

VEAFCS Board Meeting

August 5, 2011

Attending:

Dawn Barnes, Deb Chappell, Donna Daniel, Kim Edmunds, Jane Henderson, Donna McBride, Karen Munden.

Dawn called the meeting to order at 10:55 am.

“Sunshine and Showers” were shared during a time of refreshments.

Discussed theme ideas for the Day at the Capitol (Feb 2012) to share with Susan Prillaman.

Discussion of current programs and how we might securely share those with other FCS agents, especially new FCS agents. Deb Chappell suggested sharing programming ideas at the Feb. retreat. How can we support new FCS agents as an organization? Need to complete a list of “Who to Call...” that lists each FCS agent and their current programs/special areas of knowledge.

Kim Edmunds suggested that we find another time during the year to hold our annual meeting, since the meeting before the annual VESA meeting doesn't allow a lot of time to complete business.

VAFCS legislative day will be Feb. 15th.....may end up being FCS day at the Capitol. Begin thinking about a theme or focus for the day that will attract attention.

Suggestions: The Family Table, Physical activity, Farm to Table. Send any other ideas to Susan Prillaman.

Committee Reports-

Treasurer's Report:

Dr. Hayhoe will do a Financial Review of the treasurer's records. Melissa will continue as Treasurer.

2011-2012 Budget will be presented and voted on at the next meeting or by email.

Awards: Donna Daniel reported that the State Community Partnership Award went to Karen Munden, Lindsey Dawlings, Diana Counts, and Ann Cartwright.

Early Childhood Child Care Training award was given to Jane Henderson, Shewana Hairston, Amanda Wingfield, Jan Baker & Donna Daniel.

Donna encouraged everyone to look at award areas and submit. Deadlines for the state will be in early to mid-January. Look at National website to see what awards will be available and what the requirements are. (<http://www.neafcs.org/>)

Kim and Dawn said that there should be scholarship monies available for people wanting to go to national meetings and trainings. Scholarship fund set up to be used for award recipients to go to National meetings, and for a stipend for voting delegates. This will be checked into and available scholarship monies will be announced to members.

Planning ahead – future NEAFCS meeting locations:

2012 – Columbus, Ohio

2013 – Pittsburg, PA - Galaxy meeting

Donna Daniel and Donna McBride will draft an application for VEAFCFCS scholarship funds and/or a tiered system of funds for consideration.

Membership:

Jane reported that she now has a list of members and is compiling an email to send out to FCS agents in the state to highlight the benefits of VEAFCFS membership.

How can we get others to join? Jane said she wanted to start sending birthday cards and keeping in touch more with members.

Kim said the Dr. Jackson from VSU had mentioned that he would like VSU faculty become members of VEAFCFS. Brief discussion that at some point we may need to identify if membership dues are from State funds/local funds or private funds.

Professional Development – Deb Chappell. Retreat Feb. 23rd-24th 2012. Location – Louisa. Snow dates, March 8th and 9th 2012. Deb is going to send an email ‘save the date’ and have her committee meet to begin planning. She will check with Tracy about lodging and get that information out. Dawn suggested that she email something about the retreat every other month or so.

Possible training during the retreat about Volunteer Management?

Donna McBride offered to bring materials for a hands-on stress reducer (craft), if the committee would like.

March 28-29 VAFCS/VEAFCS in Roanoke. Deb will send out more info as it becomes available.

Deb suggested ‘From Telling to Teaching’ as a future Professional Development workshop. Joye Norris offers several workshops of varying lengths. Deb will ask Dr. Gehrt about the possibility of inviting Ms. Norris as a speaker for a Professional Development meeting....possibly at the tentative inservice Jan. 2012 at VA Tech.

FCS ELC meeting. Karen Munden reported that Dr. Jones said he would like to look outside the FCS family to fill current gaps, such as ‘borrowing’ other FCS specialists from neighboring states.

He is also looking for private funding to help build capacity building for positions.

He is also exploring endowment accounts for FCS agent positions.

He expressed concern that the Federal government might cut funding for extension programming across the nation.

Local food movement is ‘obvious’ entrance to the urban market for FCS and extension.

Living Well newsletter – Jane Henderson reported that the newsletter is still alive and well, although there will be a few changes in the distribution process, and the development. Funding is still a key issue to produce and mail the newsletter. Doris Heath is chairperson.

Discussion of new hires – PD 3 in SW VA has no FCS agent for 5 counties. Need in that area for FCS to do food sanitation/food safety programs.

New agent hired in Newport News will begin next week.

Of current open positions advertised, 4 are AG, 7 are 4-H and there are no FCS positions.

Discussion of re-districting and how that might impact Extension in the Legislature. Dawn and Susan will prepare a brief memo on “Dealing with your Legislators” and mail to members.

Next meeting date: Oct 31st, Charlottesville VA 11am – 3pm.

VEAFCS Board Meeting

February 4, 2011

The VEAFCFS Board meeting via conference call began at 8:30 am on Friday, February 4, 2011. Attending were: Dawn Barnes, Karen Munden, Jill Garth, Donna Daniel, Jane Henderson, Donna McBride, Deb Chappell

Discussion included:

- Need to develop an ‘elevator speech’ for those helping at the VAFCS booth at the General Assembly. Deb Chappell sent out some information via email to assist.
- Donna Daniel reminded Board members that there were only a few days remaining to submit for NEAFCS awards.
- Dawn asked if we had received information about the NEAFCS Member Webinar; *Ready, Set . . . Pitch: Marketing Extension Family & Consumer Sciences Like an Entrepreneur*. Webinar will be Thursday, February 24 at 1 PM Central (12 noon our time). The ‘members only’ webinars are one of the benefits of our membership and cover a wide variety of topics.
- Dawn has collected the names and addresses and/or phone numbers for a number of retirees who might be interested in receiving our newsletter. Donna McBride is putting together a short newsletter of FCS programming highlights that members can use as a program marketing tool in their area. Space will be available for agents to personalize with a local message. After discussion it was decided that this first newsletter would be sent to all FCS agents, but it would be noted that future newsletters would be only sent to VEAFCFS members.
- Dawn spoke with Dr. Hayhoe and she will provide information from the financial reports for inclusion in the NEAFCS Impact Statement. Dawn will check with the other specialists to see if we can get data for other programming areas.
- Discussion of whether or not to hold another ‘retreat’ type meeting, possibly in the fall. General consensus was that the retreat was very worthwhile, but attendance was poor. It was suggested that we consider adding more professional development to encourage attendance. Donna McBride suggested having a location and activities that would be a draw – such as the historic plantations along Rt. 5 and the shopping and winery tours available in nearby Williamsburg.
- Next board meeting will be April 1st, during the VAFCS/VEAFCS joint conference in Lynchburg. We will meet, possibly before the conference. More information and registration info should be forthcoming soon.
- Annual VEAFCFS membership meeting will be held at VESA, May 18th.
- Dawn noted that room registration is open for the National conference in Albuquerque, New Mexico (Sept. 26 – 30th).

There being no other business, Dawn ended the meeting at 9:37 a.m.

Respectfully Submitted,
Donna McBride
Secretary

VEAFCS Board Meeting

August 30, 2010

Attending:

Dawn Barnes, Susan Prillaman, Karen Munden, Cristin Springer, Donna McBride, Jill Garth
Meeting opened at 10:20 am at the Augusta County VCE office.

Dawn Barnes opened the meeting by sharing information about PILD and NEAFCS:

- PILD held in DC – lodging in Alexandria this year. VP of Public Affairs should attend if possible. Representatives from all program areas attend. Association presence is needed and

- discussion of having information available to share with legislators. April 3-6th, 2011. President elect Karen Munden shared her experiences attending PILD.
- New NEAFCS award deadline is Jan. 15th. Deadline for date to association will be in December, which may affect participation.
 - National dues deadline is Dec. 1st to be eligible for participation in awards.

The upcoming National meeting will be held in Portland Maine, 20 – 24 September. Cristin and Dawn are attending.

Locations for National meetings for the coming three years are as follows:

2011 Albuquerque NM Sept 26 – 30

2012 Columbus Ohio Sept 24-28

2013 GALAXY conf. w/Ag agents Sept 14 – 19 Pittsburg, PA

JCEP – San Antonio, TX Feb. 10, 2011

Make plans now to attend one of these – you'll find it encouraging and enriching!

NEAFCS:

- impact statements will provide information to develop national impacts. Information will be updated and provided to National office as we gather it.
- proposed by-laws changes to be voted on at the upcoming meeting in September.

VP for Public Affairs to be contact person for State for by-laws topics.

Proposed changes were distributed and discussed.

Cristin explained that in the past delegates have been told how the membership feels about issues that will be voted on, but have generally been allowed to use their judgment at the meeting based on new information and amended motions.

During the discussion of a dues increase, Karen suggested corporate sponsorship could help offset the cost of dues for the individual, especially since some localities don't pay those costs.

Karen suggested a Development position to assist with fundraising for the Association.

AAFCS – Doris displayed the brochure and showed that it has a corporate membership level. (American Association of Family & Consumer Sciences)

Joint meeting with AAFCS and VAEFCS – possible dates : April 1&2 at Liberty University. Friday and Saturday morning. More information will be coming out closer to the date.

Doris Heath spoke of the need to rally the retirees to be a voice for VCE and especially FCS.

Discussion about how to promote FCS and if we needed to focus on spreading the word in Richmond with legislators; or if there is a need to make sure FCS is understood at the campus level.

General question posed for consideration:

What do we want to accomplish as an organization? As officers?

