



2020 GAE4-HA Spring Board Meeting Minutes

Georgia Association of Extension 4-H Agents 2020 Spring Board Meeting Tuesday, March 3, 2020 10:00AM

Meeting Attendees

Jennifer Cantwell, Jenna Daniel, Lauren Dye, Kandi Edwards, Sergia Gabelman, Allie Griner, Keri Hobbs, Brennan Jackson, Sonya Jones, Brittani Lee, Kris Peavy, Cheryl Poppell, Megan Powell, Dinah Rowe, Arch Smith, Lisa Pollock, Kevin Tatum, Leah Wooddall

Call to Order – Sonya Jones

President Sonya Jones called the meeting to order at 10:05 a.m. The meeting was held in person.

Minutes of the Winter Board Meeting – Allie Griner

Minutes from the December 2, 2019 Winter Board meeting were emailed to the board on December 10, 2019 and again on March 2, 2020 and presented during the current meeting by Allie Griner. Brittani Lee made a motion to approve the minutes as written; Dinah Rowe seconded the motion. Motion passed.

Treasurer's Report – Jenna Daniel

The financial report was presented at the meeting by Jenna Daniel. Balance in the SunTrust account as of 2/28/2020 is \$40,230.13. Jenna also noted that there was a need to pay back to the Georgia 4-H Foundation \$5,000 in scholarship debt and that in the future, it may be best if the Georgia 4-H Foundation issues an invoice for the amount annually. Kevin Tatum made a motion to pay this scholarship debt and approve the financial report as presented, Keri Hobbs seconded the motion. Motion passed.

Old Business

- **Membership Update – Kandi Edwards**
 - Submitted 140 Active members to NAE4-HA on January 29, 2020.
 - Currently have 67 Life members and 157 members are registered for GAE4-HA.
 - Nine members have entered their registration but have not made any payment.
- **GAE4-HA Registration Drawing – Kandi Edwards**
 - For free registration to GAE4-HA Annual Conference
 - Kim Lawrence – Winner
 - Kelly Zern – Alternate #1
 - Jason Edenfield – Alternate #2
 - Ashley Ladner – Alternate #3

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New Business

• 2020 State Meeting Update – Dinah Rowe

- April 20-22, GAE4-HA Conference
- Registration update: **33** registered; **68** entered; waiting on payment.
- GWL – Availability of rooms - We have reached our quota, but I will continue to add a few at a time, as I'm aware that there is still a need for more rooms.
- Commercial Exhibits/Vendors – Ashley Harman and Brittany Teets

▪ Confirmed Vendors:

- Raft One, Southeastern Expeditions
- Georgia EMC
- Callaway Gardens
- Butts Mill Farm
- Ken Young
- Mudd Creek Graphics
- Fitzgerald Fruit Farms

- ****If you know of any vendors / exhibitors that may be interested, please let me know so that we can reach out to them!*

- Professional Development – Lauren Dye
- Awards – Kris Peavy
- Silent Auction/Door Prizes – Jennifer Cantwell
- Live Auction – Raymond Joyce
- Printed Materials – Cheryl Poppell, Rebekah Greene, Dinah Rowe

• JCEP/PILD – Sonya Jones

- JCEP held in San Antonio
- PILD cancelled for Georgia this year; meeting this afternoon on alternative plan

• Georgia 4-H Update – Arch Smith

- Financial situation for GAE4-HA is impressive
- Brief history of Julius Benton – “Sugar Man”
- Camp registration begins today; so far going well
- Winter Conference training evaluation
 - Special Needs was ranked highly
 - Other two were ranked lower
 - Training is needed; more work to be done in these areas
- Georgia 4-H is 3rd largest 4-H program in US behind Texas and North Carolina; Southern region accounts for approximately 50% of 4-H participation in US
- Accurate reporting is important
- Dr. Casey Mull will be State 4-H Leader at Purdue University in Indiana – April 1
- Matt Hammonds director of Rock Eagle as of December 1
- Lauren Kushner is EE director at Rock Eagle; position at Jekyll open now
- Lead chef at Rock Eagle resigned at end of January; position open now
- Chapel close to opening; will have a wedding in it next weekend – original lighting fixtures are hanging, more lighting than before; windows replaced by son of man who made original windows, front doors to chapel are original doors, door closings made in 1902, 2 bathrooms now, dedication to be held at State Council in conjunction with Citizenship Ceremony
- Hiring off duty law enforcement officers at all 4-H centers when minors are on campus



