MEAFCS Membership Meeting-June 16, 2014
Minutes

I. Call to Order at 1:10 p.m. There were 29 members present and 3 guests. See attached sign-in sheet.

II. Additions to Agenda- New Business: MEAFCS Facebook, FEC Meeting, NEAFCS 2014 attendees

III. Approval of Agenda- Motion to approve by Shannon Lindquist. Support by Terry Clark-Jones. Motion carried

IV. Approval of Board Minutes
- October 2013 Membership Meeting: Motion to approve by Terry. Cathy Newkirk. Support by Jane Hart. Motion carried.

V. Appointment of Committee to Review Minutes: Diana Fair, Gail Innis, Suzanne Pish

VI. Officer and Regional Reports- Were sent to members via email prior to the meeting

President Report—Diana Fair

- Emailed FEC guests with an invitation to consider becoming MEAFCS members
- Conducted MEAFCS Board Orientation 12.3.13
- Notified Board of retirees
- Conducted Board meetings Dec./Jan./March/April/May
- Reviewed minutes from Board meetings
- Participated in NEAFCS Affiliate President webinars
- Attended MCEA meetings
- Sent NEAFCS update emails to membership
- Attended JCEP in Memphis, TN—February
- Worked with Paula Sheynerman to migrate MEAFCS website from Portal to OD website
- Worked with Holly Tiret and Laurie Messing to schedule and plan MEAFCS Spring membership meeting
- Attended SW MEAFCS meetings and provided MEAFCS updates
- Contacted FCSEM that MEAFCS will not be participating in their summer conference but that there is interest in exhibit space
- Reviewed seven poster/session proposals for 2014 NEAFCS Annual Session in September
- Reviewed five Step II Portfolio Reviews
- Submitted three members for appointment to NEAFCS national committees: Jeannie Nichols to Centennial Celebration; Michelle Gordon-Releford to Bylaws; Brenda Long to Investments
- Emailed Dawn Contreras asking her to forward information regarding the 6.17.14 professional development “Stress Less with Mindfulness” to all HNI staff with link to register and SNAP funding reimbursement information
• Worked with Rita Klavinski and Jeannie Nichols planning Centennial Celebration for Spring meeting in June
• Finalized plans for Spring meeting with Board members
• Invited Institute Directors Julie Chapin, Dawn Contreras and Dave Ivan to spring meeting
• Email membership with links to register for the Spring meeting, June 17th professional development on mindfulness, and NEAFCS Annual Session registration and hotel.

President Elect Report—Holly B. Tiret

• Booked caterer for MEAFCS Member Meeting. Still need to book caterer for Stress Less training. Will be completed by 6-6-14.
• Book lodging for National.
• Registered for National.
• Got confirmation of accepted proposal to present RELAX: Parent Caregiver at National with Gail Innis, Suzanne Pish, and Terry Clark Jones (Carolyn Penniman informed us she will not be attending).
• Participated in cross state training opportunity with West Virginia Extension funded by Doris Wetter’s, with Carolyn Penniman, Suzanne Pish, Gail Innis and Terry Clark Jones.
• Sent an email to Doris Wetter’s recipients with an invitation to present at our member meeting on how funds were used.

Past President Report—Jennifer Berkey

• Facilitated the October membership meeting.
• Submitted the MCEA report for the November meeting.
• Reviewed minutes from the October membership meeting.
• Sent in my dues for MEAFCS.
• RSVP’d for the Board Orientation in December.
• Participated in the Board orientation.
• Participated in the MCEA call in January.
• Participated in the MEAFCS budget call in January
• Forwarded correspondence from NEAFCS to Holly and Diana.
• Participated in the Board conference calls as scheduled.

Secretary Report—Laurie Messing

• Recorded minutes for all Board Meetings
• Sent meeting minutes for review
• Assisted with agenda development
• Provided approved minutes to be uploaded to the MEAFCS website

Treasurer—Lynn Krahn
Attended MEAFCS meeting in Gaylord December 2nd, 2013 to learn about role of treasurer. Began role as MEAFCS treasurer in December 2013, taking over for Holly Tiret.

- Received checkbook, receipt book, and other records from former treasurer, Holly Tiret.
- Collected dues from members enrolling for 2014. Made receipts and deposits to MSU Federal Credit Union and sent dues to NEAFCS on behalf of new members.
- Attended monthly board meetings and a special board meeting to review and create budget for 2014.
- Reimbursed Diana Fair in the amount of $761.59 for travel to the JCEP conference in December. $800 was budgeted for JCEP.
- Reimbursed Diana Fair for ½ travels to MEAFCS meeting in Grayling.
- Total membership, not including life members, is a 39 (1 is free). Dues received are $5,510, and total paid to NEAFCS for 2014 dues is $3900.
- Current checkbook balance is 3,240.68

