

Federation Spring Board Meeting
Tuesday, May 28, 2013
1:00pm-3:00pm

Call to Order/Determine Quorum: Mitzi Downing, President

Participants

Mitzi Downing-Federation President (Moderator)
Mary Hollingsworth-NCACAA, Treasurer
Stephanie Minton-NCAEPAAT
Teresa Byrd-NCAEPAAT-Webmaster
Tracy Brown-NCCESA
Joseph Zublena-Dean and Director Extension Administration
Cheryl Mitchell-NCCEAPA, President-Elect
April Bowman-NCAE4-HA
Hazel McPhatter-NCAEPAAT
Meg Wyatt-NCAE4-HA, Secretary
Jane McDaniel-NCCESA
Eleanor Summers-NCEAFCS, Past President
Tyrone Fisher-NCACAA
Christine Smith-NCEAFCS
Molly Alexi-NCEAFCS
Crystal Smith-ESP

Extension Update: Joe Zublena, Dean and Director Extension Administration

-No Budget update at this time. There will be 7.7% cut-prorated down over \$1 million in extension will be hit. Looking at less than 5.5% University hit. Major changes-would like to see federation help in decision making, portal system up and running by Tom Melton.

-Asked for Questions

Determine Quorum-Yes

Approval of December 14, 2012 Forum: Meg has not received from Donna Holland, past Federation secretary.

Treasurer's Report: Mary Hollinsworth, Treasurer Please see Slide 4

-Checking \$1,146.32
-Money Market \$6,107.08
-Shares \$32.10
Total: \$7,285.50

2013 Proposed Budget: Mitzi Downing, President

-See Slide 4

Association Reports:**-NCCEAPA-Tracy Brown**

National Meeting will be held on September 25, 2013 and NC State meeting will be held on Sept. 26-27, 2013. Need nominations for secretary awards.

-NCEAFCS-Christine Smith

See Attachment A

-NCACAA-Cyndi Lauderdale

See Attachment B

-NCAEPAAT-Stephanie Minton

See Attachment C

-NCACES-Mitzi Downing**-ESP-Crystal Smith**

Reported that the State Meeting will be held in November during the Extension Annual Conference. She will be representing ESP at JCEP and Galaxy. Newsletter will come out in September 2013.

-NCAE4-HA-April Bowman

See Attachment

Unfinished Business

Review of Board Duties, Mitzi Downing, President
Please refer to slides 7-12

New Business

2013 Annual Federation Forum: Mitzi Downing & Cheryl Mitchell, President Elect

-Annual Dues payable June 30th

-Federation Forum 2nd Friday in December: Friday, December 13th

-Agenda

-Registration of Attendees

-Leadership and Service Recognition Award

-Bring ideas to the table in order to see where we would like to see Extension heading in the future.

-Shared ideas on how to improve forum

-motivational speaker

Fall 2013 Meeting Board Date

Doodle Poll will be sent out for September 2013 Meeting

Adjourn

Respectfully Submitted by Meg Wyatt



National Extension Association of Family & Consumer Sciences

North Carolina Extension Association of Family and Consumer Sciences

Spring Board Meeting

May 28th, 2013

Christine Smith – NCEAFCS 2012-2013 President

North Carolina Extension Association of Family and Consumer Sciences has approximately 110 active members.

The South Central district is busy planning our 2013 State Association and Professional Development Conference to be held August 28-30 at Embassy Suites, in Concord, NC. The theme of the meeting is "Moving Ahead with a Fresh Focus." Several professional development opportunities are planned around the theme "*A Fresh Focus*".

Two members attended the JECF Conference in Memphis Tennessee, February 13-15th, 2013: Molly Alexi and Christine Smith. One member attended both the Public Issues Leadership Development Conference in April and the American Association of Family and Consumer Sciences (AAFCS) at Wrightsville Beach February 24-26, 2013.

Our Association has been focusing on leadership this year. Leaders have been challenged to 'sharpen the saw' by strengthening their own leadership capacity by modeling strong leadership. Two agents presented leadership training at the New Professionals Training in February. Three Association officers will be conducting FOCUS ON NCEAFCS – Be Involved! at the Annual meeting in Concord. We have a leadership team in place developing a survey to seek feedback and interest for future professional development opportunities. One committee is also working on developing a Healthy Eating Policy for FCS.

We will have our Summer Board meeting on Friday, May 31st in Greensboro. The purpose of the meeting is to:

1. review, discuss, and prepare a proposed 2013-2014 budget,
2. train the 2013-2014 state officers
3. share POW accomplishments and opportunities.