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- **Nominating Committee – Cheryl Poppell**
 - VP has 1 nominee by deadline
 - No nominee for Secretary yet
- **Friend of 4-H Award – Leah Wooddall**
 - Feb 11 nomination went out by email
 - Leah Wooddall presented nominations and board voted to select George Lee as the 2020 Friend of 4-H Award winner
 - State office will contact George; order award, and write bio for Dinah to read
- **2020-2021 GAE4-HA Budget – Dinah Rowe**
 - See attached for proposed budget
 - Kevin Tatum made a motion to approve the budget as written. Kandi Edwards seconded the motion. Motion passed.
- **GAE4-HA Policies – Kevin Tatum**
 - Kevin Tatum made a motion to postpone name change for one year while national name change is implemented. Cheryl Poppell seconded the motion. Motion passed.
- **Extension Update – Dr. Laura Perry Johnson**
 - FY20 Budget – House reduced budget cut back to 4%; possibly will get voted on by the end of the week; will soon begin work on FY21 budget
 - Crossover day is next week
 - Good county relations are key
 - Current hiring freeze – may be able to open up if FY20 budget gets passed soon; currently around 50 county operations positions open; 17 open specialist positions
 - Dean search ongoing – leaving at end of June; be an active part of dean search, encourage to fill out Qualtrics survey; interviews will be available on Zoom
 - District directors given flexibility on handling their budget cut

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Committee Reports

- **Member Recognition – Kris Peavy**
 - No official report submitted
 - 147 awards, filled all but 3 awards with all call after initial submission
 - Discussion at state committee meeting about awards names changes
- **Public Relations & Information – Leah Woodall**
 - No official report submitted
 - Ceramic lapel pins with 4-H emblem for 4-H Day at the Capitol legislator gifts
 - Arch Smith is helping to write bios for Friend of 4-H website
 - Friend of 4-H Award going to George Lee per the earlier vote
- **Policy & Resolution – Kevin Tatum**
 - No official report submitted
 - No additional business at this time
- **Diversity – Phillip Petway via email**
 - The Diversity Committee has been in communication via email and telephone. Continue working on committee ideas for service projects at the upcoming meeting
 - Some ideas and continued thoughts have been shared Debra Cox, Jasmine Thomas, and Sergia Gabelmann.
 - The committee has questions/concerned.. What does the board/conference planning committee want this “service project idea” plan to look like?? For that one hour time period?
- **Media & Newsletter – Megan Powell**
 - The Media Committee created and released the Winter Edition of the *Peach Press* on December 10, 2019. The Winter Edition was 16 pages and is available on the GAE4-HA website newsletters section.
 - Submissions for the Spring Edition of the *Peach Press* are being accepted now. There was a call for submissions sent out via email to the committee members and to all GAE4-HA membership. We are continuing to use the updated format that began in August 2018. All GAE4-HA members are welcome to submit articles, photos, and information. Board members (especially committee chairs and district directors) are encouraged to submit association-related information to be included, too.
 - Sections of the *Peach Press* include:
 - Featured Articles about different topics
 - Professional Development
 - Curriculum Corner
 - Meet the Member – for each district and life members
 - Caring & Sharing
 - Throwback Photos
 - Getting to Know You – throwback photographs for spring edition
 - Ideas at Work – about rewards trips/incentives for spring edition
 - Spring Edition Timeline
 - Call for Submissions – February 19
 - Deadline – March 20
 - Publication Date – April 20 at State Meeting
 - Post Conference Edition Timeline
 - Call for Submissions – April 27
 - Deadline – May 11
 - Publication Date – June 1

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- **Programs – Brittani Lee**

- Work since the last meeting:
 - Brittani emailed the committee to get feedback on the top three programmatic issues, concerns, and thoughts that we want to discuss during our upcoming committee meeting.
 - We are working to compile the top 3 programmatic issues, concerns, and thoughts, and the committee will discuss with their district on thoughts and feedback for discussion at our committee meeting in April.
- Upcoming work
 - Committee meeting in at the April 2020 State meeting to discuss feedback.

