



## **AAFCS-TEXAS AFFILIATE BOARD MEETING**

### **BEST WESTERN PREMIER HOTEL**

**Wednesday, February 17, 2016**

#### **Minutes**

#### **Call to order**

President, Joyce Armstrong called the meeting to order at 6:43 p.m.

#### **Roll Call**

Secretary, Sandra Duke, passed a sign-in sheet around for the roll call. Members present: Joyce Armstrong CFCS (President), Janet Rodriguez CFCS (Executive Director), Joice Jeffries (President-elect), Sandra Duke (Secretary), Linda Mock CFCS (Treasurer), Nancy Shepherd CFCS (Counselor), Janis White CFCS (VP Professional Development), Frances Hare CFCS, Ret. (VP Membership), Judy Warren (VP Prof. Development-Elect), Karen Alexander CFCS (VP Member Relations), Catherine Dutton CFCS (VP Marketing), Jay Yoo (VP Academic Affairs), Joyce Cavanagh CPFPE (Finance Com Chair), Nancy Granovsky CFCS (Nom. Com Chair). Angela McCorkle (SE District Chair),

Members not present: Roxie Godfrey, (VP Public Policy), Greg Thompson (Co-VP Academic Affairs), Sandra Fowler (NE District Chair), Meilana Charles CFCS (NE District Chair-Elect), Angelina Bencomo (SW District Chair), Kaitlyn Scott (Student Section-Chair), Barbara Allison, (Student Section.-Advisor).

#### **Minutes**

Secretary Duke, presented the minutes of the last face-to-face board meeting, held July 2015. Owing to the length of minutes, President Armstrong asked board members to review the minutes and get back to Duke with any corrections. They will be approved at a later phone conference.

## **Review of Agenda**

President Armstrong reviewed the Agenda for the current meeting suggesting one addition to the agenda. Joice Jeffries moved that the agenda be accepted with the addition of the 100<sup>th</sup> State Conference added to Old Business. Catherine Dutton seconded. The motion carried.

## **Board Reports**

President Armstrong asked that Board Reports be limited to 2 minutes, with a brief report of accomplishments. The full written report will be included with the minutes of this meeting.

See Board reports attached.

## **Old Business**

**100<sup>th</sup> State Conference 2018.** President Armstrong reported that no action had been taken to date on the July board meeting proposal to appoint a chair for the Celebration committee. This was due to pending appointment by National of co-chairs for the 2017 National Conference to be held in Dallas. As of February those appointments have been made. Armstrong has a list of about eight members to approach to serve on the Centennial Celebration Committee. This committee will focus on the centennial events and work in conjunction with the VP-Elect Professional Development who will have responsibility to plan the 2018 conference. Joyce Cavanagh volunteered to take on the duties of VP-Elect to help Judy Warren with 2017, allowing the actual VP-Elect time to focus on the 2018 conference she/he would serve on the centennial committee but the conference planning and centennial committees will be separate committees.

A discussion ensued about the location for the 2018 meeting with several locations mentioned by board members and as a result of the member survey sent out by the executive director. Potential locations included Kerrville, Fredericksburg, New Braunfels, San Antonio, Lubbock, San Marcos, Beaumont, and Austin area. It was decided that the Austin Area would be the best setting due to its central location and easy access from most parts of Texas as well as its historic significance being the State capital. Karen Alexander cautioned that spring is a busy time in Austin and suggested that a February date might be more favorable than March. Executive director Rodriguez will begin to scout out possible locations and neighboring areas such as Round Rock, Salado, Bastrop, and Lost Pines Resort. President Armstrong with the help of Counselor Shepherd will work on making contacts with potential committee members during the conference this week with hopefully have an announcement ready for board meeting.

**Last Minute Conference Logistics.** VP Professional Development, Janis White, pointed out that the special student session on Friday evening is restricted to students only. This was a request of the session sponsor, North Texas Business Section. There are still spots open for the Make It and Take It session and some tour spots are still open. Executive director Rodriguez reported that Harriett Griggs and Rodriguez will be at the registration table. Staying with the sustainability theme, there is no packet; there will be a few hard copies of materials. Some flyers will be available on the registration table, for example University of Incarnate Word's summer fashion design program and Texas A&M AgriLife Extension openings in the Brazos county area. The hotel has no in-house food service. Meals will be catered by outside food service buffet style with disposable dinner ware. Banquet will utilize china and flat ware, extra help has been arranged. All day coffee, tea and water service will be provided in the banquet room. The silent auction, meals, exhibitors will all be in the banquet room. General Sessions will be held in the banquet room, but no breakout sessions in that room. Current registration count is 51.

**Student Budgeted Allotment.** This line item will be maintained in the budget and consequently, give the student section flexibility of using it according to their needs.

**Say Yes to FCS Closing the Gap Initiative for Printing.** A request has come from Gay Nell McGinnis for financial assistance with printing materials for the *Say Yes to FCS* initiative. To date, FCCLA has covered all the expenses and if we are supporting this initiative we need to provide financial support. A portion of the t-shirt sales will go toward this. Executive director Rodriguez was charged to see if there were any unused funds in the budget that could be put toward this. Rodriguez pointed out a few line items with excess funds this year. Joyce Cavanagh moved that \$200.00 be contributed toward *Say Yes to FCS* printing. Second by Nancy Shepherd. Motion carried.