Respectfully Submitted,

Christine Smith,
NCEAFCS President

Attachment A

2013 Report to NC Federation of Cooperative Extension Associations
Date: May 28, 2013

North Carolina Association of County Agricultural Agents (NCACAA)

Report by: Cyndi Lauderdale

Number of active members for 2013; number(s) of other types of members for 2013

215 state and national
1 state only
3 administration

Professional Development opportunities for 2013

Our State meeting will be held at the Fayetteville Holiday Inn, June 18-20.

Our National meeting will be held with Galaxy in Pittsburgh, PA, September 15-20.

Association Award Winners

Distinguished Service Awards:

Daniel Campeau

Alton E. Wood, Jr.

James Hartsfield

Achievement Awards:

Matthew Stevens

Della S. King

Young Agent Scholarship Award:

Danelle McKnight Cutting

Lance Grimes

We will also award three Youth Scholarships to agent's children.

Attachment B

Slate of officers elected for 2013

| | |
|----------------------------------|--|
| President | Cyndi Lauderdale, Wilson County cynthia_lauderdale@ncsu.edu |
| President Elect | Tyrone Fisher, Harnett County tyrone_fisher@ncsu.edu |
| Vice President | Silas Brown silas_brown@ncsu.edu |
| Secretary | Tiffanee Conrad-Acuña, Richmond County tiff_conrad@ncsu.edu |
| Treasurer | Becky Spearman, Bladen County becky_spearman@ncsu.edu |
| Past President | Nancy Keith, Yadkin County nancy_keith@ncsu.edu |
| Federation Representative | Mary Hollingsworth, Hoke County mary_hollingsworth@ncsu.edu |

Federation Report for May 28, 2013

NCAEPAAT

We have a total of 70 members.

At the 2012 annual conference Dr Stewart announced that our new advisor was Shannon McCollum.

Our last Executive Board meeting was held on April 12th. At that meeting we discussed making a few changes to our Constitution. Those changes will be voted on at our annual conference.

Our 2013 annual state conference is scheduled for Sept 11-13, The South Central District is hosting and it will be held at the Great Wolf lodge in Concord NC. Members are being asked to turn in award applications to the Secretary, Teresa Byrd by the June 1st deadline. Awards will be given out during the Banquet scheduled for Sept 11, 2013. To boost membership and to encourage members to attend conference we are giving a special gift to those members that had their dues paid by the deadline and attend conference.

Attachment C

Subject: NCAE4-HA Report

From: April Bowman <april_bowman@ncsu.edu>

Date: 5/28/13 1:19 PM

To: Meg Wyatt <Meg_Wyatt@ncsu.edu>

CC: Mitzi Downing <mitzi_downing@ncsu.edu>

NCAE4-HA will be having their annual meeting August 28-30th in Pinehurst. Early-bird registration is open for that meeting. Dr. Nancy Franz, Associate Dean from Iowa State University will be our Keynote Speaker.

We are trying to keep up with technology and have moved over to a google website, as well as majordoma listserv to communicate with our members. It is now in the vice-presidents job description to maintain this listserv.

Our President, President-elect and the Director of the North Central and West Districts met with the FCS agents association to discuss the process for setting meeting dates for our annual meeting. The FCS agent's will update their annual meeting host policy to include having the State Program Leader approve the dates before a contract is signed. In addition, the host district's will try to communicate dates between the two associations. In addition, we requested that extension administration look into adding an internal google calendar that would include professional development opportunities from the Extension Learning Management System. This will help us coordinate dates and meetings in the future for EVERYONE to try to prevent double-booking important meetings.

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April W. Bowman

Extension Agent, 4-H Youth Development

North Carolina Cooperative Extension, Forsyth County Center

1450 Fairchild Road, Winston-Salem, NC 27105

336.703.2855 Phone 336.767.3557 Fax

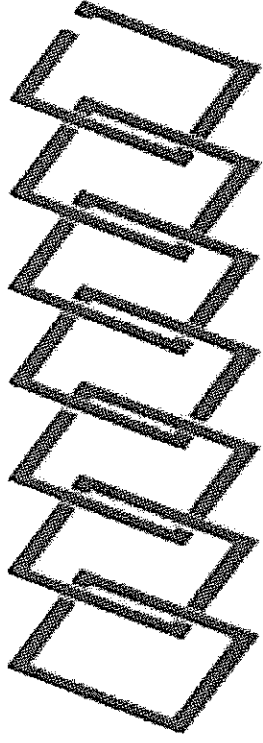
april_bowman@ncsu.edu

<http://forsyth.cc/ces/4-H>

All electronic mail messages in connection with State business which are sent to or received by this account are subject to the NC Public Records Law and may be disclosed to third parties.