One immediate response was to find addresses of retirees and be in contact with them – sharing information and encouraging them to become vocal advocates for FCS.

Doris Health said she was going to propose to AAFCS that they participate in a day at the legislature. Would VAEFCS want to do the same?

Discussion about holding a retreat for Association members.

- Need for newer FCS Agents to know what's allowed as far as speaking to legislators and advocating.
- Need to get to know each other and bond, learn each other's skill set
- Need for a directory of agents and special skills
- Invite retirees to share time and speak about their history

It was noted that the VEAFCFS Website needs to be updated. Karen Poff is the webmaster.

AFTERNOON WORKSESSION Joined by Nancy Stegon, Karen Poff and Doris Health

Karen Munden suggested that the NEAFCS IMPACT TEMPLATE be re-sent to the membership so we could compile more impacts to reflect all the work we are doing around the State.

It was suggested that Renee Boyer/Food Safety Team should be a member and collect data on Food Safety/Obesity, etc. We should also contact Renee to get ServSafe numbers to report from last year.

Discussion about perception of FCS programming linked to AG and how that would impact legislation when the legislature is dominated by urban/city areas. **How do we make legislators understand the benefit of FCS programming for city residents as well as rural residents?**

September. suggested as a timeframe to contact retired FCS Agents. Could invite them to the retreat in January.

A list of desired information was developed for the proposed directory – Cristin will put in a spreadsheet and email out. A pdf file will be made for each person and a booklet will be put together.

Meeting was adjourned 3:30 p.m.

Respectfully Submitted,
Donna H. McBride
Secretary

VEAFCS

January 21 Board meeting

Attending: Dawn Barnes, Karen Munden, Deb Chappell, Donna Daniel, Jane Henderson, Donna McBride, Kim Edmonds, Doris Heath, LaWanda Wright and Cristin Sprenger

Dawn asked for ideas for next meeting dates, ideas for what we wanted/needed to do. If there are retirees we know, send names to Dawn so she can try to find addresses.

Donna Daniel suggested another 'retreat' type meeting if we could find a time that suited. Karen suggested that we mentor newer agents and help each other...Especially for agents that are now working solo in an office.

Need district reps for: SE and Central Districts. Jill Garth is the representative for the Northern District, and Melissa Chase for SouthWest District.

Cristin asked if the by-laws allowed us to fill two roles on the Board...Doris checked the by-laws and found no conflict with serving on the board as both an officer or committee chairman and as a representative.

Donna McBride offered to write a short newsletter to be sent out by local agents. She will focus on statewide FCS programs and leave room for each agent to put in localized information. Newsletter tentatively to be sent out twice a year.

Dawn reminded us to put events and programs on the intranet calendar - when we don't, we lose a chance to market ourselves.

Volunteers needed to help 'man' the booth in Richmond on Feb. 9th. Brittany Wilkins will be helping to organize and is wearing the 'fat suit' to help draw attention.. Donna Daniel and Peggy Wright volunteered. Other volunteers are still needed.

Meeting adjourned at 3pm.

Respectfully Submitted,

Donna H. McBride,
Secretary

VEAFCS Board Meeting

April 8, 2008

Call to Order

Members Present: Cristin Sprenger, Kim Edmonds, Lou Gorr, Melissa Chase, Latoyia Jones, Dawn Barnes, Bonnie Tazewell, Jill Tucker, and Erin Kvach. Karen Poff, webmaster, was also present.

Minutes – Not available.

Treasurer's Report – Melissa Chase pointed out corrections in the Treasurer's report from the last meeting. She also passed around the current treasurer's report and answered questions from the group. Melissa moved that the treasurer's report be accepted and filed for audit. The motion carried.

Awards and Recognition – Johanna Hahn was not able to attend. The group discussed the state awards. Cristin Sprenger encouraged people to apply for awards.

Member Resources – District contacts are asked to send Latoyia Jones a list of those who are new since last May, so they can be recognized at VESA. A list was circulated for the District Contacts who were present to record the new agents in their district. Also, if people have suggestions for gifts for the new members, please let Latoyia know. The group suggested that Dawn Barnes include information on all of the professional associations in the session for new professionals at VESA.

Professional Development – Dawn Barnes reported on the joint annual meeting scheduled for tomorrow in conjunction with VAFCS. The group discussed the importance of encouraging new Agents to participate in professional development meetings. Cristin Sprenger asked people to be thinking about whether or not we continue co-sponsoring the joint annual meeting with VAFCS next year. The VEAFCFS official annual meeting will be during the VESA conference this year on May 27th.

Public Affairs – Dawn Barnes reported that the committee is looking into getting the Living Well polo shirts for the new members.

By-laws and Standing Rules – Bonnie Tazewell reported that she will be contacting Joe Botta and Karen Poff to suggest revisions to the by-laws, so that they can be sent out at least 30 days prior to the Annual Meeting.

Finance – Melissa Chase indicated that the finances seem to be in good shape. There was some discussion about the national dues possibly being raised next year. Cristin does not think they are likely to be raised, but we really won't know until after the annual meeting. The group next discussed the proposed budget for 2008-2009. Johanna Hahn has requested an increase in the Awards and Recognition line item due to the increased mailing costs. She also asked to increase the cash award for the outstanding team award to \$250 and add \$100 for the advocate award line item to cover the cost of lunch and miscellaneous expenses. Melissa will present the budget for approval by the membership at the business meeting in May.

District Reports –

-*Central* – None.

-*Northeast* – Kim Edmonds reported that there's a new agent in Northumberland, Kathleen Watson. They are also hoping to hire in Richmond.

-*Northern* – Jill Tucker reported that Linda Murphy is retiring. They hope to fill her position in Culpeper in June. There are two new operation frontline projects in the district. There is also a team going to Kentucky to look at Master Volunteer programs for possible implementation in Virginia, with representatives from across Virginia.

-*Northwest* – Deb Jones reported that there is a position open in Allegheny. They will be interviewing for the Bath position in a couple of weeks. The district meeting with Dr. Gehrt will be April 22.

-*Southeast* – Lou Gorr reported that they have hired a new agent in Northhampton. They are working on arranging their next District Meeting.

-*Southwest* – Erin Kvach reported that there is a new agent in Patrick, Amanda Wingfield. She also shared information about their recent District Meeting.

Living Well Newsletter Update – Cristin Sprenger will send out an e-mail asking who requested additional copies and has not received them. Also, there were people who said they would have mailing lists who have not sent them in. We need to be sure that the copies that we have requested are being used. As issues come up, please let Cristin or one of the committee members know your concerns (she will keep names out of the discussion). Concerns expressed today were:

-This was a winter issue and it arrived spring. When will the next one be out?

-Extra copies should not be folded.

-Need to have a "drop-dead" deadline for getting the mailing list in to Bobby Swain.

-Need to put a name on the extra copies, otherwise they may get lost or used by someone in the office who did not request them.

Public Issues Leadership Development Conference for 2008 – Jill Tucker will be our representative and will report back to the members what she learned.

Agent Directory – We are working on putting together an "agent and specialist expertise" directory, so that new agents can search for who to call for help with specific subjects. Bonnie Tazewell mentioned that she and Karen Munden had an exhibit at Family, Community, and Career Leaders of America state conference. They handed out a directory that listed the Extension Agents across the state, along with their contact information.

Nominating Committee – Cristin Sprenger encouraged people to consider serving in elected positions. Bonnie Tazewell is chairing the nominating committee. District Contacts, please encourage your folks to serve. Bonnie will be sending everyone a note about which positions need to be filled and the qualifications for each.

Voting Delegates – We will also need to elect voting delegate alternates for the Galaxy meeting and the following year. Anyone interested should please contact Cristin Sprenger.

Lou Gorr reported on the VESA meeting. Dr. McNamee will be giving the keynote address. There will be breakout meetings for the associations, as well as interesting professional development sessions. The VEAFCS Advocate Award will be presented at this meeting.

Latoyia Jones will send a “thinking of you” card to Tommie Lou Hunter, who is a former district program leader who recently had a major stroke.

VEAFCS received a thank you note for the Jefferson cup from Eleanor Schlenker.

Future Meeting Dates Include:

VEAFCS/VAFCS Annual Meeting – April 10, 2008 – Holiday Inn, Staunton

PILD – April 28-30, 2008 – Key Bridge Marriot, Arlington, Virginia

VEAFCS Annual Meeting

There being no further business, the meeting was adjourned.

VEAFCS Board Meeting

November 6, 2007

Members Present – Cristin Sprenger, Dawn Barnes, Lou Gorr, Jill Tucker, Erin Kvach, Jan Baker, Latoyia Jones,

President Cristin Sprenger called the meeting to order.

Minutes from the August Board meeting were distributed by J. Baker. Lou made a motion to accept the minutes, second by Dawn B. Motion passed

Melisa Chase sent the Treasurer’s Report (presented by Cristin) – Dues have started being collected, NEAFCS dues will go back out. There was a \$10 national dues increase. Those who already paid Eric before the announcement of the dues increase are being asked to send Melissa the additional \$10. Latoyia moved to approve, Lou second, motion approved

Committee Reports:

Awards and Recognition – Johanna sent report to Cristin – Cristin distributed the draft updates of the Advocate and Team Awards. Johanna asked the board to entertain the motion of increasing the award for the Outstanding Team award to \$250 (currently at \$200). The board recommended waiting until the new budget is approved. Johanna asked to board to consider nominations for the Advocate award. There was some discussion regarding members of the state FCS ELC. Dawn volunteered to work on a nomination of Helen Fuqua. Cristin encouraged board members to also think of others to nominate. There was some discussion regarding how the expenses associated for the advocate award would be paid. There is currently not a line item for this award. Cristin will talk with Melissa to see where the funds to cover this had come from previously. If the budget needs to be increased, it can be done at the February board meeting. Johanna would like time during the Retreat to promote awards. Any time allotted for this would need to be coordinated with Judy Midkiff, Chair of Professional Development. Johanna will be doing two workshops in the spring to encourage members to apply for national awards. There was also discussion regarding which agents might be eligible for the DSA.

