the members of GAE4-HA

Current and ongoing tasks in the works:

- Continue to collect articles from both members and non-committee members.
- Some articles and photos were submitted for spring reviewing GAE4-HA meeting and awards.
- Goal of Spring award recap newsletter was not met
- Insufficient quantity of articles were not received, chose not to create a photo essay type newsletter
- Facebook page will be available for members prior to National meeting for membership to submit photos if membership is interested or do we need to wait until state meeting to present this idea. Photos would be submitted to a contributor or editor and then posted during NAE4-HA.

Tasks:

Spring/Summer wrap up edition be released mid-October prior to National meeting. This would include information from GAE4-HA state conference and feature articles on summer activities. This would be an alteration of past requests of specific topics articles

Fall newsletter will contain NAE4-HA recap. The media committee will need volunteer member representatives to contribute photos, copy of Awards winners by acquiring a copy of banquet program or photos of the program to me.

Programs

Timothy Jennings

Recommendation:

Survey to GAE4HA Membership for members to voice thoughts/concerns input in the following areas:

Competitive/Judging Events, Summer Camp, Conferences, Project Achievement, SAFE, Livestock, In-school club meetings,

Timeline: Survey out late August, promote survey at Kick-off, report in September to committee members, then share with Executive Board.

Develop a cloud file area for information and resources for next programs chair.

Incoming Chair: Timothy Jennings

Co-Chair: Ali Merk

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Research & Evaluation

Jennifer Cantwell

The Research & Evaluation Committee has not met since the April 18, 2017 meeting at the State meeting. Attempts were made to schedule a meeting, but there were no times available to more than two members at a time.

We accomplished the following:

- Developed evaluation for the State Meeting
- Provided evaluation training at Curricula Day – End of Year Teacher Survey in Qualtrics. Three members conducted the training – Jennifer Cantwell, Tammy Tyre, Laurie Murrah-Hanson.
- Jennifer Cantwell and Laurie Murrah-Hanson worked on Data Tabulation spreadsheets for Middle School CCRPI Lessons. These are being tested by county offices and are almost ready to release.

Challenge Grant from National 4-H Council – National roll-out of Common Measures 2.0. This would provide us funding to participate in Train the Trainer program on Common Measures 2.0. The training team would implement trainings throughout the state. Goals: Evaluation, Professional Development, and Data Driven Decisions. The grant requires specific people to participate (4-H State Leader, person involved in professional development, person skilled in evaluation, Common Measures Qualtrics Manager). If we are awarded this grant we will pull in Research & Evaluation Committee members and other interested individuals to implement trainings throughout the state. This is a great opportunity for us.

Oceans of Fun

Al Parker

Work since last meeting:

- 2017 GAEL Conference was another great event. Registration was up! Using the Georgia 4-H Foundation Square to take credit cards contributed to this increase. Jared Crapps did an excellent job coordinating.
- Continental breakfast was a huge success. Special thanks to Ashley Davis for coordinating. Monica Heys, the new Jekyll Dining Commons Manager, was a HUGE help! Georgia 4-H provided ALL of the food and beverages and Monica assisted at the Convention Center!
- Special thanks to Georgia 4-H for providing the food and beverages at no cost to GAE4-HA.
- New Family Night, even with rain, was a success. Georgia 4-H provided popcorn for the event. GAE4-HA provided music and manpower to oversee inflatables.

Progress toward goals:

Event made a profit of: \$1130.79. Have not received a bill from Georgia 4-H Foundation for the Square. An estimate of \$106.25 has been taken out. Revenue is up \$733.66.

Increase in Oceans of Fun participation:

227 total contacts (+5), 155 (+29) with no duplicates.

Class totals:

- All Day Ticket 72
- Chopped Food Challenge 22

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- Biking & Ice Cream 17
- Kayaking 16
- Sea Turtle Center 14
- Seining & Fish Prints 14
- Dolphin Tour 14
- Go Fly a Kite 10
- Canoeing 9
- GPS Geocaching 9
- Kids in the Kitchen 9
- Lunch & Summer Waves 7

Total 227

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

- Continental Breakfast: recommendation to schedule workers to assist with preparation, setup, and takedown.
- Classes: recommendation to survey committee members and attendees regarding classes to offer with a special focus on high school and 5-8 age-range participants.
- Registration: recommendation to offer credit/debit payment option; will research opportunity for participants to register and pay in advance.
- Summer Waves: recommendation to revamp worker schedule to include additional help.
- Dolphin Tour: offer received from captain to include marsh trawl with the tour.
- Family Fun Night: pending GAEL's offering of this event, recommendation to include additional activities for participants.

Committee involvement: Those who attended:

NE Butts Jenny Brown
NE Jasper Kasey Hall
NE Jones Brennan Jackson
NE NE Al Parker
NE Stephens Susan Yearwood
NW Newton Terri Fullerton
NW Henry Laura Garrett
NW Heard Dinah Rowe
NW Rockdale Brittany Teets
SE Pierce Jared Crapps
SE Effingham Abby Smith
SE Bryan Trish West
SE Bacon Leah Wooddall
SW Cook Bonnie Boone
SW Tift Ashley Davis
SW Lowndes Lynn Hall
SW Dougherty Jazmin Thomas

Special thanks to Cliff Brown, Eryn Parker, and Joan Parker for volunteering at the event.