Attachment D

Welcome to the



**North Carolina
Federation of Cooperative
Extension Associations**

Spring Board Meeting

May 28, 2013

If you have not already done so, please use the Audio Setup Wizard to test your microphone and speakers.

Welcome to the

Reminders

- This session is being Recorded.
- Use the “Stepped Away” button if you are temporarily away from your computer.
- Raise your hand when you have question or comment.
- Turn off your microphone/audio button when not talking.
- Use chat window for questions/comments.

Agenda

- ♦ 1:00 pm Sign On/Check In
Call to Order
Mitzi Downing, President
- ♦ Administrative Update
Dr. Joe Zublena, Dean & Director
Extension Administration
- ♦ Determine Quorum (1 representative/association)
- ♦ Approval of Agenda
♦ Minutes / Forum 2012
Meg Wyatt, Secretary
- ♦ Treasure's Report
Mary Hollingsworth, Treasurer
- ♦ Association Reports
- ♦ Unfinished Business
Mitzi Downing, President
- ♦ New Business
♦ Annual Federation Forum / December
Mitzi Downing, President & Cheryl Mitchell,
President-Elect

Treasurer's Report / May 28, 2013

| Accounts | Balance |
|---------------------|-------------------|
| Checking | \$1,146.32 |
| Money Market Shares | \$6,107.08 |
| Shares | \$32.10 |
| Ending Balance | <u>\$7,285.50</u> |

Projected Income 2013

| Source | Amount |
|--|-------------------|
| Soybean Association gift | \$1,000.00 |
| Association Membership Dues 7x\$50 | \$350.00 |
| Estimated checking account interest earned 12 months | \$2.00 |
| Projected Income | \$1,352.00 |

Projected Expenditures for 2013

| Source | Amount |
|--|-------------------|
| 2013 Forum Expenses-December | \$1000.00 |
| Forum Refreshments | \$161.00 |
| Maintenance Fee SECU accounts | \$12.00 |
| Speaker Recognition Award (gift card) | \$21.00 |
| Leadership and Service Recognition Award | \$51.00 |
| Leadership Service Award-Framed Certificate | \$25.00 |
| Engraving Presidents Box | \$15.00 |
| Miscellaneous Expenses (Board Meetings) | \$65.00 |
| Total Projected Expenditures for 2013 | \$1,350.00 |

- ◆ Association Reports

(3 minute highlights; send full typed copy to Secretary, Donna Holland)

| | |
|----------|------------------------------------|
| NCCCEAPA | Tracy Brown / Jane McDaniel |
| NCEAFCS | Christine Smith / Molly Alexi |
| NCAE4-HA | April Bowman / Erin Morgan |
| NCAEPAAT | Stephanie Minton / Hazel McPhatter |
| NCACES | Mitzi Downing / Carolyn Bird |
| NCACAA | Cyndi Lauderdale / Tyronne Fisher |
| ESP/Xi | Crystal Smith/ Mark Belvins |

- ◆ Review/Announcements

? Association Reports (3 minute highlights; send full typed copy to Secretary, Donna Holland) NC

North Carolina Federation of Cooperative Extension Associations

Our Mission

The NC Federation of Cooperative Extension Association unifies NC Cooperative and promotes professional development and communicates concerns and needs of its members.

Our Vision

The Federation is committed to and supports the mission of NC Cooperative Extension.

The Federation is the premier organization representing the professional needs of Extension workers to Extension Administration Council, the College of Agriculture and Life Sciences, the Land Grant University System, the University of NC System and state and county governments.

We are committed to and provide a mechanism for dialogue and communication for the Extension organization.

We encourage and support cooperation and communication between Extension associations promotion mutual respect and an appreciation for the diversity of Extension professionals.

The Federation is committed to and supportive of professional development for all Extension workers.

We are a full partner promoting the NC Cooperative Extension System among the people of North Carolina.

NCFCEA

The North Carolina Federation of Cooperative Extension Associations is a coalition of the NC Association of County Agricultural Agents; the NC Association of Extension 4-H Agents; the NC Extension Association of Family & Consumer Sciences; the NC Association of Extension Specialist; the NC Cooperative Extension Administrative Professionals Association; and the NC Association of Extension Program Assistants, Associates & Technicians; and the NC Xi Chapter, Epsilon Sigma Phi.

