

TEXAS EXTENSION EDUCATION ASSOCIATION, Inc.
SPRING BOARD MEETING
4-H Center Leadership Lodge – Brownwood, Texas
May 5, 6 & 7, 2014

GENERAL SESSION – LEADERSHIP LODGE, MONDAY, MAY 5, 2014

Call to Order by President Cathy Hanzik, at 7:00 pm.

Prayer – Julia Moseley

Pledges to the American & Texas Flags recited by all.

TEEA Creed – Millie Barrow

TEEA Motto recited by all.

TEEA Mission – Millie Barrow

Thought for the Day – Lela Goar

Roll Call & Introductions – Julie Neusch

Credentials Report – Lynda French (Att. 1)

Voting members 24 Non-voting members 0 Visitors 2

Extension Personnel 2 Total Participation 28

A quorum was established. Credentials Report Adopted.

Board Meeting Agenda was adopted by the Board.

Welcome to Board Members – Cathy Hanzik

Approval of Minutes – Julie Neusch. 2013 Fall Board Minutes X

2013 Fall Executive Committee X

Appointed to approve these minutes – Nyanza Price & Kay Taylor

Tellers for this meeting – Ola Culwell, Debbie Gillespie, Lynda French, & Betty Baughn

Treasurer's Report – Kay Jacob: 10/1/2013 – 4/30/2014 Income \$58,274.72

Expense \$16,698.53. Report will be filed for audit. (Att. 2)

Correspondence – Julie Neusch: Thank-you notes from 3 scholarship winners and from the 4-H Youth Development Foundation, and an invitation to this year's 4-H Roundup.

Letter from Alby Peters, District 1, asking that we consider a state-wide project, in which members "Tie One On" one day each year in November, when members do volunteer work while wearing an apron from the past, and get publicity for TEEA, following the pattern of the 4-H One-Day event. She also asked that we engage Ellyn Anne Geisel for our keynote speaker at this year's conference. (Att. 2a)

Texas A&M AgriLife Extension Update – Dr. Judy Warren: Discussed getting FCS Agents back on board with TEEA.

Executive Committee Recommendations – Julie Neusch:

- (1) That "funds will not be issued to Education Chairs prior to the State TEEA Conference and signed receipts will be reimbursed by the State TEEA Treasurer up to a limit of \$500 each." Motion was and adopted. (Att. 3)
- (2) That "the committee be set up to investigate an investment of \$10,000 in something other than a CD which could yield more money and give them permission to carry out that change." Motion was tabled until tomorrow. (Att. 4)

(3) That "TEEA no longer carry insurance through American Income Life Insurance Company or any other insurance company for TEEA meetings and the TEEA State Conference." Motion was adopted, and is effective immediately. (Att. 5)

Monthly and Annual Reports – Kay Taylor & Dr. Joyce Cavanaugh: Committee has been working on improving & streamlining the reports. After some slight adjustments, the new report forms will be implemented in the next reporting period, beginning Oct. 1, 2014.

Outstanding Education County & Honor Roll of Counties – Millie Barrow: Guidelines are being written for choosing winning counties, and will be included in the Manual.

EIN's – Millie Barrow has been filing for each club in the state, and will finish soon. Each District Director will receive receipts for the clubs in their respective districts. Next year each club, association & district will be responsible for filing their own 990-N.

Emeritus Membership – This will be included in the Bylaws after approval at the state conference.

The TEEA Messenger – Lela Goar gave the financial report for the Messenger. The balance as of May 5, 2014 is \$590.00. The last issue (Feb. 2014) was printed in color, which was the printer's mistake. They only charged for black & white since it was their error. Lela calculated that it would cost less than \$2.00 per year per member to continue publishing the Messenger in color. (Att. 6)

Motion: Lela Goar moved that "the Messenger be printed in color." Motion was seconded and adopted. (Att. 7)

87th TEEA State Conference – September 9 & 10, 2014, at MPEC in Wichita Falls
Theme – "Love, Faith & Devotion"

Meals – Julia Moseley & Kay Jacob: All meals will be catered by Monarch Catering.
Prices for conference attendees:

Alumnae Luncheon, Tuesday – Deluxe Sandwich Buffet – \$20

Lunch & Learn, Wednesday – Croissant Box Lunch, cost included in registration fee

Banquet, Wednesday – Chicken Piccata – \$20

TEEA Banner – Cathy Hanzik handed the TEEA banner to Nelda VanHoose, for use at the conference.