Member Resources – Latoyia Jones reporting – there was discussion regarding recognition of Dr. Schlenker. Latoyia will talk with Doris to see what gets engraved on the Jefferson cup to be presented at the reception held during the 4-H/FCS in-service. Latoyia will coordinate with the state staff coordinating the banquet event. The process for renewing the national membership has been changed recently. Cristin will send the membership a email regarding the new process.

Professional Development – no report. Keep December 14th on calendar for the retreat.

Public Affairs – Dawn Barnes reporting – keeping retirees involved – Dawn wants to send the retirees the “Solutions” annual programming magazine to keep them involved. Dawn is still checking on t-shirt colors and will report at the next meeting.

Bylaws & Standing Rules – any suggestions need to be submitted to Bonnie. This would be the appropriate year for changes. By-laws and standing rules can be found on the website updated by Karen Poff.

Finance – no report

Still need Nominating Chair.

District Reports:

Central – Jan reported that Central District is still working on Small Steps to Health and Wealth as a district programming effort. The Central District Program Leader, Dan Goerlich has been assisting us with crafting an evaluation tool along with Heather Boyd and representatives from the SE district who are also working on SSHW as a district program. Two central agents are participating in the Food Friends and Mighty Moves program lead by Dr. Elena Serano.

Northeast – no report

Northern – Latoyia reported that they had a joint meeting with NW, hosting Nancy Franz. There is a new agent, Kim Cardwell in Spotsylvania County. Will be new agent in Louisa, starting November 10th, Tracey.

Northwest – Cristin reporting. Their District Director participated at their last meeting and reported that two PDs are getting funding restructuring of FCS positions. The position that was housed in Rockbridge County is getting moved to Bath County and that has been posted on the website.

Southeast – Lou reported – agents working with Jewel Hairston to create district program for all agents to deliver regardless of program area.

Southwest – Erin reported – Joan Wages has moved to temporary associate state specialist meeting.

Continuing Business:

Living Well Newsletter – Cristin has been working with Dr. Schlenker and a newsletter committee to complete the next issue to be distributed in January and put together a plan for 2008. The committee has been working with Linda Burcham to incorporate the VCE masthead with the Living Well logo. The committee has discussed spotlighting agents across the state in future issues. Articles should be 200 – 250 words in length and no greater than 9th grade reading level (six to eight grade reading level preferred).

Retreat – no report

VEAFCS/VAFCS Annual Meeting – RFPs has been sent out. The meeting will be on April 10th in Stanton, there will be a in-service training on the 8th and 9th just prior to the meeting. There will be an organized social networking event on the evening of the 9th.

PILD Conference – April 28 – 30 in Arlington, VA. Lou Gorr volunteered to participate. There is \$1,100 set aside to help cover expenses.

New Business:

Vouchers – Cristin distributed the expense vouchers and reimbursement procedures. Both the forms and procedures are posted on the web. If expenditures are in the budget, vouchers get sent to president, signed, and then sent to treasurer to be paid. Conference registration can be paid ahead of time. Keep copies when mailing forms. Please allow two weeks for reimbursement.

New Hiring Procedures - Members discussed concerns with the new hiring process and perceived inconsistencies regarding agent referrals. Cristin agreed to bring these concerns to the next VESA Board meeting.

VESA/CAPFA Updates – Lou reported CAPFA adopted a resolution recommending the university accept Dr. Martin Luther King Day as a full holiday for faculty and staff. Created a reconciliation team as an alternative to the grievance procedure. This is not to replace the grievance procedure, but meant to diffuse disagreements. They are looking for volunteers to serve on the committee. CAPFA is looking into the possibility to recommend to the Board Of Visitors the possibility of 300-400 of additional classified staff being designated as A/P faculty.

VESA – Nancy Stegon and the member services committee has a plan for new agent mentoring to integrate with the Administration's new plan for new agent training. VESA is also concerned with Sr. agent promotion. Mike Roberts has sent out a survey to some agents regarding promotion to Sr. agent.

Meeting adjourned. The next Board meeting is scheduled for Friday, February 22nd in Charlottesville.

VEAFCS Board Meeting

March 28, 2007

Members present: Dawn Barnes, Celia Hayhoe, Judy Stevens, Judy Midkiff, Katie McElroy, Lou Gorr, Jan Baker, Kim Edmonds, Alinda Uzel, Cristin Sprenger, Mary Ann McFarland

The meeting was called to order by President, Cristin Sprenger

The minutes from the November Board meeting were approved as distributed.

Treasurer's report:

Two Treasurer's reports were distributed for review – one ending December 2006 and one for January – March 2007. A new year-long budget corresponding with our new year for 2007 will start in July. Therefore, there will be a six month budget for first half of 2007. Motion to accept reports by Judy Stevens, second by Kim, motion passed.

Committee Reports:

Awards and Recognition – Cristin reported for Doris. Four awards were submitted at state level and they were forwarded to national. The Board would like to encourage more members to submit awards.

Member Resources – No report. Celia wanted change the way forms are turned in for national membership. New and renewal forms need to be submitted each year. Cristin mentioned that new management firm was taking over and that might be changing. The possibility for doing new forms electronically was discussed. Also, could a note be mentioned on the VESA registration form? Do dues and forms have to be sent to VESA Treasurer? Need to encourage people to pay dues and turn in forms as soon as possible.

Professional Development – Judy Midkiff reporting – She and Dawn Barnes been working hard on VEAFCs/VAFCs joint conference. Meeting has been planned frugally and will probably make a small profit. 54 registered for joint VEAFCs/VAFCs meeting which is what was expected. Door prizes and speaker gifts have been donated. There is a Reception tonight for both Executive Boards. Judy and Dawn have done a great job and were thanked for their hard work!

Retreat – We cannot cover full cost like 2006 retreat every year. Majority of the cost was for travel. Judy Stevens mention that there was a lot of positive verbal feedback from members. Discussion about whether to have a retreat ensued. The board was generally in favor of having a stand alone retreat. Dawn made motion for committee to be formed to investigate options for 07 retreat and present results at May meeting. Lou second. Motion passed. Committee chaired by Judy Midkiff.

Public Affairs – Dawn Barnes reporting – did receive \$500 for Living Well Week. Got first half in hand and will get second half when Dawn does report. We have the Living Well displays. They cost \$34 to ship so try to get from person to person in person. Please contact Dawn to schedule display in plenty time. They are also starting to discuss how to address retirees.

Bylaws and Standing Rules – No report

Finance – getting info from Kay so we have complete Treasurer's reports. If want to change how scholarship funds are handled the Board needs to decide. We need to have audit. Celia's term as treasurer is ending this year. Will need to purchase MS Money for next treasurer.

District Reports:

Central District – Jan reported that we have new positions in Lunenburg – Donna Daniel, FHD and Amelia – Jane Johnson, We have decided to do SSHW as district project and will meet in June again to finalize plans for this project. Two units are piloting Food Friends project with Dr. Serano. Also, several PDs are conducting regional child care provider trainings.

Northeast District – Alinda reported that NE is also doing SSHW as district project. They are holding district meetings at different people's offices so everyone can see each other's offices. Marsha Meador is their District Program Leader and did SWAT assessment which has been a positive experience. Several agents did MoneyWi\$e training at VSU. 12 classrooms doing Food Friends pilot project. Alinda, Annette Jewel, Marilyn Morris, Kathy Sauter did Food Friends presentation at the State Head Start conference and made many good contacts. I am Moving, I am Learning – may be piloted in NE. Agents submitted awards for Diversity, Program of excellence, and EFNEP/SCNEP

Northern District – Judy Stevens reported that the Northern District is continuing to working on the evaluation project. All pilot evaluations are done except FHD and are up on Survey.vt.edu. Pilot testing is being done on all forms except FHD. FHD parenting evaluation information was just forwarded to Nancy Franz for further work.

Northwest District – Katie McElroy reported that there is a new agent in Roanoke – Deb Chappell, FNH. Cristin has been on front page of paper and on TV for Healthy Families program. This is a team project with adults and school age children which has been very successful.

Southeast District – Lou Gorr reported there is a new agent in Surry – Donna McBride – FHD. Jewell Hairston is their District Program Leader and has been helping FCS agents focus. Novella Ruffin is having workshop on Domestic Violence. Email went out for registration. There is a new Specialist, Diane Edlow at VSU in financial management area.

Southwest District – Mary Ann McFarland reported on new hires - Erin Kbach- Grayson, Donna Meade – Russell, and Melissa Chase – Giles. They have a meeting planned for April.

Continuing Business:

Living Well Newsletter Update – Heather Greenwood will be editor for next Living Well. Members are encouraged to submit articles. Estimated next date for newsletter will be May 15.

Need nominating committee chair. All district reps are on nominating committee. Need nominations for Treasure, VP Awards and Recognition, and VP Member Resources. Judy Stevens volunteered to Chair this committee.

There is a fund raiser tomorrow at the joint conference. Judy Midkiff motioned that money raised go to NEAFCS Foundation Fund. Alinda second. Motion passed.

