MEAFCS Membership Meeting-November 4, 2014
Minutes

Introductory Words from Dave Ivan and Julie Chapin, Institute Directors

Dinner

MEAFCS Business Meeting
I. Call to Order at 6 p.m. There were 47 members and guests present. See attached sign-in sheet.
   • MSUE Director Maggie Bethel shared her thoughts regarding MEAFCS and MSUE

II. Additions to Agenda- none

III. Approval of Agenda- Motion to approve by Shannon Lindquist. Support by Gail Innis. Motion carried

IV. Approval of Board Minutes
   • June 2014 Membership Meeting: Motion to approve by Terry Clark-Jones. Support by Sarah Johnson. Motion carried.

V. Appointment of Committee to Review Minutes: Jane Hart, Gail Innis and Eileen Haramanic

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

President Report—Diana Fair

• Conducted Spring Annual meeting 6.16.14
• Reviewed minutes from 6.16.14 Spring Annual meeting, July Board Retreat, and August Board meeting
• Participated in NEAFCS and Central Region updates
• Participated in MCEA 6.20.14 conference call
• Emailed 6.16.14 Spring meeting minutes and an update from the President to the membership 6.30.14
• Worked with President-elect Holly Tirts to finalize plans for July Board retreat
• Conducted MEAFCS Board Retreat July 9th and 10th in Birch Run
• Wrote and mailed Welcome letters to MSUE Interim Director Maggie Bethel and Assistant Director Ray Hammerschmidt on behalf of the membership
• Contacted the NEAFCS Board for the names of the two voting delegates and two alternates for Michigan: President and 3 additional Board members (ordering is in the MEAFCS Handbook)
• Emailed the membership: Volunteer for a “teller” for the Central Region Business meeting during the NEAFCS Annual Session
Volunteer (one from Michigan) to serve on the NEAFCS National Nominating Committee

- Wrote the Michigan Affiliate Annual Report and submitted to NEAFCS by the 8.1.14 deadline
  Note: this is a change in due dates; previous years’ annual report has been due Jan/Dec. Now it’s Aug/July to correspond with the NEAFCS Annual Report. Two reports were submitted in 2014.
- Conducted MEFAC Board meeting August 8, 2014
- Attended SW MEFACS meeting on Sept. 5th; presented MEFACS update
- Emailed the membership regarding volunteer opportunities during 2014 NEAFCS Annual Session: several members have volunteered as tellers, ticket takers and session facilitators; volunteers to donate items for NEAFCS Annual Session Auction—5 donated items
- Attended the 2014 NEAFCS Annual Session: participated in Leadership Event, President’s Reception, Central Region Business Meeting, Annual Session Business Meeting and President/President-elect Business Meeting. Fifteen MEFACS members attended with Dawn Contreras attending as Program Leader.
- Attended MCEA meeting 9.22.14 in Grand Rapids
- Reviewed SE/Terry Clark-Jones letter to membership regarding 2015 dues and plan for recruiting new members
- Worked with Jennifer Berkey, Eileen Haraminac and Laurie Messing: electronic voting for 2015 officers; induction ceremony for 2015 officers
- Reviewed Holly Tiet’s arrangements for MEFACS Annual Business Meeting in November
- Planned agenda for MEFACS Annual Business Meeting along with Holly Tiet and Laurie Messing
- Filled out Bay Co. request for W-9 and vendor app in coordination with Lynn Krahn, treasurer

**President-Elect—Holly Tiet**

June 3, 2014

- Booked caterer for MEFACS 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.
- Received confirmation of accepted proposal to present RELAX: Parent Caregiver at National with Gail Innis, Suzanne Pish, 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.

July 7, 2014

- Attended Summer Membership Meeting on 6-16-14 in Mt Pleasant
- Provided professional development training on Stress Less with Mindfulness along with Suzanne Pish, Gail Innis, Carolyn Penniman, and Terry Clark Jones to MEFACS Members and other MSUE staff on 6-17-14.
• Worked with MSUE Events Management System on registration, and payments for both days.
• Waiting for 3 payments from MEAFCS Meeting in order to close out the session and get the revenue back to us. Net profit so far $58.18 with three balances due will be: $103.18
• SLM Training is in the process of being closed out and then we will be asked where to send the profits to. Estimated net profit: $581.24

August 8, 2014

• Attended Summer Board Retreat in July in Birch Run
• Sent out emails regarding collecting donations for MCEA FEC Auction
• Worked with ANR Events Management System to collect past due fees from Summer Membership Meeting.

