

## Phone Conference Minutes

April 13, 2016

### **Call to Order**

President Joyce Armstrong called the phone conference meeting to order at 4:00 p.m.

### **Roll Call**

Sandra Duke asked for members on the call to identify themselves for roll call and to establish a quorum 10 members were present for roll call after roll call an additional 3 members joined the conference call. Present were: Joyce Armstrong CFCS (President), Janet Rodriguez CFCS (Executive Director), Sandra Duke (Secretary), Nancy Shepherd CFCS (Counselor), Janis White CFCS (VP Professional Development), Judy Warren (VP Prof. Development-Elect), Catherine Dutton (VP Marketing), Jay Yoo (VP Academic Affairs), Joyce Cavanagh CPFFE (Finance Com Chair), Nancy Granovsky CFCS (Nom. Com Chair), Sandra Fowler (NE District Chair), Meilana Charles CFCS (NE District Chair-Elect), Angelina Bencomo (SW District Chair).

Not present were: Joice Jeffries (President-elect), Linda Mock CFCS (Treasurer), Frances Hare CFCS, Ret. (VP Membership), Karen Alexander CFCS (VP Member Relations), Roxie Godfrey (VP Public Policy), Greg Thompson (Co-VP Academic Affairs), Angela McCorkle (SE District Chair), Kaitlyn Scott (Student Section-Chair), Barbara Allison, (Student Section.-Advisor)

### **Minutes**

Since there was not a quorum at the time the minutes needed to be approved Secretary Duke asked if the minutes could be approved electronically. There are several months of minutes that have not been approved to date due to either lack of quorum at the phone conference, or the minutes not being ready for approval. The members present concurred that an electronic approval process was acceptable and might be considered as standard operating procedures to make the phone conferences more efficient. Duke will resend minutes and ask board members to electronically approve.

### **Nominating Committee**

Nancy Granovsky, chair, reported that the President-Elect position for 2016-2017 has still not been filled. The members who were asked have all turned down the position. Granovsky reminded the board member how critical this position is because this person will take on new duties and host National meeting in same month (June 1, 2017).

Carol Blaylock has been suggested; she served on the board several years ago. Granovsky asked for additional thoughts or nominees, perhaps someone currently on the board, since they are aware of the time commitment. Currently the board has well established meeting times, and with support of board members and executive director, should make the transition smooth.

## Treasurer report

Executive director Rodriguez provided the following report in Treasurer Mock's absence:  
Checking balance: \$4735.34. Saving balance: \$68,422.88.

Mock provided the results of the development fund survey, (See Appendix 1).

## VP Professional Development

**2016 Conference Report.** Janis White reported that she felt the committee did a great job of conveying the theme. She also provided the following statistical report:

There were 51 people in attendance, not counting speakers, etc. Forty-two were members and 9 were students. Five of the students took the credentialing exam.

- The conference came in under the budgeted expenses. \$11,000 was budgeted, but the cost was actually \$9,342.60, so we came in well under budget.
- The conference generated income of \$11,652.04 and expenses were \$9,342.60, so the conference made \$2,309.44. There is still a possibility of collecting \$50.00 from an exhibitor.
- 83.3% of those attending knew of the event through an announcement to the membership.
- 95.8% of those who responded to the survey were very satisfied (70.8%) or somewhat satisfied (25.0%) with the event. (There were 24 who responded to the survey.)
- Most were also satisfied with the conference program: 79.1% were very satisfied and 16.6% were somewhat satisfied with the program.
- Most of those who attended are likely to attend this event again (70.8% are very likely and 25% are somewhat likely).

**2017 Conference.** Judy Warren, VP Professional Development-Elect, reported on the 2017 conference progress. The contract with the Comfort Inn in Plano was signed by Executive Director Janet Rodriguez. Room rates will be \$79.00 King; \$84.00 2 Queens; Single or double suite with sleeper sofa \$104.00. The Comfort Inn in Plano will also honor these contract prices through 2016 for members.

The theme is *Influencing Personal and Public Policy*. March 30 – April 1, 2017 is the shorter schedule discussed during board meeting. Warren said she would solicit the help of the members in the North East District to help identify the right speakers and tour opportunities. The committee feels the theme will also draw professionals from related fields such as social workers. Warren also suggested drawing on leadership from other associations such as FCCLA and FCSTAT to identify FCS teachers teaching *Counseling and Mental Health* course as this would offer opportunities for PDUs. Warren would like someone on the planning committee with a connection to the schools. Joyce Cavanagh suggested Sharon Pierce, state director for FCCLA, as a possible committee member. Armstrong also identified the North Texas Business

Section as a possible source with several retired administrators in that group. Sandra Fowler agreed to assist in getting Warren and her committee connected to the NTBS as well as other speakers whom they have used in the past.

