

**LEAFCS Winter Board Meeting**

**LSU Tureaud Hall**

**December 11, 2018**

**Call to Order and Welcome**

LEAFCS President, Brittney Seay, called the meeting to order at 10:38 a.m.

**Inspirational Reflection**

Terri Crawford gave an inspirational reflection with “Be Thankful”.

**Pledge of Allegiance**

Brittney Seay led the members in the Pledge of Allegiance, keeping our wonderful country at the forefront of what we do.

**Minutes & Correspondence**

Secretary, Shannan Chevallier, read the minutes from the previous meeting. A motion was made by Karen Jones to accept the minutes as read and was seconded by Shatonia McCarty. The motion passed. There was no new correspondence to report at this time.

**Financial Report**

Treasurer, Mandy Armentor presented the financial reports.

As of December 4, 2018, LEAFCS accounts have the following balances:

* General Checking - $7,652.11
* General Savings - $10,337.33
* Scholarship Savings - $2,473.01
* General CD - $22,699.20
* Maxine Reeves CD - $ 6,354.64
* Maxine Reeves Checking - $1,337.03
* Total Balances - $ 50,853.32

The Maxine Reeves CD and Checking will be consolidated and transferred to our general account. A line item Maxine Reeves Award fund will be created and disbursed through our general account per the board and membership recommendation of the Winter Meeting in 2017.

It was brought to the board’s attention that our checking account would come up short once t-shirt bill was paid. Board agreed to move $1,500.00 from savings to checking to suffice the t-shirt bill, and that member dues would be coming in which would help with this expense as well. Once the shirts have sold, the $1,500.00 will be replenished in the savings account. Terri Crawford made a motion to accept the movement of the $1500.00 from general savings to general checking and that the finance committee hold a meeting to come up with a plan of action to stabilize the general checking account. The motion was seconded by Robin Landry, and carried out.

**Standing Committee Reports**

**Public Affairs**

The Public Affairs Committee report was submitted by Alethia Lawrence and presented by Brittany Seay in Alethia’s absence. Once email has gone out regarding submission for Impact reporting, Alethia will email LEAFCS member with details and instructions regarding impact reporting.

**Member Resources**

Tiffany Williams reported that submissions for The Aggregate were sent out on 9/6, 10/3, and 10/24. The 2018 edition of The Aggregate will be published on December 18, 2018. Thanks to all who submitted articles and pictures. Tiffany asked for a volunteer to assist her in reading over The Advocate. Robin Landry volunteered to help in this matter.

**Awards and Recognition**

Karen Jones gave the Awards and Recognition Report and let the board know the following:

* Email had been sent to remind LEAFCS members that the awards link at NEAFCS opened December 1, 2018.
* Email had been sent informing LEAFCS members that the NEAFCS has 2 webinars about awards.
* The deadline for LEAFCS awards submission is Friday, February 15, 2019.
* All LEAFCS dues must be paid by December 16, 2018 to Mandy, in order to eligible for awards.
* Email was sent to LEAFCS committee members that will judge the 2019 awards.
* Committees are as follows:

Awards and Recognition

Special Awards

Public Affairs

Member Resources

Website – to update winners, etc. on site.

* All LA winners will be submitted to VP of awards by March 15, 2019 to NEAFCS.
* Terri Crawford created a fillable LEAFCS data form, which will be emailed to LEAFCS members after Annual Conference, to be sent back to the VP of Awards.
* If there are any new members or new hires, please contact Karen Jones so she can get forms to them.

**Professional Development**

Cynthia Stephens reported NEAFCS professional development webinar opportunities on Tips and Tricks for Submitting a Successful Concurrent Session/Showcase of Excellence/Ignite or Worlds Café Proposal, and Birds, Bugs, and the Benefits of Collaboration in Supporting Children’s Senses of Wonder through Nature. The American Council on Exercise have short oral videos and written publications that work with the following programs:

* Your Brain on Exercise: The Neuroscience behind a good workout
* Are you using the Right Cooking Oils?
* 2019 Resolution Ready?
* Six Simple Steps for Better Grocery Shopping.

Cynthia also provided some important conference dates to mark our 2019 calendars. Conference dates are as follows:

* LEAFCS – April 2-4, 2019, West Monroe, LA
* National Health Outreach Conference – May 1-3. 2019, Fort Worth, TX.
* NEAFCS – September 30- October 3, Hershey, PA

**Regional Directors**

**Region 1**: Markaye Russell reported LEAFCS members have been encouraged to renew their membership and to encourage others to join. There were a total of 15 members for 2018, and we are hoping to exceed this number for 2019. Region 1 members are asked to notify Markaye Russell, when they join or renew their membership so a list can be compiled.

**Region 2**: Sandra May reported an email had been sent out to FCS state office faculty and agents in Region 2, to remind members to rejoin and encourage new members to join. Personal contact was made with state office faculty to encourage renewals and new memberships. Some dues were collected. At the time of report, there was no final count of those who have paid their dues.

**Special Committee Reports**

**Member Recognition Report**

Diane Uzzle, Member Recognition Chair, has nothing to report at this time, as we are in the middle of registration for the new fiscal year.

**Special Awards Report**

Jessica Randazzo has nothing to report at this time.