Parenting/Family Financial Management Team – The first meeting yesterday. Chair, Dr. Crystal Tyler-Mackey. Looking at implementing Paraprofessional type system in parenting and family financial management. Looking also at pilot project. This is a positive move forward in programming.

Dr. Gehrt has appointed FCS marketing committee – Alinda Uzel will chair. First meeting in June.

Other Announcements and Upcoming Meeting Dates:

PILD will be April 23-25 – Lou Gorr and Berline Brown are our delegates.

VEAFCS Board Meeting – May 11

VEAFCS Annual Meeting at VESA Conference – May 22

VEAFCS Board Meeting

November 10, 2006

Members present: Cristin Sprenger, Judy Stevens/Viola Holmes, Bonnie Tazewell, Marilyn Morris, Katie, McElroy, Karen Poff, Jan Baker, Alinda Uzel,

Meeting called to order at 10:10 by president Crisitn Sprenger

Members were asked to review minutes that were distributed. Please send corrections to Cristin. Cristin thanked Katie for taking minutes in Jan's absence

Treasurer's Report – Celia emailed report in her absence – \$2,369.51 balance in checking and \$13,609.21 balance in Money Market

Report from Kay on scholarship account has been received by Celia– summary sheet – Celia has requested

funds from Kay for scholarship expenses.

Reimbursements for National Meetings have been made (for DSA, ASA, and voting delegates)

Cristin reminded those present to submit vouchers for any expenses and there was a brief discussion of items in the budget.

Karen will check on amount on voucher for mileage reimbursement and update it to be reflective of the new federal amount for the upcoming retreat.

No administrative update.

Committee Reports:

Awards and Recognition – Cristin reported in Doris' absence. Doris and Johanna have set two dates (Feb. 6 Charlottesville and Feb. 7 in Newport News) work dates set for members to get together to work on reports. Virginia agents are doing programs worthy of winning awards and not submitting nominations. Cristin encouraged members to apply for national awards to recognize our good work.

Member Resources – Marilyn Morris reporting - reminded members to pay dues (to Eric Eberly). Marilyn will distribute membership form at Retreat. Committee wants to communicate with retirees by using the Living Well as a way to communicate with retirees. Dawn talked with Bobby Swain and a separate mailing list can be used for retirees. There was a question regarding the number of years of active membership required for life membership in NEAFCS in retirement. Cristin will ask Johanna to get clarification at the next National Board meeting. Very few life members have email to be added to the listserv. Marilyn requested district contacts to make a list of retirees in their district to get their addresses. Current rate for life membership is \$180.

Professional Development – Cristin reported for Judy Midkiff. Cristin is also on the planning committee for the VEAFC/VAFC Annual Meeting. The committee is looking at getting a national speaker on the topic of 'organization'. Cristin is going to speak with Dr. Gehrt regarding administrative support in the way of travel for in-service training or time only for

members to participate in the conference. Cristin has asked for blanket approval for time only for the Retreat. Cristin is going to check on the need for approval for time only for attendance of professional association meetings that do not require overnight stays. Judy requested information on how to become CFCS through AAFCS.

Public Affairs – Marilyn Morris reported for Dawn Barnes. Dawn attended public affairs meeting at the national meeting. Dawn is going to divide members of the public affairs committee into task forces. Other information to prepare for marketing update for Retreat – activities for the display for the General Assembly. There was a questions on remaining items such as stickers, lanyards, key chains to give away. Are there any left? Dawn would like to use them as gifts for retirees. Cristin will contact Kim Edmonds to see if she has the promotional materials. Karen will post the inserts for the key chains on the VEAFC website.

Bylaws and Standing Rules – Bonnie Tazewell reporting – changes proposed at National meeting were defeated. The committee will meet and we will make any proposed changes at the VESA meeting. Karen reminded Bonnie that we need to check on whether the EEO statement has to be the same as the IRS.

There was some discuss on making changes to standing rules. Standing rules can be changed at any meeting.

Establishing the fiscal year will be proposed as an amendment to the Standing Rules at the Retreat. Cristin

will to see if paperwork needs to be filed with the state corporation commission regarding the establishment of the fiscal year.

Finance – no report

Central District – Jan Baker reporting - will meet on December 4, 2006 and a new representative will be named then. There are two new agent positions in Amelia and Lunenburg counties. The Pittsylvania county position was recently posted. Two PDs, 11 & 14 conducted regional child care provider trainings for over 150.

Northeast District – Alinda Uzell reporting – four representatives were at the National Meeting. Alinda checked and all Northeast agents are members of VEAFCs and NEAFCs. Food Friends will be implemented in PD 17 & 18. Several agents are involved with school wellness committees and have received positive media coverage for VCE efforts. Many programs on nutrition and wellness including trainings for school food service staff and athletes are being conducted. They are meeting on November 15 that will include a tour at the Colonial Williamsburg Costume Center.

Northern District – Judy Stevens reporting – the Northern District is working on evaluation tools that can be used to collect state-wide data on reports. Agents are working with specialists to gather what information is needed for evaluation tools. The group will be presenting draft tools to be distributed at the State VCE in-service meeting. Jen Able won district award for evaluation on Money Talk, Judy and Viola won the team award for work with farmers market. Northern would like to take Living Well newsletter. Two positions posted today – Spotsylvania and King George. There have been many requests for financial literacy

education in the public schools and agents are becoming overwhelmed. There is a need for more agents to meet the increasing demand for programming. Nancy Franz will be meeting with Northern District agents on evaluation data collection in January.

Northwest District – Katie McElroy reporting - Julie is back from maternity leave. The Roanoke position is being filled on December 10 and will be a nutrition and wellness specialty area. Stephanie and Julie won a district award at the conference and the Shenandoah Extension Office won an award for the ELC Showcase at the district conference. Nancy Franz will be meeting with FCS agents on collecting evaluation data. Northwest district agents will be meeting together for an eFARS workday.

Southeast District – Bonnie Tazewell reporting – in the process of re-advertising Surry/Sussex position. County is concerned about the quality of candidates. Amy Moore received one of the district awards. Gina S. Kindred is leading parenting education and has done training for other agents in that district. Agents are working with Jewell Hairston to implement 'Small Steps to Health and Wealth' as a district-wide programming effort. Several agents participated in Faith-based conference. Many areas doing Life in the State of Poverty. District agents are planning a financial counselor training overview for approximately 150 possible volunteers by collaborating with local churches. Many localities are doing food service sanitation and consumer food safety programs. Nancy Franz will be meeting with Southeast district FCS agent on evaluation.

Southwest District – No report

Living Well Newsletter – Bonnie has received no articles for the next edition and no clerical support for formatting. Cristin volunteered to assist Bonnie with the formatting for the December edition. Marilyn and Cristin will be doing a letter to the retirees to go out with the December edition.

Continuing Business:

Retreat – Add time to the schedule for Heather to do an update on the agent sharing website.

There was a discussion regarding the reimbursement of expenses for non-members participating in the retreat. The motion was made by Alinda that lunch be provided for members and non-members and that all other expenses be reimbursed for members only. Non-member would be welcome to pay dues at that time. Bonnie second – motion passed.

Currently 40 members are registered to participate in the retreat.

There was a motion by Bonnie T. that Karen Poff can extend the time of the original contract to 6:00 p.m. to accommodate an additional training if deemed necessary. Second by Jan. There was some discussion regarding the extended liability and additional charges. Motion passed.

A draft of the retreat agenda was distributed and the members suggested moving the ‘Snowflake/Snowball’ activity to Noon – to be just after Dr. McCann’s address and just prior to lunch. There was some discussion about refreshments and no changes were needed.

Scholarship sent to NEAFCS for endowment fund of \$193.

VEAFCS/VAFCS Annual Meeting – will be held on March 29, 2007 in Staunton. Please encourage participation in the joint VEAFC/VAFC conference.

PILD – April 23 – 25th There is still room for an VEAFC Representative. There was some discussion about obtaining information from the University and permission to participate in legislative meetings during the conference. Crisitn will bring this concern to the VESA Board meeting in January.

President’s Update –

2006 NEAFCS Annual Conference – Johanna did a superb job with the Awards Program and is to be commended.

Concerns were raised over the discrepancies in the formula in funding new agent positions. Because the majority of these new positions are FCS agent positions it is disproportionately affecting the FCS programming area.

New Business:

There was a motion by Jan to authorize any expenses for the awards work sessions conducted by Doris and Johanna. Marilyn second. Motion passed.

NEAFCS Committee/Task Force Applications – Cristin encouraged members to participate in national committees. The forms are due on December 31. Can apply on line and Marilyn will bring forms to the Retreat. Several Committees and Task Forces correspond with our Vice Presidents positions and committee chairs.

Request from Elena for letter of support for tenure. There was consensus from the board that Cristin will send out an email to the members to inform them that Elena needs letters of support. It was felt that there would be more impact from many agents sending unsolicited letters of support for Elena’s tenure.

Website – Karen is our webmaster. The board suggested adding items from July 1, 2005 to the present. Please encourage members to email Karen items to be added to the web including photos, reports, etc. Older items will be taken off the web.

Announcements:

Cristin encouraged members to share both triumphs/challenges as our association’s representative to the VESA Board.