- **Research & Evaluation – Jennifer Cantwell**

- The Research & Evaluation Committee has not met in person since the GAE4-HA State meeting in April 2019, but has worked on items through email and informal discussions.
- NAE4-HYDP Research & Evaluation Committee has scheduled quarterly meetings (see below). Please feel free to attend if interested.
 - Dates:
 - Tuesday March 31st at 2:00pm EST
 - Tuesday June 30th at 2:00 EST
 - Tuesday September 29th at 2:00 EST
 - Tuesday December 8th at 2:00 EST
 - Connection information: <https://msu.zoom.us/j/7506485393> or Dial by your location: +1 646 876 9923 US (New York) or +1 669 900 6833 US (San Jose); Meeting ID: 750 648 5393

- **Oceans of Fun – Al Parker via email**

- Work since last meeting:
 - This year's date: July 12 – 15, 2020
 - 2020 Survey Form was created. Sent to 2019 participants and advertised in Peach Press.
- Progress toward goals:
 - Housing has been secured for all workers at 4-H Center. Cost will be \$25.00 per night, includes linens, and will be direct billed so no out of pocket for participants.
 - Responses received to date:
 - Kasey Hall NE
 - Jackie Nunn NE
 - Ashley Harman NW
 - Leah Wooddall NW
 - Lauryn Gilmer SE
 - Abby Smith SE
 - Cindy Meadows SW
 - Jazmin Thomas SW
 - Ashley Harman has agreed to coordinate Continental Breakfast
 - Abby Smith has agreed to assist with Registration
 - Al is talking to Steve Walker about creating a registration process in Event Registration.
 - I have been told by my DED that this will be my last year to Coordinate this event. Still no takers on taking over Coordination of the event.
- Next steps:
 - Secure 8 more workers for this summer.
 - Create OOF flyers for 4-H staff to take to local school officials.
 - Secure venues, prices.
 - Finalize schedule.
 - Create Registration in Event Registration
 - Coordinate event.

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- **Life Members – Royce James via email**
 - Efforts ongoing to solicit updated contact information. Have been communicating with Dinah Rowe on potential efforts to re-establishing life member contacts
 - Made follow-up email requests and provided reminders for Peach Press newsletter articles and support information
 - Have spoken to several life members in regards to stepping up as GAE4-HA life member chair – currently unsuccessful
 - Have made several requests to establish protocol for travel support for the committee chair attending related association board meetings, and, relative funding support as attending members at Annual NAE4-HA Conferences (not eligible for a share of Extension funds provided)
- **Professional Development – Lauren Dye**
 - Old Business:
 - Chair met with Dinah to set timeline for Professional Development Committee and to work on schedule for the 2020 GAE4-HA Conference.
 - Updated a Qualtrics survey to collect submissions for proposals.
 - Sent “Call for Proposals” to GAE4-HA Membership.
 - Collected proposals for posters, seminars and showcases.
 - New Business:
 - Discussed workshop details with President Elect for the 2020 GAE4-HA Conference.
 - Submissions complete and in the process of peer review.
 - Announcements to be sent to presenters this week.

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District Reports

- **Northeast – Brennan Jackson**
 - No official report submitted
 - 26 current members by deadline
 - \$6,799.60 balance
 - Professional Development day in March – how to write curriculum ; networking
- **Northwest – Casey Hobbs**
 - Not present
 - No official report submitted
- **Southeast – Sergia Gabelman for Rebekah Greene**
 - On December 6, twelve Southeast District staff member participated in a Professional Development Day hosted by our GAE4-HA District at the Marine Extension Center in Brunswick, Georgia. The day included a tour of the Aquarium, oyster hatchery, and teaching labs. The group also visited the Nine Line manufacturing center in Savannah, GA.
 - As of January, Southeast District had 33 paid GAE4-HA members. The January balance for our GAE4-HA Southeast District Account was \$3,127.50.
 - In February, a Pizza Sale fundraiser was held at Southeast District Junior-Senior DPA. The group used Little Caesars Pizza in Madison for their vendor. A total of \$670.56 was raised for Southeast District GAE4-HA.
- **Southwest – Lisa Pollock**
 - No official report submitted
 - Professional development day on Sep 16-17; visited aquaponics, sod farm, wood fireplace
 - Pizza sales at DPA - \$289.96
 - 42 members
- **State Staff – Keri Hobbs**
 - 24 members strong in 2020
 - Hosted a “Plaque Planning and Pizza Party” on January 31st at noon in Athens. The session had 12 in attendance and yielded 28 submissions from the state staff district. (Attendees included: Keri, Jason, Natalie, Melanie, Sue, Elizabeth, Kasey, Casey, Courtney, Jenna, Craven, and Jeffrey)
 - Encouraged members to submit to the Peach Press and to propose sessions for the upcoming NAE4-HYDP National Conference.
 - Plans continue for hosting a Professional Development Workshop for the district.
 - Jason Estep is the Junior Director and Courtney Brown serves as the SS Awards Representative (first year of 2-year term for Courtney). We’ll recruit a new Junior Director in April and Jason will move to serve as the SS Senior Director.