Hotels – Cathy Hanzik: The Hotel at Wichita Falls (Headquarters), and Best Western Plus University Inn & Suites

Host Districts 1 & 2 – Rosabelle Leal & Kaylene Layton: Plans are going well. Most things on their checklist have been taken care of. District 2 is in charge of Cultural Arts; District 1 is in charge of the Country Store. There will be 4 raffle baskets. Door prizes will be 25 \$10 gift cards.

Board position openings for 2014-2015 are Second Vice-President for Programs, and Secretary. Candidates for Second VP are Nelda VanHoose (D2) & Nyanza Price (D8). Kaylene Layton (D2) is the sole candidate for Secretary.

The four Education Chairs for 2014–2016 will be Jan Meador (D1), Cita Honeycutt (D3), Connie Troxell (D5), and Cathy Hanzik (D9).

4-H Foundation Representative, Violet Alexander would like to serve until September 2015. **Motion:** Millie Barrow moved that "we accept Violet Alexander as 4-H Foundation Representative to serve until September 2015." Motion was seconded and adopted. (Att. 8)

TEEA DVD, Celebrating Smith-Lever Act of 1914 – Ask members to send their photos to Julia Moseley for updating the DVD to use as a slide show during the conference.

Exhibitors for Tuesday morning during registration – Committee to work on this will be Julie Neusch, Cathy Hanzik, Kay Jacob, Millie Barrow, Julia Moseley & Kay Taylor. Julie will be finalizing the cover letter and exhibitor agreement, and pursue exhibitors in Wichita Falls. The agreements will be mailed back to her.

Dress code for Banquet – Sunday Best. Pictures will be taken after the Banquet. There will be no reserved tables for the board members. Districts 1 & 2 will take care of Installation of Officers.

2015 TEEA State Conference in Waco – September 15 & 16, 2015

Possible host cities for the 2016 conference will be invited to give presentations at the Fall Board Meeting in November 2014.

Committee assignments reviewed – Cathy Hanzik

Meeting recessed at 11:00 pm, until morning.

TUESDAY, MAY 7, 2014

General Session reconvened at 8:30 am by President Cathy Hanzik.

Prayer – Clara Ball

Thought for the Day – Violet Alexander

Credentials Report – Lynda French (Att. 9)

Voting members 24 Non-voting members 0 Visitors 2

Extension Personnel 2 Total Participation 28

A quorum was established. Credentials Report Adopted.

It needs to be clarified in the Manual, including the application forms that the scholarship money is given half in one semester, and the other half the next semester. Also, clarify the need for the student to get their information to the TEEA Treasurer, and that the scholarship is from TEEA, not from 4-H. A sample letter for District Scholarships should also be added to the Manual.

Concerning tabled motion from yesterday (Att. 4): Motion: Betty Baughn moved to amend the motion, that the investment should exceed the recommended \$10,000, and be increased to \$30,000. Motion was seconded and adopted. (Att. 10) **Motion:** Gwen Risinger moved that the motion to form an investment committee be amended so that the Investment Committee provides information to the Executive Committee, who chooses the investment. Motion was seconded and adopted. (Att. 11)

Amended Motion: “That the committee be set up to investigate an investment of \$30,000 in something other than a CD which could yield more money. Investment Committee will provide information to the Executive Committee, who will choose the investment.” Motion was adopted.

Motion: Millie Barrow moved that “funds to support District-wide 4-H food and clothing related contests be submitted to the 4-H Foundation and monies be distributed to each District TEEA in equal amounts. Following District events an annual report to be submitted to the TEEA Treasurer describing how the funds were used. The TEEA Executive Committee will execute a memorandum agreement with the 4-H Foundation outlining management of TEEA funds.” Motion was seconded and adopted. (Att. 12)

Goals from May 2013 reviewed – Cathy Hanzik: The Board has been working on all goals, but more needs to be done in all areas, especially Social Media & Recruitment of new members. It was decided that we need to formulate a short “Elevator Speech” that can be used when members are asked about TEEA. Cathy assigned board members who have time today to each write an “Elevator Speech”, and they will be reviewed by the whole board before we leave this meeting. We’ll keep working on all goals.