Future Meeting Dates:

Winter Retreat – November 30, 2006 – Wintergreen

Board Meeting – March 16, 2007
VEAFCS/VAFCS Annual Meeting – March 29, 2007 – Holiday Inn, Staunton
Board Meeting – May 11, 2007

Annual Summer Board Meeting
Monday, October 31, 2005
Conference Call

AGENDA

Call to Order Bonnie Tazewell
VEAFCS President

Minutes Beverly Samuel
(absent)

Treasurer's Report Celia Hayhoe
Treasurer (absent)

Administrative Update Brian Calhoun
Interim State Program Leader, FCS
Represented by: Judith Jones,
PhD.

Exec. Assistant to Dean and Director, College of Life Sciences

Continuing Business

- **State Associate Director Position**
- **2005 NEAFCS Annual Conference Report**
- **VEAFCS/VAFCE Annual Meeting**
 - **Identifying Presenters; Key Note Presenters**
 - **Exhibits**
 - **Poster Sessions**
 - **Registration**
 - **Door Prizes**
 - **Hosting**
 - **Etc.**
- **Budget Items –**
 - **Scholarships for VEAFC/VAFCS Joint Conference**
 - **VEAFCS Retreat**
 - **Dues Increase at National \$60.00 per member**
 - **Scholarship Accounts**
 - **Hurricane Relief Effort**

 - **Living Well Publication – October 13, 2005 deadline to Doris**
 - **Deadlines and Challenges**
 - **Mailings / E-mail**

New Business

- **VESA Meeting**
- **FCS/Extension Leadership Council Nominees**
- **NEAFCS/ Living Well Week**
- **Professional Development Opportunities**
 - **VACFE Conference**
 - **VEAFCS/VAFCS Joint Conference**
 - **PILD 2006**

Committee Reports:

Awards and Recognition	Doris Heath
Member Resources	Marilyn Morris
Professional Development	Flo Stewart
Public Affairs	Kim Edmonds
By Laws & Standing Rules	Karen Poff, Immediate Past President
Finance	Celia Hayhoe

District Reports:

Central	Jan Baker
Northeast	Alinda Uzel
Northern	Linda Murphy
Northwest	Stephanie Diehl
Southeast	Pauline Milbourne
Southwest	Dawn Barnes

Announcements

Future Meeting Dates:

**Winter Retreat – December 15, 2005
Wintergreen, VA**

January In-service

VEAFCS/VAFCS March 13,14,15

VEAFCS Board Meeting

August 16, 2005
Albemarle County Extension Office

Present: Celia Hayhoe, Jan Baker, Cristin Springer, Bonnie Tazewell, Kim Edmonds, Linda
Murphy

Phone: Marilyn Morris a.m. and Karen Poff

The meeting was called to order at 10:43 a.m. by Bonnie Tazewell, President with a review of the agenda.

Bonnie reviewed the minutes of the April 18, 2005 general membership meeting.

Treasurer's Report: A copy is attached to the minutes. Celia reported a total of \$17,466.43 in the operating accounts. Kay Burke maintains the scholarship fund. No report available. Celia suggested we

invite Kay to attend the next board meeting to provide a history of the set up of this account and to look at the feasibility of transferring it to the treasurer position.

The current budget allows for monetary awards for national award winners. This year, Virginia has four national and one regional winners. The budget allows for \$400 for the continued excellence winner. The team award is \$200. Two voting delegates have also been supported to attend the national meeting.

Following discussion, Linda moved the team award money from the past two years be applied to this year's winners to attend the national meeting. Cristin seconded. **Motion needs to be voted on as a quorum was not present at the time.**

NEAFCS annual conference discussion:

Celia announced she will have a VCE booth featuring two new programs. She is willing to include any promotional items we would like to feature.

Johanna Hahn is running for awards and recognition committee chair.

Bonnie and Cristin will be the voting delegates at the national meeting. Bonnie as president, Cristin as president elect of VEAFCFS.

Bonnie encouraged the membership to look at the national committees listed on the NEAFCS website and consider signing up to assist with the work of the national association.

Marilyn will be working on state's night out at annual conference. If anyone has suggestions, please get them to her.

Administrative Update: (due to conflicts, provided via e-mail by Judith Jones)



After not being able to fill the FCS State Program Leader position on our first attempt, we readvertised the position. We have had very few applicants yet again; however, with the help of Dean Quisenberry and Brian Calhoun, we are talking with a very strong possible candidate. One never knows how these recruitment efforts will go, but we are hopeful we can interest her in interviewing. We will provide more information as soon as we can.



Committee Reports:

Award & Recognition: Cristin announced the awards for 2005: Doris Heath, Continued Excellence. Jennifer Able and Heather Greenwood, placed third for the team award for Internet Education Technology. Kaye Stilwell, SCNEP assistant, Augusta, Para-Professional. Kim Edmonds, third for TV. Karen Poff received the Southern Region award for Early Child Care Training.

Member Resources: No report

Professional Development: No report

Public Affairs: Kim Edmonds announced the dates of the 2006 PILD conference, April 24-27. A discussion of the need to have a packet of information on VCE to leave with the senators and legislators

followed. Living Well week is the second week in March. We can have items available to use at the VESA general assembly display. Cristin moved we purchase key chains with inserts to have available for this purpose. Jan seconded. Celia amended motion to order 1000 for use at events. Kim seconded. Motion passed.

By-Laws & Standing Rules: The Northwest FCS agents are on this committee. Karen reported they have not met yet.

Finance: Celia reported the budget does not reflect expenses. She would like direction for preparing budget to reflect either full expenses or token amount. Following discussion it is recommended that each committee chair report true expenses to Celia by October so she can prepare a budget to reflect more accurate expenses.

District Reports:

Central: Jan Baker updated on FCS staffing. PD 11, Susan Prillamen and Jan baker. PD 12, Shalana Harrison and Megan Healey. PD 13, Ellen Smith. PD 14 Patsy Pelham. Beth Gillas is SCNEP coordinator. Several programs were highlighted including food safety, babysitter certification, healthy teens newsletter series, youth nutrition, and families reading together.

Northeast: Bonnie reported Alinda was in Australia presenting the TOP project. Workgroups around affordable housing and wellness have been set up as a result of the situational analysis.

Northern: Linda provided a staffing update. Arlington – Jennifer Abel. PD 10 – Judy Stevens (Louisa) and Viola Holmes (Albemarle). PD 9 – Christine Kastan (Orange) and Linda Murphy (Culpeper). Fauquier County position announced. PD 16 – Rochelle Lightner resigned. Prince William County – Nancy Stegon, Joe Botta, JoAnne Renton, and Robin Taylor. The positions that Viola, Rochelle, Nancy and one in Arlington were made permanent state positions from the restricted SCNEP positions. A new position in Fairfax is being advertised.

A review of situational analysis from the counties revealed the impact of growth in the district. Affordable housing, financial management, parenting, aging, afterschool activities for youth, childcare, childhood obesity, land stewardship, preserving farms were priority items in the district.

Southeast: Pauline was conducting interviews today. Bonnie reported they were looking at the situational analysis across the district. Current staff include Amy Moore, Lou Gore, Jena Moore Sibles, Karen Lunden, Bonnie Tazewell, Pauline Milbourn and Brenda Holden. A vacancy in Norfolk exists and may continue due to lack of local funding. Program emphasis includes personal financial management with military families in cooperation with credit unions, nutrition and wellness programs for local government employees, and nutrition education for childcare providers. Working with community agencies a look at housing education program opportunities is being assessed.

Southwest: One new staff in SCNEP in Roanoke.

Continuing Business:

2005 Annual NEAFCS Conference: Marilyn will be planning state's night out. If anyone has suggestions, please get them to her.

Statewide Situation Analysis: Dr. Hayhoe and other state specialists looked at the situation analysis for groups and themes. Elderly, housing, parenting, obesity, budgeting surfaced as major themes. No further information at this time.

VEAFCS Retreat: Will need to appoint more people to work with Flo on this. End of November, early December was determined to be the best time. Karen offered to work on this with Flo to pol membership for best date. One idea from past evaluations was to conduct a session on preparing winning award packages. Jan moved the association pay the cost for members to attend. Karen seconded. This motion needs to be voted on.

New Business:

Following discussion of our needed involvement in the selection process of a state FCS Program Leader, it was decided the president should write a letter requesting involvement in the process. The letter will go to the interim director and copied to Brian, Judith and Dean Quisenberry.

State FCS ELC – at the present there is still one representative from each district plus the president of VEAFCs. The revised by-laws of the ELC call for three plus the president. Brian will need to clarify when that takes effect. Current district representatives need to plan on attending the Sept. meeting.

The national association will be honoring a Friend of Living Well. Senator Charles Grassley, Iowa, will be the 2005 recipient. Members should consider a nomination from Virginia for next year.

Bonnie reminded the board that the national office has moved to Winchester.

Bonnie announced that she has been asked to serve on the e-extension committee. August 25 is her first meeting.

Jan brought to our attention the VAECE 2006 conference and shared a copy of the call for proposals. This is a great opportunity to submit to conduct a workshop as well as participate in some professional development opportunity.

Next meeting: **October 24, 10 a.m. to noon – conference call**
 January in-service – face-to-face

Meeting adjourned at 2:18 p.m.

Respectfully Submitted
Linda Murphy, acting secretary

Minutes
May 18, 2011

The meeting at Sweet Briar College was called to order by President Dawn Barnes at 9:47 am. The following were in attendance:
Dawn Barnes, Deb Chappell, Melissa Chase, Donna Daniel, Kim Elkins, Dr. Karen Gehrt, Dr. Franklin Jackson, Jane Henderson, Donna McBride, Karen Munden, Karen Poff, Susan Prillaman, Nancy Stegon, Tracy White, Brittany Wilkins.