Committee List Update

It was noted that committee lists may need to be updated prior to the annual GAE4-HA conference. Cheryl Poppell will send out an email to committee chairs to confirm membership.

Closing – Sonya Jones

There being no further business, Kevin Tatum made a motion to adjourn the meeting. Keri Hobbs seconded and the motion carried. The meeting was adjourned.

Important Dates:

GAE4-HA State Meeting Date: April 20-22, 2020

GAE4-HA Beginning Balance: \$44,970.72

GAE4-HA Ending Balance: \$40,230.13

Date: December 2, 2019 - February 28, 2020

Date	Ref No.	Payee	Memo	Payment	Deposit	Reconciliation Status	Balance	Type	Account
02/28/2020			2020 Annual Meeting		1,685.00		40,230.13	Deposit	
02/28/2020		Kelcie Barnes	2020 Membership Dues		10.00		38,545.13	Deposit	Dues Income
02/24/2020		Turner County Extension/4-H	2019 State 4-H Congress T-Shirts		6.00		38,535.13	Deposit	State Congress
02/24/2020			2020 Annual Meeting		2,810.00		38,529.13	Deposit	
02/24/2020			2020 Membership Dues		100.00		35,719.13	Deposit	
02/12/2020			2020 Annual Meeting		640.00		35,619.13	Deposit	
02/12/2020			2020 Membership Dues		575.00		34,979.13	Deposit	
01/29/2020	3322	Leah Wooddall	4-H Day at the Capitol Gifts	50.97			34,404.13	Check	Public Rel. Committee Expense
01/29/2020	3321	NAE4-HA	2020 NAE4-HA Dues - 139 Active Members and 69 Life Members	11,040.00			34,455.10	Check	Dues Expense
01/27/2020			2020 Membership Dues		590.00	Reconciled	45,495.10	Deposit	
01/13/2020	3320	Houston County Board of Commissioners	2020 Membership Dues Reimbursement - Michelle Fowler	70.00		Reconciled	44,905.10	Check	Dues Expense
01/13/2020	3319	Jeffrey Burke	Professional Improvement Scholarship	500.00		Reconciled	44,975.10	Check	Prof. Improv. Committee Expense
01/13/2020			2020 Membership Dues		1,290.00	Reconciled	45,475.10	Deposit	
12/17/2019	3318	Allie Griner	NAE4-HA Presentation Reimbursement	230.62		Reconciled	44,185.10	Check	NAE4-HA AM/PIC Expense
12/17/2019	3317	Kris Peavy	NAE4-HA Presentation Reimbursement	187.50		Reconciled	44,415.72	Check	NAE4-HA AM/PIC Expense
12/17/2019	3316	Sonya Jones	NAE4-HA Presentation Reimbursement	375.00		Reconciled	44,603.22	Check	NAE4-HA AM/PIC Expense
12/17/2019	3315	Kandi Edwards	NAE4-HA Presentation Reimbursement	187.50		Reconciled	44,978.22	Check	NAE4-HA AM/PIC Expense
12/17/2019	3314	Cheryl Poppell	NAE4-HA Presentation Reimbursement	375.00		Reconciled	45,165.72	Check	NAE4-HA AM/PIC Expense
12/17/2019	3313	Elizabeth Conway	NAE4-HA Presentation Reimbursement	375.00		Reconciled	45,540.72	Check	NAE4-HA AM/PIC Expense
12/17/2019			2020 Membership Dues		955.00	Reconciled	45,915.72	Deposit	
12/09/2019	3312	Grady County Board of Commissioners	Membership Dues 2020	10.00		Reconciled	44,960.72	Check	Dues Expense
12/05/2019			2020 Membership Dues		1,395.00	Reconciled	44,970.72	Deposit	