**Other.** Nancy Granovsky suggested that it would be helpful to find some money in the budget to assist the 2017 Texas co-chairs with expenses to Washington. President Armstrong asked executive director to look at budget and report at a later date. Granovsky will also ask to see if there are funds at the national level.

## **New Business**

**National Meeting in Preparation for 2017 in Dallas.** Frances Hare and Sheri Dragoo have been named as the co-chairs. President Armstrong asked, how do we support them? Hare

responded that there is a meeting set for Friday from 4:00 -4:50 p.m. during this conference. Items to be discussed are excursion ideas and contact names, mostly educational and PDU worthy. The national meeting will be held June 25-28 at the Hyatt in downtown Dallas. The excursions could include some fun things, the day of the excursions is a Sunday, so some venues will not be open. Excursions need to be things that the normal tourist would not have access to. Theme might be financial sustainability.

In addition to the plans for 2017, we need a booth at Bellevue, WA. Ideas are needed for how to decorate the booth, handouts and promos. Hare and Dragoo are also in charge of the verbal/visual invitation, they will need a script, need to know who is going. They also need things to give away at 2016 and 2017. The most important thing we, as an association and individual members, need to do to help at the grassroots level is to start talking this up to our members and students, to employers, teachers, and partner associations. One strategy suggested is to promote the fact that the certification test will be giving during this conference. Another is by submitting research ourselves and with members of partner associations which might encourage them to get involved beyond this conference.

Nancy Granovsky asked how we position ourselves for simultaneous promotion of our state conference and the national meeting. Suggestions were made to partner with another association, overlapping a date or be together to share the hotel space and help us get to know each other better. *Texas Jumpstart Coalition for Financial Literacy* is reorganizing itself right now, and since the theme is so closely aligned perhaps we could offer a pre-workshop of interest to them. There are many implications for space, cost, income revenue that complicate the issue.

**Updating the Handbook/Bylaws and Resource Materials.** – Over the next 100 days, President Armstrong and Counselor Shepherd will be looking at handbook and bylaws to coincide with language and structure of national. Let them know of any changes in wording for specific duties.

**Strategic Direction.** President Armstrong reminded board members that the Strategic Direction is on website. Over the next month she will be working on this. She reminded board members that this why board reports are so important. She will need assistance from board with this by reviewing her report. Please scan and send in programs, pictures, and so forth that would enhance the report to national. Texas has worked in every area on the strategic direction, so we should have a good report.

**Other.** Counselor Shepherd presented a draft of a proposed abbreviated schedule to see how it would impact costs and attendance. Proposed schedule:

Thursday: Board meeting and other meetings currently held on Wednesday.

Friday: Opening General Session followed by Concurrent Sessions, Lunch with a speaker or activity, followed by the business meeting and additional concurrent sessions. Concurrent sessions could go into the evening, or continue with the Banquet and awards Friday evening. Research posters and exhibits would be available all day.

Saturday: Awards Brunch or Lunch with speaker, concurrent sessions overlapping with testing. Tours in the afternoon, or more concurrent sessions.

A discussion ensued related to the proposal with general agreement that it was worth a try next year in Plano since the dates have not yet been locked in with the hotel. The proposed date is March 30 – April 1. Members felt this schedule might be more conducive for classroom teachers. Additional ideas to get teachers more involved in our association were to provide content of specific interest to them at the conference, as well as at the district meetings. One of the strategies used in the N W District this year was to send information to the Educational Service Center and ask them to send to FCS teachers and CTE coordinators. Information needs to get out at least six weeks in advance in order for teachers to participate.

It was decided to bring the idea of a shortened conference schedule to the business meeting via a PollEverywhere electronic poll. Catherine Dutton will set this up.

### **Approve the Business Meeting Agenda**

President Armstrong presented the agenda for the business meeting for discussion and approval. The time is set for 1:15-2:30 p.m. Two copies of the 2015 minutes will be distributed to each table with an announcement that they are on the tables. Minutes were looked at and pre-approved by the board in July. Armstrong asked that broad reports be no more than 2 minutes. Executive director Rodriguez was appointed as timekeeper. The roll call and Finance Committee report were removed from the agenda. Nominating committee will give their report. Old business items: Updates on Vision Survey, website and updated technology use. New business items: Proposed Budget, Proposed conference schedule (PollEverywhere survey), General Announcement about 2017 National Meeting in Dallas, Recognition of exhibitors, underwriters, and national leaders. The agenda will be projected on the screen in lieu of a printed copy.

## **Comments and Announcements**

**Comments.** President Armstrong's parting thought: "When we are faced with difficulties we turn them into challenges and those challenges we overcome. We have prepared for hundreds of people even though our numbers are small we have given them our very best."

**Announcements.** There are six taking the AAFCS Certification test on Saturday. Travel expenses can be reported as a deduction on income taxes, if you have not been reimbursed otherwise, also if any board members need reimbursement executive director Rodriguez has the needed forms.

## **Adjourn**

The board meeting was adjourned at 9:30 p.m.

Respectfully submitted,

Sandra Duke, Secretary.