MEAFCS Board Meeting Minutes

6/28/13

I. Call to order: Jennifer called the meeting to order at 1:05 pm.

Members Present: Jennifer Berkey, Joyce McGarry, Carolyn Penniman, Gail Innis, Lisa Treiber, Eileen Haraminac, Holly Tiret, Ann Arnold

II. Approval of Agenda: Motion by Carolyn, Support by Eileen to approve the agenda as printed. Motion Carried.

III. Approval of Minutes: Minutes of the April Board meeting call were reviewed. Motion, by Carolyn; Support by Lisa to approve the April minutes. Motion carried. May membership minutes will be presented to be approved at the fall membership meeting.

IV. Appointment of Committee to Review Minutes - Jennifer and Eileen volunteered to review the minutes of today’s meeting.

V. Officer Reports

President - Jennifer Berkey
1. Assisted Eileen and Lisa in securing professional development for our Spring Membership meeting.
2. Conducted the April board meeting.
3. Reviewed minutes from the April board meeting.
4. Compiled agenda for May membership meeting.
5. Conducted the May membership meeting.
6. Submitted MEAFCS board update to MCEA.
7. Participated in the MEAFCS president webinar.
8. Sent email update to the membership regarding galaxy and other opportunities.
9. Compiled agenda for June board meeting.
10. Emailed Louise Bombyk (lots of times) to coordinate for our board retreat at the FCSEM conference.
11. Registered for Galaxy

Past President - Eileen Haraminac
1. Participated in email with National Nominating Committee to finalize the candidates for the 2014 NEAFCS elections
2. Attended and participated in the full membership meeting in Mt Pleasant May 2, 2013
3. Registered for the MEAFCS Summer Retreat at the FCSEM; agreed to donate Living Well book for the FCSEM basket
4. Working to assemble 2014 ballot
President Elect - Diana Fair
1. Arranged meeting for MEAFCS during HNI Spring Retreat in Mt. Pleasant
2. Attended MEAFCS Spring meeting during HNI Spring Retreat in Mt. Pleasant
3. Attended MCEA meeting June 14
4. Arranged hotel accommodations for Board retreat July 30-31 in Frankenmuth
5. In process of selecting restaurants for States Night Out during Galaxy- States Night Out. Lisa mentioned that this may be an opportunity to combine with other associations for a State’s Lunch Out. Jennifer will convey the information to Diana.

Secretary - Gail Innis
1. Attended May membership meeting and recorded minutes.
2. Sent May membership meeting sign in sheet to guest speaker.
3. Prepared minutes from May membership meeting, sent for review and posted to the portal.
4. Registered for Galaxy
5. Secured housing for Board retreat

Treasurer - Holly Tiret
1. Attended May meeting
2. Participated in Galaxy 4 Volunteer Coordinating Committee emails.
3. Registered for Galaxy.
4. Purchased a display table for MEAFCS with my operating funds.
5. Wrote a check in the amount of $50 to the NEAFCS Foundation in honor of Linda Huyck’s retirement.
6. Reimbursed Joyce McGarry in the amount of $755.64 for travel to PILD.
7. Check book balance as of 6-26-13 $3488.20

VI. Regional Reports

Central - Professional Development - Lisa Treiber
1. Since the last report, two members have retired. Linda Huyck April 2013 and Margaret LaShore June 2013. The Region has not met since the combined SW and Central meeting in April, which by all accounts was a success and will happen again!
2. Attended May membership meeting in Mt. Pleasant.
3. Registered for Galaxy in Pittsburgh.
4. Worked with Doris Wetters committee here is the latest report:
5. Doris Wetter’s Fellowship Committee
   • There were 20 requests for scholarships to attend Galaxy.
   • Eighteen scholarships were funded with dollars from this year which ends June 30th.
   • Two were put on the waiting list and will have their scholarship funded with 2013-2014 funds.
A few of the members who requested registration scholarships will also be requesting additional funds because they are first time attendees. They would be eligible for an additional $550.00. In the past the committee has only awarded up to $1,000 to attend a national meeting.

When changes to the Fellowship were announced in May I asked each work team to identify a contact for the work team challenge to utilize funds for professional development. I expect to receive proposals after July 1st.

There is $11,000 available for this upcoming fiscal year – July 1st, 2013 to June 30th 2014.

I am feeling good that we expended all but $41.00 from the funds that were available this year.