**By-Laws Report**

Shatonia McCarty reported there are no changes to the LEAFCS by-laws that need to be reported.

**Faculty Council Report**

In the absence of Alethia Lawrence, the Faculty Council Report was read by Brittney Seay. Claire Zak was only member volunteering to run and represent LEAFCS in the position for Off-Campus Assistant rank. There were no volunteers for any other positions available for fulfillment on the Faculty Council.

**Audit Report**

In the absence of Grace Peterson, there was no report presented for the Audit Report.

**Handbook Report**

Mandy Armentor reported that the handbook was revised in the past year with updates made following last year’s convention, as members passed, and will be updated again after the spring meeting. Each member was emailed a copy of the updated handbook on August 30, 2018.

**Marketing Committee**

Aneisha Andrus reported that the LEAFCS website has been updated with the 2018 LEAFCS handbook and the upcoming LEAFCS conference save the date flyer with the 2019 Theme: Make it Happen! Make it Matter! Aneisha asked for anyone to make suggestions of ways they can make website more appealing to future members.

**Nominating**

Shatonia McCarty reported the following LEAFCS officers would be open for the 2019-2020 term, with some already being nominated and accepting those positions as follows:

President Elect (Reg 1) -

VP Awards and Recognition (Reg 1) – Alethia Lawrence

VP Public Affairs (Reg 2) – Bertina McGhee

Treasurer (Reg 1) – Cathy Agan

**Ways & Means**

Becky Gautreaux informed us that 1,618 Livestock t-shirts had been ordered and encouraged everyone to get on board helping to sell them, as this is our LEAFCS fundraiser.

**Website**

Valerie Vincent brought it to the boards attention that it had been addressed and voted on that the website committee was to merge with the marketing committee, as there would be no further reporting going forward.

**Scholarship**

Robin Landry informed the board that scholarship applications had been turned into a fillable document, making it easier for submission. There will be an announcement with deadline for applications sent out in the early part of 2019.

LEAFCS Convention

**Convention Arrangements**

Cathy Agan, Convention Arrangements Chair reminded the group of the 2019 LEAFCS Convention which will be held April 2-4, 2019 in West Monroe, Louisiana. The convention will be held at the Holiday Inn Express at 603 Constitution Drive in West Monroe. Our theme this year will be Make it Happen! Make it Matter!

Registration for Board members will begin at 11 AM, followed by board meeting at 11:30 AM, on April 2, 2019. Registration will open for all members at 1 PM with the Opening Session beginning at 1:30 PM, all being held at the Holiday Inn Express. Fun night will follow, including dinner, paint your own canvas, and a party for the 85th birthday of NEAFCS at the Ouachita Extension Office.

On Wednesday, April 3, there will be a combination of speakers and tour stops. We will explore the simple life through Mind and Body Wellness, meet a celebrity chef, and tour some local spots working to promote health and wellness. The evening will be free to enjoy dinner on your own. On April 4 we will enjoy a cap note speaker and celebrate our accomplishments with an awards luncheon before travelling home.

**Convention Program**

There was no report for the convention program, as Cynthia Stephens was absent.

**Convention Sponsorship**

Terri Crawford reported there had been a total of 24 letters sent out to potential sponsors. There was a sponsor requesting an invoice, in which the request was fulfilled. There was an online request form sent to a potential sponsor, with another about specific items for donation. Farm Bureau funding was sent to Rhonda Clark, which will cover one of our meals equal to $666.00 or more, in which an invoice will need to be submitted upon the closing of the convention.

Currently we have the following donations:

Startup funds from LEAFCS - $1000

Healthy Blue - $500

Farm Bureau - $666

Variety of packages of beans from Blue Runner

**Convention Registration**

Shannan Chevallier reported that she had been working closely with Cathy Agan and Markaye Russell to finalize convention plans. Region 1 will be hosting the 2019 LEAFCS Annual Meeting on April 2-4, 2019 in West Monroe. Registration will be $60 to members or $170 to non-members. Registration will open on February 1 for early bird. Any registration postmarked after March 1, will be an additional $10. It was determined that checks should be mailed directly to Mandy Armentor, LEAFCS treasurer.

**Installation**

Shannan Chevallier, Installation Committee Chair, reported that there are currently no new items of business to report at this time.

**New Business**

Nominations for Officers: President Elect (Reg 1) -

VP Awards and Recognition (Reg 1) – Alethia Lawrence

VP Public Affairs (Reg 2) – Bertina McGhee

Treasurer (Reg 1) – Cathy Agan

**Announcements**

* Be sure to submit Impact Statements for NEAFCS. The deadline is February 1, 2019 to Alethia Lawrence, Public Affairs Chair.
* State Livestock Show – Becky Gautreaux stressed to everyone the importance of working hard at selling t-shirts, as this is our major fundraiser.
* LEAFCS Annual Convention, April 2-4th, West Monroe, LA.
* JCEP Leadership Conference 2019- Karen Jones will be taking Alethia Lawrence place.
* PILD Conference 2019, April 14-17, Crystal City, Arlington, VA. Scholarship applications window will be opened mid-December.

Mandy Armentor made a motion to adjourn the meeting, with Becky Gautreaux seconding. Meeting was adjourned at 11:27 a.m.