Meeting recessed at 10:15 am, for Training Meetings.

Committee Meetings began at 1:15 pm.

Meeting reconvened at 4:40 pm, after Committee Meetings.

2014 TEEA State Conference Schedule Review – Cathy Hanzik (Att.13)

Pages are needed from across the state to serve at the conference. District Directors are to email names of interested persons to Kaylene Layton.

Committee Reports:

Financial Review – Kay Taylor (Att. 14)

CVU – Gwen Risinger (Att. 15)

Name Badge – Kay Jacob for Martha Crawford (Att. 16)

4-H Foundation Representative Report – Violet Alexander (Att. 17)

Alumnae – Grace Glaze (Att. 18)

Adult Career Scholarship – Nelda VanHoose: **Motion:** Committee recommends that on page 12-12 of the Manual, the first sentence of item #2 be changed to “The applicant must be enrolled in an accredited institution by the time this application is turned in to the District Director.” Motion was adopted. (Att. 19)

Cultural Arts – Ola Culwell (Att. 20)

Credentials – Lynda French (Att. 21)

Election – Nyanza Price (Att. 22) **Motion:** Committee recommends that “Voting shall use one or two ballot boxes.” Motion was adopted. (Att. 23)

Web – Julie Neusch (Att. 24)

Education Committee Training Report – Kay Taylor & Julie Neusch (Att. 25)

Resolutions Committee – Edith Jones (Att. 26)

Texas Treasure Award winner was announced. TBA at Conference.

“Elevator Speeches” were submitted by Julia Moseley, Una Kunkel, Grace Glaze, Lela Goar, Judith Finke & Nelda VanHoose. These will be put into the next Messenger, and everyone is encouraged to pick one to memorize.

President Cathy Hanzik appointed Judith Finke to replace Nyanza Price as Election Chair for the conference, since Nyanza is running for office. Ola Culwell was appointed teller.

Meeting Recessed at 6 pm, for supper.

Leadership Committee met again at 7:30 pm, to choose the winner for the Leadership Award.

WEDNESDAY, MAY 7, 2014

Meeting reconvened at 8:30 am by President Cathy Hanzik.

The proposal from Alby Peters, Potter County, District 1, was considered by the board.

(See Correspondence, p. 1) The board decided against the proposal as a state-wide

project, but encourages the districts, counties & clubs to do this if they want. The board also decided against having Ms. Geisel as a keynote speaker, since it would cost much more than our budget allows.

President Cathy Hanzik appointed the Committee to investigate the investment options: Gwen Risinger, Kay Jacob, & Agri-life Financial Specialist Nancy Granobsky. Nancy will set up a conference call, and the committee will have a plan to recommend to the Executive Committee by May 31.

Committee Reports Continued:

TEEA Sales – Kay Jacob (Att. 27)

Finance – Kay Jacob: Oct. 1, 2014 – Sept. 30, 2015 Budget was adopted by the Board. (Att. 28)

District Directors' Training Report – Millie Barrow & Kay Jacob (Att. 29)

Leadership – Millie Barrow (Att. 30)

Bylaws – Millie Barrow – Proposed bylaws and standing rules were approved by the Board, and will be presented at the 2014 TEEA State Conference. (Att. 31)

TEEA Manual – Julia Moseley (Att. 32)

At this meeting, Coins for Friendship brought \$94.05; Dollars for Scholars brought \$79.25.

The Texas Leadership Award winner was announced. TBA at Conference.

The Fall Board Meeting will be Nov. 3-5, 2014.

Meeting adjourned at 9:37 am.

APPROVED:

Julie Neusch
Julie Neusch, Secretary

Nyanza Price
Nyanza Price

Kay Taylor
Kay Taylor, 2nd VP for Programs

5-15-14
Date

5-17-14
Date

5-23-14
Date