October 7, 2014

• Participated in MEAFCS Central Region Conference Call
• Set up Events Management for Central Region’s Professional Development on the Realities of Retirement
• Attended National NEAFCS Conference
• Co-Presented RELAX for Parents and Caregivers
• Organized State’s Night Out at Saul Good in Lexington
• Attended NEAFCS Central Regional Meeting
• Attended NEAFCS Business Meeting
• Facilitated MCEA Meeting as President

Past President Report—Jennifer Berkey

1. Participated in MEAFCS Board call for May.
2. Participated in the MCEA call for June.
3. Participated in MEAFCS Board retreat.
4. Assembled the nominating committee for officers.
5. The nomination committee has been meeting over email secured candidates for all board positions.
6. The nomination committee has been meeting over email and will have a slate of officers by the end of August. We have secured candidates for Treasurer and Secretary.
7. Distributed the ballot via survey monkey to all members.
8. Sent reminder email to all voting members to be sure to vote by October 29th.

It has been my pleasure to serve as your past-president for the past year.

Secretary Report—Laurie Messing

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

Treasurer—Lynn Krahn
42 Members renewed membership or joined in 2014. Total membership dues collected was in the amount of $5,945, and $4,200 was paid to NEAFCS for national membership. Dues to MEAFCS totaled $1,745.

Payments totaling $239 were made to cover meeting space and lunch for the annual MEAFCS board retreat in July.

Payments were made toward awards in the amount of $146.41, and the MSU centennial celebration cake in the amount of $30.

Diana Fair was reimbursed $761.59 for her travel to the JCEP conference in February, and reimbursed in the amount of $250.00 for travel to the NEAFCS conference as one of the voting delegates.

Payment of $60.00 was made toward corsages for award winners for the award ceremony at the NEAFCS conference in Kentucky.

Fourteen new or renewed members have sent in dues for 2015 memberships so far.

Checkbook balance on 10-21-2014 was 3,542.98.

UP/North Region—Carolyn Penniman/Denise Aungst

Members include Tracie Abram, Denise Aungst, Jennifer Berkey, Linda Cronk, Karen Fifield, Lynn Krahn, Carolyn Penniman and Beth Waitrovich.

A conference call was held July 30, 2014 to discuss professional development ideas and needs. The group also shared programming updates and staffing updates. Carolyn Penniman serves as the Professional Development Representative for the Doris Wetter’s Fellowship Committee, and is also co-chair. Beth Waitrovich served as the UP North region’s representative on the Nominations Committee.

For our professional development assignment, we are working on four topics with one person providing leadership for each. The development of these will be done independently by each subcommittee with
plans to begin offering them in 2015 via adobe or online format for the entire membership as well as other MSUE staff, with discount for members.

Denise Aungst is expected to return from leave at the end of November. Carolyn’s term as regional director is completed, and Karen Fifield is Alternate, with Denise as Director.

**Central Region—Lisa Treiber/Jane Hart**

**June 2014** – Central Region MEAFCS met face to face June 11th in Kent County. The group discussed their experiences with the Doris Wetter’s Professional Development monies they had used. They also spent time program sharing.

Discussion continued from the April meeting about hosting a retirement seminar, involving MSU HR and possible recent retirees. More discussion is to follow.

**July 2014** – Central Region met via conference call. The group focused on the retirement seminar. A title was chosen: Realities of Retirement. A panel of recent retirees was suggested, as well as broadening the day by including MSU HR and one of our own educators, Bill Hendrian to talk about trusts and wills. Further talk resulted in location selection, finalizing a date and other important decisions like food, promotion tactics, and resources to contact etc.

We also discussed Fall Extension conference; what Central Region would contribute to the MCEA Auction and a theme – we went with a wine theme. Everyone self-selected the items they would bring to donate.

Minutes were shared from the MEAFCS Board Meeting including the goal to increase membership, the importance of writing for awards later this year and who will be attending the NEAFCS annual conference in September.

**August-September**

A once a month call to discuss the Realities of Retirement event.

September 1 Kara Lynch began as a Supervising Educator for SNAP and Food Safety Educator.

Ann Arnold, Jane Hart, Holly Tirtel and Lisa Treiber represented the Central Region at the NEAFCS National Conference in Lexington, KY.

**October – 2014** Realities of Retirement Professional Development session took place in Mt. Pleasant at the MSU Extension office. 54 people attended this daylong event, including staff from many areas of MSUE and some spouses. Diane Kneepshield Deans, MSU HR Retirement Analyst, our panel of “Real Retirees” Dave Guikema, Pat Joyce and Margaret LaShore, and Bill Hendrian “There is Hope and a Future: Planning for the road ahead – are my affairs in order?”

Shannon Lindquist will assume the role of Central Region Director at FEC.
Southwest Region—Leatta Byrd/Zelda Felix-Mottley

Awards/Historical Records Leatta of the Southwest region reported that their next meeting is in early September, and they were unable to meet in July.

Awards process is now wrapped up, and the team will be preparing Awards booklets for FEC. They are asking awards recipients to send awards descriptions to the team.