Dawn shared to proposed bylaws change to Article 6 to allow for online voting for time sensitive issues. A “second” to the motion is obtained before the motion is emailed to the Board members. They have 3 business days to vote. This change has been adopted by the National Association to allow for a simpler and more timely procedure to conduct business.

The following were selected to fill vacancies on the VEAFCFS Board: Melissa Chase, Treasurer; Jane Henderson, Vice President of Member Resources; Donna Daniel, Vice President of Awards and Recognition. All officers, including those elected in 2010, were installed in a brief ceremony.

The NEAFCS meeting is coming up the end of September in New Mexico. So far about 6 Virginia members are planning on attending. Dawn encouraged others to consider registering.

Kim Elkins moved to allow Donna Daniel to act as a voting delegate from Virginia, if needed. The motion was seconded by Tracy White. The vote carried.

Karen Munden was recognized as the recipient of the Community Partnership Award for Project Learning Tree.

Donna Daniel encouraged everyone to submit for State awards this coming year. Deadlines will be in Jan. 2012, but plan now so you can submit without too much time required.

Donna Daniel was recognized for having just completed the Leadership Training Institute.

Deb Chappell asked about interest for a members' retreat in the coming year. Tracy White offered her home as a location. A date will be selected and more information will be forthcoming. We hope to have a mixture of fun and relaxing activities as well as some professional development.

There was a discussion about continuing to meet with VAFCS in the spring. Jane Henderson moved that we continue, seconded by Karen Munden. Vote passed. Deb Chappell did ask that others become involved in working with the VAFCS committee for the planning.

Dawn passed around a sheet to collect work cell phone and contact information.

The meeting was adjourned at 11:14pm.

Submitted by Donna H. McBride

Minutes

May 22, 2007

The meeting was called to order by President, Cristin Sprenger.

Minutes – Linda Murphy moved to dispense with the reading of the minutes. Beverly Samuel seconded; motion passed

Treasurer's Report – as of end of March, have \$11,000 in checking account and money market, have \$26,000 in scholarship. Have short budget till June and will start new budget starting in July. The association made \$461 profit on the joint VEAFCFS/VAFCS state conference. Over \$200 was raised with the silent auction to send in to scholarship fund at joint conference.

Budget – Celia presented the budget – July to July – most of figures stayed same. Doing another retreat at the same level as last year will cause us to use reserve funds. Can consider doing every other year, or decreasing travel reimbursement or less expensive location, can ask members to pay partial cost, etc. Board will need to decide how to proceed after next year. Board did decide to hold one for next year between July and December of 2007. Judy Midkiff solicited suggestions including ideas for

locations. Judy will send out a survey to solicit ideas from members.

Karen Poff moved to authorize the board to approve the budget, Linda Murphy seconded. Budget will be posted on the web and members can submit comments to the board. Motion passed.

Committee Reports:

Awards and Recognition – Cristin Sprenger reported for Doris Heath. Five awards went forward to National level. Winners should know by June if they won.

Member Resources – went around room to announce new members. New members will be contacted by Marilyn Morris.

Election of Officers:

Nominating Committee report – Judy Stevens reported the following slate of officers:

Treasurer – Melissa Chase

VP member resources – LaToyia Jones

VP of Awards and Recognition – Johanna Hahn

Northern District Representative – Viola Holmes

Central District Representative – Susan

SW District Representative – Joan Wages

Linda Murphey moved nominations closed, Donna Daniel second. – Nominations closed

Linda Murphy moved to accept nominations by acclamation – Judy Stevens second – nominations accepted by acclamation.

Karen Poff installed officers.

Continuing Business

Living Well newsletter – Heather Greenwood is the current editor and is working on the current issue. She needs articles. All members are encouraged to send her articles. State-wide newsletter, all can submit articles. Bobby Swain sends the newsletter out to offices' mailing lists. Editor's name goes on newsletter and local agents can send cover letter to go with the newsletter. Cristin encouraged all members to consider taking a turn serving as editor so that it's not a lot of work for one person

VEAFCS/VAFCS Annual Meeting – held on March 29th at the Holiday Inn in Staunton – Judy Midkiff reported – The meeting was very successful with positive evaluations. One-day conference was a new format. Approximately 50 people in attendance. Each association made about \$400 in profit. The conference met the planning committee's expectations and the VAFCS association wants to pursue co-sponsoring the conference again. Many participants have joint membership in the two associations. Need to consider the potential financial risk when considering co-sponsoring. Linda Murphy mentioned that participation has been lower because the administration no longer supports it as a professional development event. Seed money for the next conference is in place for next year. There was also some discussion regarding the timing of the conference and potential difficulties of holding a conference in March. Needs to be held prior to VAFCS national meeting. Need to get the date out earlier so that people can adequately plan around it.

Motion made by Celia Hayhoe to participate with VAFCS to do joint conference again next year. Linda Murphy seconded. There was continued discussion regarding the location and date. Judy Midkiff and Dawn Barns will welcome assistance in planning. Motion passed.

PILD – Berline Brown reported – April 23-25 – conference presented by JCEP – FCS breakout session conducted by public policy analyst and helped members understand how bills are passed and how to meet

with legislators. Best place to meet with legislators is at home. Email is not a preferred method to contact legislator. Call and speak to aid. Much emphasis placed on Create 21 for funding restructuring. Dr. Gehrt encouraged members to check with Dr. McCann or Dean Quisenberry to see what the college view of Create 21 is prior to speaking to legislators. The Dean and Dr. McCann have an expectation that you will contact them to make them aware prior to speaking to legislators. Dates are usually late April to early May. Association does pay for expenses (up to \$1100 for two delegates) from scholarship funds and members are encouraged to consider participating. There is also a national scholarship for those who are first time participators.

New Business -

President and Pres Elect are delegates for National Conference

NEAFCS St. Paul Minnesota – Sept. 17 – 20th 2007 – administration is encouraging participation

2008 National Conference will be held in Indianapolis – Sept. 14-18 – Galaxy conference with all professional associations. Members were encouraged to submit proposals for a poster session or a concurrent session. Dr. Gehrt strongly encouraged members to participate in national conferences.

Mary McFerrin thanked all members for their support of the EFNEP/SCNEP Program Assistants.

Minutes

May 24,2006

The Virginia Extension Association of Family & Consumer Sciences Meeting was held at the Virginia Extension Service Association Conference at Holiday Inn Kroger Select in Richmond, VA. The meeting was called to order by President Bonnie Tazewell at 9:40 a.m. There were 34 members in attendance; a list of the attendees concludes the minutes.

Minutes of the last conference call meeting were not available; however, Bonnie Tazewell stated that she will post notes from the conference call meeting to the VEAFCFS website.

FINANCE REPORT

The Finance Report was presented by Cristin Sprenger for Dr. Celia Hayhoe, who was absent due to illness.

The VEAFCFS Balance Sheet was presented with a money market balance of \$13,565.40 and a checking balance of \$2,156.46 for a total of \$15,721.88. Scholarship Balance Sheet was presented with a balance from Morgan Stanley \$24,674.57 and a balance of \$638.96 from Wachovia Bank for a total of \$25,313.53. Cristin Sprenger shared that Dr. Hayhoe notes indicated that there was not a recent statement available from the Scholarship Fund for preparation of the Scholarship Balance Sheet. Kay Burke corrected the Scholarship Balance Sheet information to the following: Morgan Stanley \$24,957 and Wachovia Bank \$1,332.34. The Treasurer's Report was received and filed for audit, with the noted correction in the minutes from Kay Burke.

The Scholarship Fund was discussed and a proposal was suggested by Bonnie Tazewell that consideration be given to having the Treasurer administer the Scholarship Fund along with the other finances. She stated that Kay Burke is a retired Extension Agent, and there had been a period when account information had not been accessible. Kay Burke indicated that she is a life member of VEAFCFS. There was much discussion and it was decided that the funds should continue to remain with Kay Burke since the original intent was to keep the scholarship fund separate. Beverly Samuel raised the issue that more than one person should have

access to the Scholarship Fund. Kay Burke stated that the Secretary of the organization has signing ability on both financial accounts. Beverly Samuel suggested that Kay contact Morgan Stanley and Wachovia to request that a statement should also be sent to the Treasurer. Kay said she would check to determine if there is a cost for an additional statement and if not she would take care of this task.

The proposed budget submitted by Dr. Hayhoe was discussed. There was discussion on the budgeted amount of expenses for the Scholarship Fund. Two thousand nine hundred has been budgeted for this year. Christine Kastan suggested that the Association encourage participation of Agents at the NEAFCS meetings by funding award winners. It was suggested that the Awards Vice President, Doris Heath review in committee the incentive awards for Agents attending national meeting and make a recommendation to the Board of Directors. Linda Murphy moved and it was seconded by Karen Poff that the Awards Committee also recommends the budget amount of awards incentives for next year. It was discussed that possibly the registration fee to attend the conference could be paid for all award recipients. Another suggestion made was to pay for 1st place national winners' registration fee to the conference. It was moved by Beverly Samuel and seconded by Karen Poff to approve the proposed budget submitted by Dr. Celia Hayhoe.

BYLAWS AND RULES GOVERNING THE ASSOCIATION CHANGES

The proposed changes in the Constitution & Bylaws and Rules Governing the Association were discussed. Please refer to the attached document for the changes.