UP/North Region—Carolyn Penniman/Denise Aungst

- Members include Tracie Abram, Denise Aungst, Jennifer Berkey, Kristina Brooks, Linda Cronk, Karen Fifield, Michelle Jarvie, Lynn Krahn, Carolyn Penniman and Beth Waitrovich.
- A conference call was held January 30, 2014 to discuss professional development ideas and needs. The group also shared programming updates and staffing updates. Carolyn Penniman will serve as the Professional Development Representative for the Doris Wetter’s Fellowship Committee. Kay Cummings joined the call and spoke about her new role as Snap Ed supervisor to cover Jane Hart’s previous responsibilities, and coach and mentor to SNAP ED educators, also on the MIPRS improvement committee.
- The group met for lunch prior to the Spring HNI meeting on May 14th in West Branch. Denise Aungst shared news that she will be on leave August to December. As Carolyn’s term as regional director will be completed in October, it was agreed that Karen Fifield will become alternate, serving in Denise’s place until her return as Director. Members were encouraged to develop professional development opportunities such as webinars for the entire membership. Carolyn Penniman is involved in the June 17th Mindfulness training, offered through the Doris Wetter’s Scholarship to the Social Emotional Health work team.

Central Region—Lisa Treiber/Jane Hart

- Our original plans to meet, lunch and exchange ornaments in Dec. 2013 did not pan out due to last minute schedule changes and weather. So we scheduled a conference call and took care of the business that needed to be taken care of.
- Discussion took place focusing on the Central Region’s new responsibility. It is now Public Affairs. One of the additional roles is having a representative to attend PILD. Lisa, the current Regional Director, is going to be just returning from FMLA a few weeks before the PILD date and didn’t feel comfortable going without being involved in the prep that was done ahead. It was suggested that Sharon Jeffery represent the Central Region, she has agreed to do so.
- Members were also encouraged to apply for MEAFCS/NEAFCS awards.
- Members were also reminded to submit their 2014 membership dues and inquire if new employees in their region were interested in joining.
- Central Region met 3-21-2014 in Mt. Pleasant. Members present included Jane Hart, Sharon Jeffery, Pat Benton, Ann Arnold and Shannon Lindquist. Retired ember attending was Linda Huyck. The group shared programming updates and staffing updates.
- Sharon will be attending PILD in April and sharing her information with our group and the state when she returns. Other efforts to be made regarding Public Affairs includes reminding all to reach out to local government inviting them to MSUE events, present to county commissioners and any effort that brings attention to our programming efforts.
- The group also discussed professional development ideas which included GMO information, tips regarding retirement and something from the MSUE business office.
- The Central Region will be meeting June 11th in Kent County.

Southwest Region—Leatta Byrd/Zelda Felix-Mottley

- S.W. region met December 20th 2013 at the MSUE office in Calhoun County. There was a discussion of the 2014 awards assignment and professional development opportunities. We had lunch at Win Schuler’s restaurant and an ornament exchange.
- SW MEAFCS January 31, 2014 but was canceled due to bad weather.
- SW MEAFCS met February 7, 2014 at the Calhoun County office both state and National awards were reviewed by the awards committee. All award applications were submitted on February 14, 2014. Leatta received confirmation from National that they had received Michigan awards applications for 2014.
- SW MEAFCS met March 21, 2014, S.W region at Calhoun County, MSUE office. Suzanne Pish conducted an eXtension presentation and discussed MOODLE; Diana Fair reviewed the new MEAFCS website with group. Historical records were discussed and it was decided by the group that current archived items should be sent to campus and stored because all of the historical documents can be gotten online. We will keep a hard copy of documents for the current 2014 year in a secured file.
- S.W. region did not meet in April. Zelda Felix- Motley and committee worked on identifying award certificates, plaques, etc. for the Awards program.
- S.W. MEAFCS conducted a conference call meeting on May 29, 2014. Members discussed Award Program updates. Zelda Felix-Mottley reported to group about award (types) options and certificates. Leatta will provide a list of non-members to receive certificates. Group still waiting to hear from National on award winners.

Southeast Region—Terry Clark-Jones/Gail Innis

Since the 2013 fall membership meeting, the southeast region has met twice- December 6, 2013 in Frankenmuth and April 25, 2014 at the Lapeer County MSU Extension office.
During the December meeting, we select Gail Innis to serve as the 2014 Alternate Regional Director for the SE. Dates were set for the 2014 year so that all members could get them on their calendar. The group reviewed our new responsibilities of Member Resources and did some brainstorming on possible projects. Cathy Newkirk and Carrie Shrier voluntary to begin drafting a new brochure to be used to recruit potential new members with the goal to share with the board by May and to present at the spring membership meeting. This new brochure will include the MEAFCS value statements create at the 2013 board retreat.

We welcomed Erin Powell, new EE in Genesee and Saginaw counties for SNAP ED, to the meeting.

Brenda Reau gave a presentation on the work the Product Center is doing. NOTE: Our region has decided to highlight a work team at each of our meetings so that we can become more familiar with each other’s work.

The group also brainstormed potential award application submissions and encouraged each other to apply.

The group finished out the meeting with a retirement celebration for Kathe Hale.

During January and February two email reminders where sent to potential members that it wasn’t too late to pay dues for the year.