I have been contacted by MSU Foundation staff and they are requesting that I include them in the email notification when funds are awarded. Using a pcard works great for processing the awarding of funds. Annette did a great job monitoring the pcard transactions and edoc processing for Galaxy registration to make sure the funds were spent by the June 17 business office deadline for this year.

We are on the right track for using this fellowship to invest in members professional development.

No regional meeting date set at this time.

**South West Region - Public Affairs - Joyce McGarry**

1. No report - They have not met.
2. Joyce attended MCEa

**UP - North Region - Membership - Carolyn Penniman; Alternate Denise Aungst**

1. The UP North group had a dinner meeting together after the MEAFCS membership meeting on May 2 in Mt. Pleasant.
2. The Bylaws were changed as approved at the May membership meeting and the updated documents (Bylaws and Handbook) will be provided to our secretary Gail to post on the MEAFCS website.
3. The 2013 membership brochure is available on the website, with the current member list. Jennifer will touch base with DC’s to remind them to discuss association membership with new staff. No changes were made to the contents of the 2012 brochure, with the treasurer remaining the same. It is suggested that the 2014 brochure be revised to reflect our MEAFCS public value statements.

**South East - Awards - Terry Clark Jones**

1. NEAFCS notified MEAFCS in mid-May that we had two National winners and two Central Regional Place winners from our submission to NEAFCS awards. All recipients received notification of their awards. I would like to ask all regional directors to encourage their membership to start thinking about applying
now for 2014 NEAFCS/MEAFCS awards. This will give members six months to put together an award application.

2. Our region would like to welcome Monica Thompson a new EE to District 11. Her responsibilities will be with the CYI-CYFAR grant using the BEES program.

3. The next SE regional meeting will be Tuesday, Aug. 13, 2013 at Eastern Market in Detroit.

VII. New Business

- Elections - Eileen is working on a ballot and would like Board input on potential officers. Eileen would like assistance with suggestions for regional representation; looking beyond those who have served for many years. Denise Aungst may have an interest in the Treasurer position. Lori Messing may consider Secretary. Please send suggestions to Eileen by our next Board meeting (around Aug. 1). Eileen would like this added to the Board retreat agenda.

- Membership Correspondence -
  Galaxy - Volunteer and Exhibition Table - Holly reported that if members have an interest in participating with the booth, please contact her. We need volunteers from all the associations as well as MEAFCS.

- Portal Page - Table to the Board Retreat

- NEAFCS President Webinar -
  - Trends of Membership - From 2011-2012 membership dropped but has remained steady since that time.
  - Food Safety - Dr. Elizabeth Andres will be a speaker on Food Safety
  - Dues News - We currently send $100 to NEAFCS and that will remain the same.
  - Introductions and request for National committee members
  - Cook Books - All Living Well Cookbooks are gone.

- MCEA -
  - John Hannah fund - Give MCEA dues to fund recommendation. Each association needs to raise $500 - due 12-31-13
  - Representation to MCEA from association can be any board member or MCEA rep at large

VIII. Old Business

- Spring Membership Meeting - Discussion?
  - People responded positively to the professional development. Thanks to Lisa for getting the speaker and to Eileen for the connection. The topic was well received. How can we get additional packets (we ran out).
  - There is still some discomfort with the absentee ballot decision. We may want to explore other options (ie. Adobe, Skype).

- Goals for 2013 - Jennifer would like to work on these and discuss at our Board retreat

- Summer Retreat - Jennifer reviewed the retreat details and agenda.
- Gail will send out a sign up to man the booth for our association Institute work team displays.
- Start Time is Noon on July 30th and we will end that day at 5pm. The 2nd day - 8am - noon on July 31st.
- The agenda is being worked on. Tentative topics include 1) Elections (voting options, 2) John Hannah money, 3) MCEA Rep, 4) Portal Page, 5) Goals for 2013. Let Jennifer know if you have additional items for the agenda.
- Lodging - Diana has handled the lodging - Review the info sent from Diana.
- Meal Options - Jennifer will order one item for all for Tuesday lunch. Tuesday dinner is on your own. Board members need to fill out the form and check only Wednesday breakfast buffet, complete, scan and sent to Jennifer by July 3.
- Door Prize - Lisa will handle the gift basket (kitchen theme). Gail will include this in the reminder to members.
- Cost - Holly and Jennifer will look at the cost figures and let Board members know what can be used for travel from the budget for this conference.

- PILD - Joyce reported at the May meeting. The farm bill has not been finalized.

Meeting adjourned at 2:05 pm