Kay Burke raised a question as to whether the changes in the Constitution and Bylaws Section 1 regarding race, color, national origin, sex, religion, age, disability, political beliefs, sexual orientation, or marital or family status were in accordance with the 501 © 3 guidelines. Karen Poff replied that the change was made to be in accordance with Virginia Cooperative Extension's EEO statement. Cristin Sprenger stated that the Bylaws Committee would check on the Internal Revenue Service 501 © 3 guidelines. Karen Poff motioned to approve the Bylaws and Standing Rules, and it was seconded by Cristin Sprenger. The Bylaws and Standing Rules were approved with the changes presented in the documents.

NOMINATING COMMITTEE

The Nominating Committee was chaired by Berlin Brown. She requested volunteers and nominations from the floor for officers: The following officers were installed upon receiving nominations:

President-Elect	Kim Edmonds
Vice-President, Professional Development	Judy Midkiff
Vice President, Public Affairs	Dawn Barnes
Secretary	Jan Baker
<u>District Representatives</u>	
Northern	Judy Stevens
Southeast	Pauline Milbourne
Southwest	Mary Ann McFarland
Northwest	Katie McElroy

VAFCS/VEAFCS CONFERENCE

The joint conference of Virginia Association of Family & Consumer Sciences and Virginia Extension Association of Family & Consumer Sciences was discussed to determine if the membership wanted to continue with this joint venture. Bonnie Tazewell stated that Extension Agents attendance at the conference has been low for the past few years. There was discussion of the importance of professional development, and that our association should continue to support this effort. It was motioned by Cristin Sprenger and seconded by Alinda Uzel to support a one (1) day conference that would be held in the central part of the state.

AWARDS & RECOGNITION

Doris Health stated that we have four recipients of awards for National Extension Association of Family & Consumer Sciences Conference that will be held in Denver, CO in October.

New Professional – Joan Wages

Don Felker – Celia Hayhoe

Distinguished Service – Dawn Barnes

Continued Excellence – Beverly Samuel

Bonnie Tazewell also congratulated two Agents who have been accepted to present poster sessions: Beverly Samuel and Joan Wages.

MEMBER RESOURCES

Marilyn Morris gave a report regarding member resources. She indicated that there have been nine new FCS positions filled since May 2005 to May 2006. She recognized nine staff and she presented them with a welcome gift from the association. New hires or individual transferring to work in the FCS Program receive a complimentary membership to Virginia Extension Association of Family & Consumer Sciences for their first year.

LIVING WELL NEWSLETTER

Southeast District is in charge of the Spring Living Well newsletter. Bonnie Tazewell requested articles for inclusion in the newsletter from the membership. She indicated that there had been a clerical problem, which prevented completion of the newsletter in a timely period, but that the newsletter would be published soon.

The meeting adjourned at 11:00 a.m.

The following members attended the VEAFCFS Meeting:

Baker, Jan
Barber, Crystal
Barnes, L. Dawn
Botta, Joe
Brown, Berline B.
Burke, Kaye Webb
Clark, Victoria
Cole, Linda Jackson
Edmonds, Kimberly
Garr, Lou
Greenwood, Heather
Hahn, Johanna
Hathaway, Sylvia
Heath, Doris,
Holmes, Viola
Hutchins, Janet R.
Jewell, Annette
Jones, Latoya
Jones, Louetta

Kastan, Christine
Kindred, Gina
McFarland, Mary Ann
McFerren, Mary
Midkiff, Judy
Milbourne, Pauline
Pelland, Patsy
Renton, Jo Ann
Samuel, Beverly
Schlenker, Eleanor
Sprenger, Cristin
Stevens, Judy
Taylor, Robin
Tazewell, Bonnie
Uzel, Alinda

The subsequent pages are the attached Constitution & Bylaws and Rules Governing the Association Changes.

Respectfully submitted,

Beverly C. Samuel, CFCS
Senior Extension Agent
Family & Consumer Sciences
Virginia Cooperative Extension
Loudoun Office

CONSTITUTION AND BYLAWS
Virginia Extension Association of Family and Consumer Sciences
*Virginia Affiliate of the National Extension Association
of Family and Consumer Sciences*
Revised April 1, 2003

ARTICLE I

NAME AND OBJECTIVE

Section 1. The name of this corporation is the Virginia Extension Association of Family and Consumer Sciences, hereafter known as the Association.

Section 2. The articles of incorporation are registered in Virginia.

Section 3. The objectives of the Association are:

1. Promote VEAFCFS and NEAFCS professional growth and development by:
 1. Recognizing leadership and achievement.
 2. Exchanging of effective educational methodology used in Extension programs.
 3. Promoting a professional image of the Extension Educator, Family and Consumer Sciences.

- B. Encourage continued support from all levels of the Extension administration.
- C. Promote communication, among all relevant groups, regarding achievements in the area of Extension Family and Consumer Sciences.
- D. Prioritize programs that meet current social needs and national concerns affecting families and communities.
- E. Provide for VEAFCFS membership and vitae on a website thus strengthening the State Association.

ARTICLE II

MEMBERSHIP

Section 1. The Association is committed to the active involvement of all its members regardless of race, color, gender, disability, age, religion, national origin, or veteran status *race, color, national origin, sex, religion, age, disability, political beliefs, sexual orientation, or marital or family status*. All members will be encouraged to participate in programs and activities and take leadership roles in the Association.

Rationale: This wording is consistent with the current EEO statement used by Virginia Cooperative Extension.

Section 2. Any Extension employee holding a professional appointment who has a degree in family and consumer sciences/home economics or a related field and who is engaged in work in counties/cities, areas, or on the state level, may upon payment of the specified annual dues, become an active member of the Association. Individuals who meet other criteria for membership, but hold a degree in a field other than Family and Consumer Sciences/Home Economics, must have their credentials reviewed and approved for membership by the Association's Membership Committee.

Section 3. Life Member

- A. Any former Extension employee who has been a member of the Association for at least 10 years will be granted life membership upon application to the President and payment of a one-time fee to the Association.
- B. Life members shall be granted the following rights and privileges:
 - 1. They may receive awards, fellowships, and grants.
 - 2. They may serve on committees.
 - 3. They shall receive all publications upon payment of an annual subscription fee.
 - 4. They shall receive the conference registration brochure at no charge.
 - 5. They may serve as a voting delegate.
 - 6. They shall not be eligible for office.

Section 4. Honorary VEAFCFS membership may be presented by action of the Executive Board to persons making outstanding contributions to Family and Consumer Sciences.

ARTICLE III

DUES

Section 1. The dues for annual membership in the *state* association shall be established by the members at the Annual Business Meeting of the Association. Written notification of proposed changes in the dues shall

be made known to the members 30 days prior to the Annual meeting, at which time a vote is to be taken. *Dues changes that occur at the national level shall be effective as soon as they are enacted by NEAFCS.*

Rationale: We have no control over the national dues. Dues changes that occur at the national level may be required to be implemented prior to the next VEAFCs annual meeting; therefore, the membership might not have the opportunity to vote prior to paying the increased national dues.

Section 2. The VESA Treasurer shall send to the VEAFCs Treasurer the dues collected and a list of members.

Section 3. The Treasurer of the Association shall send to NEAFCS a list of members and dues collected.

Section 4. The one-time fee for life membership shall be three times the amount of dues assessed for NEAFCS active members.

Section 5. The membership year of this Association shall be from January 1 to December 31 inclusive.

ARTICLE IV

OFFICERS

Section 1. The elected officers of the Association shall be: President, President-Elect, Vice President for Public Affairs, Vice President for Member Resources, Vice President for Awards and Recognition, Vice President for Professional Development, Secretary, Treasurer, and Immediate Past President. The Registered Agent shall serve as ex-officio member of the Board.

Section 2. Terms of Office

- A. A President-Elect shall be elected in the even year to serve for two years as President-Elect and shall serve as President the following two years or until the successor has been elected. The President-Elect must have previously served on the Association's Executive Board. ***Current members of the Executive Board are eligible to be elected as President-Elect and may complete the final year of their current term concurrently with the first year of their term as President-Elect.***

Rationale: Members who meet the criteria for President-Elect may be currently serving on the Board. The first year of the President-Elect's term exists primarily to provide a back-up in the event that the President cannot serve. Therefore, a member could serve in both their current role and the role of President-Elect without any detriment to the Association.

- B. The Vice President for Member Resources, Vice President for Awards and Recognition, and Treasurer shall be elected in odd years to serve a term of two years or until their successors have been elected.
- C. The Vice President for Public Affairs, Vice President for Professional Development, and Secretary shall be elected in the even years to serve a term of two years or until their successors have been elected.

Section 3. All officers shall assume duties July 1.

Section 4. No member may serve more than one consecutive term in the same elective office.

Section 5. Vacancy of Office

- A. A vacancy in the office of President shall be filled by the President-Elect.
- B. In the event of a vacancy in the office of the President-Elect, the Executive Board shall appoint the Vice President for Public Affairs as acting President-Elect for the unexpired term. The acting President-Elect shall assume the duties and powers of the office of President-Elect, except that the acting President-Elect shall not automatically succeed to the office of President. In years when the President-Elect has been appointed by the Executive Board, both a President and a President-Elect shall be elected for the following year. The acting President-Elect shall be eligible for election to either position.
- C. In the event of vacancies in the offices of both President and President-Elect, the Vice President for Public Affairs shall succeed to the office of the President for the unexpired term. In addition, the individual shall be eligible to seek election to the office of President or President-Elect the following year. The vacancy *vacancies* thus created in the office *offices* of **President-Elect and** Vice President for Public Affairs and any other vacancy, shall be filled by a ballot vote of the Executive Board.

Rationale: Two vacancies are created by the succession of the Vice President for Public Affairs to the Presidency.