Georgia 4-H Foundation Account Activity Report

Account	Description	Date	Reference	Balance
3365 - GAE4-HA 2007 Endowment				
			<i>Beginning Balance</i>	\$96,208.70
			<i>Adjustments to Balance</i>	\$0.00
			<i>Ending Balance</i>	\$96,208.70
3450 - Julius Benton Memorial Scholarship Endowment (GAE4-HA)				
			<i>Beginning Balance</i>	\$56,035.07
			<i>Adjustments to Balance</i>	\$0.00
			<i>Ending Balance</i>	\$56,035.07
4755 - GAE4-HA Operating				
			<i>Beginning Balance</i>	\$19,712.00
			<i>Adjustments to Balance</i>	\$0.00
04-4400	Investment Income Allocation	07/01/2019	<CORR>Interest for 2018-19 (Julius Benton)	\$1,961.22
04-4400	Investment Income Allocation	07/01/2019	<REV>Interest for 2018-19 - less Julius Benton portion	(\$961.22)
04-4400	Investment Income Allocation	07/01/2019	Interest for 2018-19 - less Julius Benton portion	\$961.22
04-4400	Investment Income Allocation	07/01/2019	Interest for 2018-19	\$3,367.30
04-5410	Supplies - Other	08/22/2019	State Congress t-sihirts (SW District)	\$66.00
			<i>Ending Balance</i>	\$25,106.52

Georgia 4-H Foundation

Account Activity Report

Report name: GAE4-HA - Jenna Daniel

Include these dates: This fiscal year (7/1/2019 to 6/30/2020)

Include all Funds

Include all Account Attributes

Include all Account Codes

Include these Projects: 3365, 3450, 4755

Include all Project Attributes

Include all Transaction Attributes

Include all Classes

Include all Journals

Include all Not Yet Posted Transactions

Include projects with activity

Include projects with a zero beginning balance

User has access to all projects

Include all Grants

Include all Project Types

Include all Project Statuses

Include all Project Divisions

Include all Project Departments

Include all Project Locations

GAE4-HA Proposed Budget for 2020-2021

INCOME

Investment Interest		
2007 Money	\$	3,367.30
Julius Benton	\$	1,961.23
Membership Dues	\$	12,750.00
GAE4-HA Conference	\$	30,000.00
NAE4-HA Conference Commitment	\$	1,500.00 estimated
Oceans of Fun	\$	2,500.00 estimated
Human Development Project Sponsorship	\$	1,000.00
	\$	53,078.53

EXPENSES

National Membership Dues	\$	11,040.00
GAE4-HA Conference	\$	
General Conference Expenses	\$	23,550.00
Registration Fees (for 1)	\$	160
Membership Recognition	\$	1,200.00
NAE4-HA Conference	\$	
Commitment Money	\$	1,500.00 estimated
Registration Fees (for 1)	\$	500
Award Recipient Flowers & Auction Item	\$	400.00
President's Expenses	\$	
NAE4-HA Meeting	\$	1,000.00
Travel to Oceans of Fun	\$	150
Other Expenses	\$	250.00
President Elect's Expenses	\$	
NAE4-HA Meeting	\$	1,000.00
Other Expenses	\$	200
Treasurer's Expenses	\$	400
Oceans of Fun	\$	2,300.00 estimated
Travel	\$	
William H. Booth Award Judging Travel	\$	750
Life Member Chair Travel	\$	150
Human Development Project Sponsorship	\$	2,500.00
Scholarships	\$	
Julius Benton Memorial Scholarship	\$	1,000.00
Peach of a Professional Scholarship	\$	1,000.00
Professional Development Scholarship	\$	500
	\$	49,550.00
PROFIT/LOSS	\$	3,528.53