The SW region meeting was held on September 5, 2014 at the beautiful “The Inn” at Harbor Shores in Saint Joseph, MI. Zelda Felix-Mottley made arrangements for a complimentary meeting room that was provided for the SW region meeting. The hotel and meeting room was beautiful. The group had lunch at the hotel’s Plank’s Tavern.

Diana Fair – President discussed with the group MCEA, MI. voting delegates, MEAFCS membership and recruitment and Educators provided programming updates.

Group confirmed travel arrangements to the NEAFCS Annual meeting also conference volunteers are needed.

Diana Fair announced for the State night out dinner the Michigan group will have dinner at Saul’s Good restaurant and Pub located in downtown Lexington Ky.

The NEAFCS silent auction gift was finalized; Suzanne Pish volunteered to gather together all the gift donations for the Michigan gift basket.

Upcoming award training will be held on October 23, 2014 in Mt. Pleasant, MI at the Comfort Inn and Suites Conference Center. Suzanne Pish and Jeannie Nichols will be the instructors

Reminder was made that NEAFCS needs members to update their – My profile information

Southeast Region—Terry Clark-Jones/Gail Innis

The Southeast region is responsible for Members Resources. As recommended at the Spring Membership meeting in June, we have updated the MEAFCS brochure with more diverse picture of membership. We will continue to take pictures and update the brochure to provide the view of who are members across the state.

Attend the board retreat. A potential members list was created and shared with the board to review for additional suggestions.

We had a regional meeting on Friday, August 15, 2014 in Lapeer County. The regional membership reviewed the letter/invite that was sent to potential new members at the end of Aug. They also reviewed the renew letter that also was sent at the end of Aug. The group brainstormed ideas to recognize membership and utilization of the MEAFCS Facebook page. The region also collected children’s books for the MCEA silent auction to be held at FEC.
Invites to join MEAFCS was sent to 74 potential staff on Aug. 29th as well as renewal letters to current members for 2015. A reminder email was sent on Oct. 6th. Plans are to send two more reminders at the beginning of Nov. and Dec.

Updates of the current members list for 2014 on the MEAFCS website was completed twice. An excel spreadsheet has been created of all members years of membership. A request was sent to members to review NEAFCS profile and report their years of membership. This list is completed.

Attended and represented the State at the National Membership Resource Committee in Lexington, KY.

Invitations to the fall membership meeting were emailed as well as mailed on Oct. 6 to the lifetime members.

2015-16 new SE Regional Director will be Michelle Releford and Alternate regional director will be Dawn Earnesty.

Next regional meeting will be Dec. 15th in Washtenaw County office.

VII. New Business

- NEAFCS Recap—Holly Tiret and Gail Innis-It was shared that NEAFCS was a great learning experience for all who attended. Great opening session at Kentucky Derby and educational sessions for participants.
- Awards Recognition/2015 Awards—Leatta Byrd and Zelda Felix-Mottley
- MEAFCS Facebook Page—SE Region- Lisa Treiber will now manage the FB page. Thanks to Maggie Kantola for developing and managing to date. Please like the page and check it out: www.facebook.com/meafcs
- Election Results and Induction of New Officers – Diana Fair
  - 2015 Executive Board:
    - President – Holly Tiret
    - President-Elect- Gail Innis
    - Treasurer-Lynn Krahm
    - Secretary-Laurie Messing
- Member Recognition:
  - 5 years: Denise Aungst, Pat Benton, Dianna Hassan
  - 10 years: Holly Tiret, Diana Fair, Ann Arnold
  - 15 years: Lisa Treiber, Linda Cronk
  - 20 years: Zelda Felix-Mottley
  - 25 years+: Beth Waitrovich- 28 years, Brenda Reau -32 years, Chris Venema-33 yrs

IX. Old Business

- Doris Wetter’s Fund Update–Carolyn Penniman- Last year over $10,000 was awarded for individual and team awards. New members receiving funds are Leatta Byrd, Joyce McGarry and
Brenda Long. Contact Carolyn with any questions and information. A reminder that individuals must be a member for 3 years to apply for funds.

**Parting Words-Dawn Contreras, Institute Director**

Introduction of 2015 MEAFCS Board:

- President - Holly Trefet
- President-Elect - Gail Innis
- Past President - Diana Fair
- Treasurer - Lynn Krahn
- Secretary - Laurie Messing
- SE Region: Michelle Releford and Dawn Earnesty
- SW Region: Zelda Felix Mottley and Sarah Johnson
- Central Region: Shannon Lindquist and Jane Hart
- North/UP Region: Denise Aungst and Karen Fifield

Winner of free membership: Mary Donaldson

Meeting adjourned at 7:12 p.m. Motion by Jane Hart. Support by Suzanne Pish. Motion carried.
MEAFCS Fall Membership Meeting  
November 4, 2014

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