- D. In the event of a vacancy in the office of Immediate Past President, the vacancy shall be filled by the most recent Past President.

Section 6. Duties of Officers

- A. President
 - Work with the District Contact Persons in coordinating their efforts in carrying out the organization's objectives and programs.
 - Give administration guidance and direction to the programming of the Association.
 - Call and preside at Executive Board Meetings.
 - Appoint all committees.
 - Serve as a member ex-officio of all committees except Nominating.
 - Approve the payment of bills.
 - Preside over the Annual Session.
 - Strengthen public relations and maintain cooperative relations with other organizations.
 - Exercise all powers and duties generally pertaining to the office of President as outlined in the NEAFCS Administrative Manual under "Duties of State/Territory Affiliate President."
 - Serve on the VESA Board and Extension, college, and university committees/councils as invited **or appoint someone to represent the Association.**

Rationale: Depending on the circumstances, the President may not be able to fulfill the responsibility of serving personally on all invited committees and councils.

- Attend NEAFCS Annual Meetings.
 - Attend Southern Region Joint Council of Extension Professional (JCEP) Officers Workshop.
 - Serve as voting delegate at the national meetings.
- President-Elect
 - Serve as general program chairman of the Annual Session.
 - Serve on the VESA Program of Work Committee.
 - Serve as chairman of the long-range plan for VEAFCs.
 - Perform all the duties of the office of the President in the event of absence, disability, or at the request of the President.
 - Attend NEAFCS Annual Meetings.
 - Attend Southern Region Joint Council of Extension Professional (JCEP) Officers Workshop.
 - Serve as voting delegate at the national meetings.
- Vice President for Public Affairs shall:
 - Perform all the duties of the office of the President in the event of absence, disability, or at the request of the President and President-Elect.
 - Chair and serve as the liaison between the Public Affairs Committee and the Executive Board.
 - Serve on the Public Affairs national committee and serve as liaison from national to state.
 - Coordinate the committee to develop and implement an action plan which addresses issues related to external communications, coalition building, public policy education, and funding opportunities, as defined by the Executive Board.
- Vice President for Member Resources shall:
 - Chair and serve as the liaison between the Member Resources Committee and Executive Board.
 - Serve on the Member Resources national committee and serve as liaison from national to state.
 - Coordinate the committee to develop and implement an action plan that addresses issues related to networking opportunities for members with diverse and similar interests. Encourage active participation and leadership.
- Vice President for Awards and Recognition shall:
 - Chair and serve as the liaison between the Awards and Recognition Committee and the Executive Board.
 - Serve on the Awards and Recognition national committee and serve as liaison from national to state.
 - Coordinate the committee to develop and implement an action plan which addresses issues related to awards.
- Vice President for Professional Development shall:

- Chair and serve as the liaison between the Professional Development Committee and the Executive Board.
- Serve on the Professional Development national committee and serve as liaison from national to state.
- Coordinate the committee to develop and implement an action plan which provides opportunities for members to develop professionally.
- Secretary shall:
 - Keep complete accurate records of all meetings of the Executive Board and the Association.
 - Keep an accurate list of retired members.
 - Send and file appropriate correspondence.
- Treasurer Shall:
 - Receive and keep accurate records of money received and disbursed.
 - Verify and pay all approved bills.
 - Keep the official record of all memberships.
 - Serve as chairman of the Finance Committee.
 - Submit to the membership a report of all the monies of the Association.
 - Submit books to Audit Committee appointed by the President when treasurer changes.
- Immediate Past President Shall:
 - Serve as Parliamentarian at all Association meetings.
 - Give counsel to the Executive Board.
- Registered Agent Shall:
 - **Be a** non-voting board member.

Rationale: Editorial change.

- Complete annual report for State Corporation Commission.
- Maintain a permanent address for the VEAFCs organization.

ARTICLE V

DISTRICT CONTACT PERSONS

Section 1. Each district shall elect a District Contact Person to conduct business and promote objectives of this Association at District Meetings and serve on the Executive Board.

Section 2. District Contact Persons shall be the liaison between the Executive Board and the members in the district.

Section 3. District Contact Persons shall serve a two-year term. (See Standing Rules for election rotation.)

ARTICLE VI

EXECUTIVE BOARD

Section 1. The Executive Board shall consist of the elected officers, the District Contact Persons, and the Immediate Past President and Registered Agent as non-voting members.

Section 2. Executive Board meetings shall be held at the call of the President.

Section 3. The duties of the Executive Board are to formulate policy and transact business of the Association between Annual Meetings.

Section 4. All vacancies, with the exception of District Contact Persons, shall be filled by appointment of the President, with the approval of the Executive Board, for the unexpired term.

Rationale: Resolves the conflict between this section and Article IV, Section 5C, which states that vacancies are filled by a ballot vote of the Executive Board.

Section 5. *Section 4.* The State Program Leader, Family and Consumer Sciences, shall serve as Liaison to the Association and, therefore, to the Executive Board.

ARTICLE VII

NOMINATING AND ELECTING

Section 1. The President appoints a chair of the Nominating Committee composed of one representative from each Extension District. They shall present a slate of candidates consisting of at least one nominee per office to the membership prior to the annual meeting.

Section 2. Nominations may be made from the floor provided nominee meets the qualifications specified in the Standing Rules.

ARTICLE VIII

STANDING COMMITTEES

The Standing Committees are:

1. Member Resources
2. Public Affairs
3. Awards and Recognition
4. Professional Development
5. Bylaws
6. Finance
7. Nominating.

ARTICLE IX

MEETINGS

Section 1. There shall be one Annual Business Meeting of the Association, which shall be held prior to July 1 to further the objectives of the Association, elect officers, receive reports of officers and committees, and transact any other business that may arise.

Section 2. The President, with the approval of the Executive Board, may call a special meeting of the

Association to transact business.
Section 3. Members in attendance shall constitute a Quorum.

ARTICLE X

AMENDMENTS

Section 1. These By-Laws may be amended at any meeting of the Association by vote of 2/3 of the members present.

Section 2. Notice of proposed amendments shall be sent to the membership 30 days preceding the meeting. Amendments may originate at the previous meeting or with the Executive Board.

ARTICLE XI

PARLIAMENTARY AUTHORITY

Section 1. ROBERT'S RULES OF ORDER, NEWLY REVISED, shall govern the proceedings of VEAFCFS & NEAFCS in all cases not provided for in the Constitution and By-Laws, and the Standing Rules, and Policies.

RULES GOVERNING ASSOCIATION

Virginia Extension Association of Family and Consumer Sciences
*Virginia Affiliate of the National Extension Association
of Family and Consumer Sciences
Revised April 1, 2003*

I. Committees

The Association Standing Committees are Member Resources, Public Affairs, Awards and Recognition, Professional Development, Bylaws, Finance and Nominating.

1. For better functioning, there should be a vice president or committee chairman who will appoint a co-chairman for each committee as needed. Committee members will serve for two years.
2. The Vice President or chairman should maintain an up-to-date file of the yearly reports and pass them on to **his or** her successor.

Rationale: This statement is more inclusive.

3. The Vice President, in consultation with their committees, will each develop a plan of action. The plan of action will be posted on the web site.
4. Stationary: The stationary wording will be "NEAFCS – National Extension Association of Family and Consumer Sciences – Virginia Affiliate." No letter of Association business is to be sent with franked envelopes or Extension Stationary.
5. Outgoing officers transfer records to incoming officers immediately upon leaving office. wards and Recognition

II. Awards and Recognition

1. The number of DSA and Continuing Excellence recipients recommended yearly is based on paid membership as of February 1.
2. The Association will follow all rules and regulations established by NEAFCS pertaining to Awards and Recognition.
3. An Outstanding Team Award will be given annually if entries merit it.
4. An Advocate Award will be given annually if entries merit it.

III. Member Resources

1. Eligible Extension Employees are invited to join VEAFCFS and NEAFCS.
2. Out-of-State Transfer: A member of good standing of another Association will be given membership in the Virginia Affiliate until December 31 of the current year, since they are already members of the National Association.
3. Re-employed agents must pay dues upon employment.
4. A newsletter will be posted on the web site to inform members of association business.
5. Any former Extension employee who has been a member of NEAFCS for at least 10 years will be granted Life Membership upon payment of a one-time fee to the Association (NEAFCS).
6. Notices of deaths, sickness, marriage, births, etc. should be channeled by the District Contact Person to the Vice President – Member Resources.

IV. District Contact Persons

1. District Contact Persons from the South West, Central, and North East districts will be elected in odd years; District Contact persons from South East, Northern, and North West will be elected in even years. Terms begin July 1 of the year elected.

V. Delegates for National Meeting

- 1.

The President and President-Elect will be two of the voting delegates and the balance of eligible voting delegates, determined by membership, and an equal number of alternates will be elected for a two-year term.

1. Criteria for nomination of voting delegates:
 1. A paid member of VEAFCFS and NEAFCS.
 2. Attended three National Meetings, agreed to serve for two consecutive years and also meet some of the following:

1. Served as a State Officer.
2. Served as a State Committee Member or Committee Chairman.
3. Served as a National Committee Member or Committee Chairman.
3. Expectations while attending the National Meeting:
 1. Attend Open Forum for membership and voting delegates.
 2. Attend Regional and Annual Business Meetings.
4. Election of voting delegates:
 1. Contact voting delegates selected by districts. If willing to serve for two years, they will be nominated as voting delegates for election.
 2. The persons receiving the most votes would serve as voting delegates. The others would be the alternates, descending in order according to the number of votes.