During our April meeting, the updated brochure was shared by Cathy Newkirk and every one was very pleased. The group then worked on drafting new wording for the bylaws on using technology for voting. A draft proposal was created and submitted for approval by the board for full member vote in June. The group brainstormed a recruitment plan for 2015. Maggie Kantola, a new MEAFCS member, volunteered to create a closed MEAFCS Facebook page for membership. That is now up and going. We hope to use the page to get more information out to the members. There will be a formal plan of action created on membership recruitment by the next SE MEAFCS meeting Aug. 15 in Washtenaw County MSU Extension Office. We plan to implement the plan in September.

Our very own Michelle Releford will be serving on the National Bylaw Committee.

I will be stepping down as the SE MEAFCS Regional Director after our December Meeting. Gail Innis has agreed to serve as the new SE Regional Director for 2015-16 and Dawn Earnesty has agreed to serve as the Alternate Regional Director.

VII. New Business

- Approval of MEAFCS 2014 budget—Lynn shared the 2014 draft budget. Discussion about budgeting enough to cover the registration for voting delegates at NEAFCS in future budgets. Brenda Long motioned to approve the budget. Michelle Releford-Gordon seconded the motion. Motion carried.
- Membership vote on bylaw change for electronic voting—Discussion on language for electronic voting in Section 5 of the By-laws.
  - A majority vote of eligible ballots cast, using an online survey site, executed prior to either of the two full membership meetings for the Association shall constitute an
election. Majority does not mean more than half of the membership, but of the votes cast. Note: In the event of a tie, a secondary vote of the members present will be held at the membership meeting.

- Motion to approve the new language listed above by Gail Innis, second by Jane Hart. Motion carried.

- NEAFCS Update—NEAFCS is also dealing with less members across the country. Board size is being discussed as well as regional directors. A new model will be shared at the NEAFCS conference in September.

- MCEA Update-Holly Tiret is the President of MCEA.
  - Recent auction raised $1577 for the Endowment, still need $921. Consider donating items for the FEC auction to support the fundraising effort.
  - Discussing the development of a protocol for co-memberships in Associations

- Nominations for 2015 officers-Jennifer Berkey will chair the nomination committee and will pull committee together soon to begin the Nominations process. By-laws include the Nominating process protocol.

- National Committee member update- Jeannie Nichols, Michelle Releford–Gordon and Brenda Long. Check out NEAFCS website for open committee opportunities.
  - Jeannie Nichols-Centennial Celebration Committee-1 year term. Great experience and she recommends joining national committees
  - Michelle Gordon-Releford-Bylaw Committee-2 year term
  - Brenda Long-Investment Committee

- Member recruitment/Member brochure-Terry Clark-Jones shared for the SE Region that a recruitment plan is in place to begin in September 2014. She will be mailing an invitation with a letter and brochure to anyone who is eligible for membership and will follow up with email. Need to be a member by Jan 1 to apply for awards. In 2015 the focus will be on Retiree involvement.

- MEAFCS Facebook-Maggie Kantola in SE Region has developed a Facebook page for MEAFCS, please like the page and check it out: www.facebook.com/meafcs Thanks to Maggie! Send her any pictures of other items to be posted.

- FEC Meeting-a dinner meeting for MEAFCS is being planned for Nov. 4, prior to the start of FEC the following morning. Holly Tiret and Joyce McGarry will plan the meeting

- NEAFCS 2014 Attendees-those indicating they were going to NEAFCS this Fall are: Gordon-Releford, Pish, Johnson, McGarry, Long, Treiber, Nichols, Hart, Lindquist, Abrams, Innis, Clark-Jones, Arnold, Felix-Mottley, Fair and Tiret

IX. Old Business

- Doris Wetter’s Fund Update: Rita reported that $10,997 was available for the year and $10,205.00 was spent. After Rita’s retirement in July, she and Carolyn Penniman will be co-chairs for the Doris Wetter’s fund. $11,769 will be available this year.

- Doris Wetter’s Recipients Report:
  - $550.00 - Lynn Krahn - Galaxy Conference in Pittsburgh, PA
  - $550.00 - Jean Lakin - Galaxy Conference in Pittsburgh, PA
  - $1,000.00 - Holly Tiret - Zero to Three National Training Institute, San Antonio, TX
  - $1,000.00 - Gail Innis - Zero to Three National Training Institute, San Antonio, TX
  - $500.00 - Carolyn Penniman - eXtension Conference, Sacramento, CA
  - $500.00 - Sharon Jeffery – JCEP Public Issues Leadership Workshop, Washington DC
Meeting adjourned at 3:35 p.m. Motion by Michelle Releford-Gordon. Support by Gail Innis. Motion carried.

Following the close of the MEAFCS Business Meeting, Jeannie Nichols shared a Centennial Celebration presentation highlighting 100 years of Extension.

Awards were presented to: Joyce McGarry, Terry Clark-Jones and Team, Jane Hart, Jeannie Nichols, Michelle Releford-Gordon, and Jeannie Nichols

Institute Director’s Dave Ivan, Julie Chapin and Dawn Contreras spoke regarding Institute and programming updates.
## MEAFCS Spring Membership Meeting
**June 16, 2014**

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