This will end my tenure on OOF. I have enjoyed this second chance to work with such a worthwhile event. I leave it good hands with Jared Crapps coordinating the classes portion of the event and Ashley Davis coordinating the Continental Breakfast.

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Next step: (for discussion)

Reserving rooms: Need to reserve a block of 9 rooms at the Quality Inn on Jekyll Island ASAP. Please book with the Farm Bureau discount. It is better than the GAEL rate. I've checked rates and their lowest price is \$136.00 a night, \$42.00 higher than last year. That's a \$126.00 increase for the three nights, \$61.00 per person with a roommate, that will put the total well above the \$250.00 reimbursement. Only rate close to this is the Days Inn at \$152.00 per night.

AND, you must pay for the first night in advance. Either a credit card or check must be used.

Jekyll Island Authority has said no adult groups can stay at the new 4-H Center. But should we check with Arch and see if staying at the 4-H Center and be registered as part of the group at camp that week is a possibility?

Jared will begin recruitment for members to assist next year.

Life Members

Royce James

Provided a life member article for publication in the "Peach Press" newsletter

A Life Member Committee "**Purpose Statement**" and list of **Annual Tasks** was submitted for Policy & Resolutions review and website update

Current and ongoing tasks in the works:

- Continuing work on updating contact information, reconnecting, and the engagement of life members.
- Sent life member list to Dot Cofer to be included in the Extension Retirees Association's Annual Fall Meeting announcement requesting any deceased, and/or, current/updated contact information. Dot and I have also reached out to the other Extension Associations.
- A list has been requested from the Membership Chair for comparison with contact addresses currently being utilized.
- With responses received – has begun compiling an updated contact list to be provided to the Membership Chair.
- The "names" of Life Members will be provided for publication in the GAE4-HA "Peach Press" newsletter with request for any known contact information
- Plan to explore the utilization of the "EXTALL" link – asking county staffs to provide the association with the names and contact information of known Life Members and//or other retired 4-H associated agents that are either volunteering in their program or they may have current knowledge of.

The committee would like to continue encouragement the "Annual Meeting Planning Committee" and District Directors to provide and promote any "life member friendly" events and activities planned for conferences and professional improvement days for participation consideration.

I have been asked to assist in the Life Member Seminar at the NAE4-HA Conference in Indianapolis. Georgia along with Indiana, New York, Minnesota and Tennessee has been asked to share their efforts in reaching out and engaging Life Members/Retirees in their state.

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Professional Development

Chesley Davis

2017 Curricula Day: Building Relationships with Schools and Incorporating new standards by using chapter 3 of the Georgia 4-H School Relations Manual to create the presentation. Elizabeth Conway was the presenter.

GAE4-HA Professional Development Committee would like to have a presence on the National Level by presenting the Present the Curricula Day School Relations on the NAE4-HA webinar. Chesley is trying to line this seminar up for early spring of 2018.

Peach Press Article Fall 2017: Chesley Davis Spotlight balancing school and work, Rhea Bentley will write. Ideas and areas of improvement for the 2018 State Meeting Workshops:

*Continue to have an "expert" panel format, but will explore more topics that relate to a broad audience.

*Would offer more preventative "Burn Out" sessions.

*PDC's were unable to attend the Work Life Balance Panel discussion. Committee suggested sending audience questions to PDC's. Possibly discuss at August updates.

*Make the panel be a working lunch.

*Narrow down the amount of classes offered. Probably going to happen anyway with this year's location.

*We should schedule specific times for shared rooms.

*Continue ignite sessions after lunch.

*Change morning round tables to "Coffee talk...Keep the ideas brewing."

Modify the Qualtrics application.

District Reports

Northeast

Ali Merk

NO REPORT.

Northwest

Abbie Salmon

Membership: 41 current NW members; looking forward to a great membership drive.

Balance: \$3,177.18

Account Activity: \$318.75 State Congress T-shirts

Professional Development Day: October 26, 2017 at Rome Floyd ECO Center; Focus on Environmental Education and Cultural Community-input from members to identify cultural needs within their communities.

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Southeast

Jared Crapps

Work since last meeting:

- Membership committed to NAE4-HA Conference: Kasey Bozeman, Cheryl Poppell, Abby Smith, Trish West and Lee Anna Deal
- Funded State Congress T-Shirts in the amount of \$411.00
- Congratulations to Stephanie Myers, Evan County, for receiving the district nomination and State Award for the William H. Booth Award

Membership Update:

Southeast District has 36 registered members

Current Information:

- Will seek a vote from membership to purchase rocking chairs (1 each) for upcoming retirees Joann Milam and Gary Brown
- Will arrange a Professional Development Day for the current year utilizing a needs assessment survey distributed to membership

Financial Report:

Balance as of August 21, 2017 is \$2,092.15. Recent profit/loss includes:
Southeast GAE4-HA payment for State Congress t-shirts totaling \$411.00

Southwest

Cindy Wynn

Working on securing a date for the upcoming Southwest District GAE4-HA professional development day.

State Staff

Heather Shultz

NO REPORT.

Closing

Cheryl Poppell

- Jennifer moved to close the business meeting
- Seconded by Heather Shultz
- Motion passed

Meeting Adjourned