### **VP Academic Affairs**

Jay Yoo reported that with the help of the executive director, the call for articles was disseminated to the membership only two submissions to date. The deadline for articles is May 30, 2016. President Armstrong challenged board members to submit with her comment “We’re going to submit something, if not all, at least some of us.” Armstrong added that Academic Affairs really needed to be boosted and helps to draw in our academic community.

### **VP Marketing**

Catherine Dutton reported that she has been updating the website. Any information that needs to be posted needs to simply be sent to Dutton and she will put it on the website. Armstrong thanked her for all she does to make us look good.

### **Student Section**

Two students will be attending the national meeting, one from Texas Tech and one from Sam Houston. Janet Rodriguez is working with advisors to take care of expenses. A donation of \$721.00 was received to help students get to nationals this coupled with the line item for the student section will be used.

### **Committees and Liaison**

The 2017 National Meeting arrangement chairs, Frances Hare and Sheri Drago were unable to attend the phone conference. President Armstrong reported that Executive Director Rodriguez has worked on getting a table for our Affiliate for the National meeting. She has also developed an order form so we should be ready to go.

### **Task Force**

Counselor Shepherd reported that she has sent summary and details of the survey to the task force. They met during the recent state conference and created a list of priorities, will be regrouping on Wednesday via conference call to review that information and move forward. President Armstrong thanked Shepherd for her hard work and for keeping her informed about the work of the Task Force.

### **District Reports**

**Southeast District.** No report.

**Northeast District.** Jay Yoo reported that Meilana Charles contacted his department at Baylor University and their district meeting will be there September 1, 2016. Charles reported that she is working with Catherine Bryant and Sally Fortenberry to organize the conference.

**Northwest District.** No report.

**Southwest District.** Angelina Bencomo had nothing new to report. Armstrong thanked her for the in-depth goals on her board report.

### **Strategic Priorities**

President Armstrong reported that she is pulling together her report on the board accomplishments aligned with the three pillars of the national strategic priorities. The report is very brief, limited to 500 words for each of the 6 components. Armstrong asked for any pictures members had to be sent to her along with permission to use these pictures in marketing.

### **New Business**

**FCS Content in Financial Literacy and Workforce Development.** This item was placed on the agenda last month by Joyce Cavanagh. Armstrong had asked Roxie Godfrey to report on this item. Since she was unable to attend the item will be place on the May agenda.

### **Directors Report**

Executive director Janet Rodriguez reported progress on paying travel fees for students, has secured a table and temporary business license for the t-shirt sales. She will begin getting ideas for a State night dinner.

Rodriguez is working on an April newsletter. The ACTION is coming up and she needs a report on the awards.

Rodriguez reported that the contract is signed for the 2017 conference at the Comfort Inn and Suites in Plano, Texas (see 2017 Conference above for details). In the process of working with this hotel she learned that the physical address for the affiliate tax exempt number is in Lubbock. She is working to get that changed. She also learned that although we are sales tax exempt, we are not exempt from occupancy tax, this is according the Comptroller's office. The initial down payment for the conference was 795.00 which covers AV equipment.

### **Other**

Joyce Cavanagh reported that she booked roundtrip airfare to Washington out of Austin today for \$278.00; she will share details with anyone interested.

The meeting adjourned at 4:52 p.m.

Respectfully submitted

Sandra Duke, Secretary

## Appendix 1

### Results of Development Fund Survey *Provided by Linda Mock*

**Q 1.** AAFCS-TX will begin with this new fiscal year of keeping a running total of donations by individuals for recognition by Levels of Giving - Choose A or B

**B was selected by 90%**

**Q 2.** How should the Levels of Giving will be named -  
Choose A or B:

A. Name levels of giving after such words as: Betty Lamp; Heritage; Friendship; Leadership; Loyalty; Founders; Silver, Gold, Platinum Levels. **90%**

B. Name levels after AFCS-TX notable members. **10%**

#### **Comments:**

I have mixed feelings about this. I like honoring our notable members, such as Jenny Kitching (sp), but maybe that could cause problems or confusion. That is why I voted A, but I would be pleased with the other.

Lower level named generic: Loyalty Level and Leadership Level

**Q3.** If you chose A for question 2, please give more suggestions, if desired.

#### **Comments:**

Does AAFCS use specific terms and amounts? Maybe we should use a similar pattern.

I don't think naming after AAFCS-TX "notables" is necessary because there are many, so how would you choose?

Lowest to highest: Friendship, Loyalty, Leadership, Betty Lamp (at 500.00+ receives a Betty Lamp pin -see AAFCS Kentucky Affiliate <http://www.kafcs.com/shoppe.html>), Leadership, Heritage.

**Q4.** If you chose "B" for question 2, please list 3-5 names of notables you would like to see honored.

I did not choose B, but here are 2 suggestions: Jenny Kitching and Florence Low

I'm still learning but I'd guess the Founder and first president of the local affiliate