An umbrella organization of Cooperative Extension professional associations, the Federation was formed in 1974 to foster professional development, to build consensus among member organizations, and to dialogue with Extension Administration

ARTICLE III: MEMBERSHIP

Section 1: Membership in Federation shall consist of North Carolina Association of County Agricultural Agents (NCACAA), North Carolina Extension Association of Family and Consumer Sciences (NCEAFCS), North Carolina Association of Extension 4-H Agents (NCAE4-HA), North Carolina Association of Cooperative Extension Specialists (NCACES), North Carolina Cooperative Extension Administrative Professionals Association (NCCCEAPA) and North Carolina Association of Extension Program Assistants, Associates and Technicians (NCAEPAAT) and the North Carolina Xi Chapter, Epsilon Sigma Phi.

ARTICLE V: ELECTIONS

Section 1: Offices of the Executive Committee: Past-President, President, President-Elect, Secretary, Treasurer, Webmaster, shall rotate according to the schedule outlined in Appendix B (at the end of the constitution and bylaws). Member associations will rotate up the list one level annually. The association holding the Past-President position will rotate to the bottom of the list. This shall be the established rotation for future year. This list will be synchronously updated upon acceptance of member associations. One representative from each member association must be included on the Executive Committee. In order to accommodate new association membership, officer or member-at-large positions will be created at the discretion of the Board of Directors.

ARTICLE V: ELECTIONS

Section 5: Member associations shall be responsible for filling any vacancies that occur on the Executive Committee and/or Board of Directors in the rotation slot they currently hold.

Section 6: No officer may hold two positions concurrently in NCFCEA.

ARTICLE VI: MEETINGS

Section 1: The Federation shall hold meetings as deemed necessary by the President. In order to conduct official business, at least one person from each member association must be present.

Section 2: Proceedings, rules, parliamentary proceedings shall, except as herein provided, be conducted according to Roberts Rules of Order, latest edition.

ARTICLE IX: ADOPTION AND AMENDMENTS

Section 1: Ratification of this constitution and by-laws must be accomplished by a vote of two-thirds of the members present at the meetings of the individual associations, provided the membership of each association is notified in writing of the ratification vote at least thirty days in advance. Said notice shall include a copy of the proposed constitution and by-laws.

Section 2: This constitution and by-laws may be amended by a two-thirds vote of the delegates present at any annual (currently the forum) or special meeting of the federation, provided the total membership is notified of the proposed changes at least thirty days prior to the meeting.

Section 3: Amendments to this constitution and bylaws shall take effect immediately unless superseded in this document.

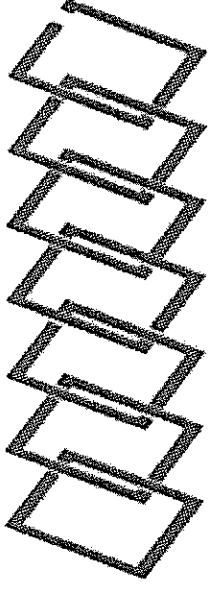
Officer Rotation Schedule

| Appendix B – Rotation Schedule | | | | | | |
|--------------------------------|----------|----------|----------|----------|----------|----------|
| Office | 2011 | 2012 | 2013 | 2014 | 2015 | 2016 |
| Past President | NCACAA | NCAEPAAT | NCEAFCS | NCACES | NCCEAPA | NCAE4-HA |
| President | NCAEPAAT | NCEAFCS | NCACES | NCCEAPA | NCAE4-HA | NCACAA |
| President-Elect | NCEAFCS | NCACES | NCCEAPA | NCAE4-HA | NCACAA | NCAEPAAT |
| Secretary | NCACES | NCCESA | NCAE4-HA | NCACAA | NCAEPAAT | NCEAFCS |
| Treasurer | NCCESA | NCAE4-HA | NCACAA | NCAEPAAT | NCEAFCS | NCACES |
| Webmaster | NCAE4-HA | NCACAA | NCAEPAAT | NCEAFCS | NCACES | NCCEAPA |

- ◆ **New Business**
 - Annual Association Dues (payable June 30)
 - Federation Forum
- Agenda**
- Registration of Attendees**
- Leadership & Service Recognition Award**

Federation Officers 2013

| | | |
|-------------------|---------------------------|----------|
| • President | Mitzi Downing, Campus | NCACES |
| • President-Elect | Cheryl Mitchell, McDowell | NCCEAPA |
| • Secretary | Meg Wyatt, Franklin | NCAE4-HA |
| • Treasurer | Mary Hollingsworth, Hoke | NCACAA |
| • Webmaster | Teresa Byrd, Johnston | NCAEPAAT |
| • Parliamentarian | Debbie Stroud | ESP |
| • Past President | Eleanor Summers, Burke | NCEAFCS |



North Carolina
Federation of Cooperative
Extension Associations

ADJOURN

Thank you for your service and participating in
this board meeting.

(End Recording)

ADJOURN Thank you for your service and participating in this board meeting. (End Recording)