

Governing Policies
For
Extension Professional Associations of Florida

The EPAF Board of Directors is made up of the president and President-elects of the five (5) professional extension associations: FACAA, FEAFCFS, FAE4-HA, FANREP, ESP, Chairs of the Standing Committees, Treasurer, Immediate Past Presidents, and the administrative liaison.

The voting delegates for EPAF are the President and President-elect of the five (5) professional extension associations. The Chair of EPAF will vote only to break ties.

The Chair for the current year is the immediate past president of his or her professional association.

The officers of EPAF are Chair, Chair-elect, Secretary, and Treasurer.

The fiscal year of EPAF is January 1, to December 31.

Meetings of EPAF are held in December, June, and the Annual Conference in September. A site visit is usually scheduled in March of the conference year.

Standing Committees of EPAF are:

Facilities

Registration

Program Booklet

Sponsorships

Auction

Photography

Equipment

Retirees

Poster Session

Entertainment

Hospitality

Speakers

Abstracts

Professional Development/Tours

Budget/Audit

Issues

Chair of EPAF appoints committee chairs such as Facilities and Registration. These committee chairs should ideally be in place 12-18 months out from annual conference.

Policies approved by Board vote:

1. **Reimbursement Rates:** EPAF Board Members and others approved by the board are to be reimbursed at the current state rate for mileage, meals, and lodging for all EPAF functions. (Car-pooling and room sharing are encouraged). (12/05, modified 2/15)
2. **Farm Bureau Board Appreciation Dinner-** EPAF will cover expenses associated with the annual Farm Bureau Board Appreciation Dinner. (5/06)

3. **EPAF Auction:** Auction item payments are due at close of the annual auction.

All auction profit (after expenses) shall be divided among the 6 member associations:

EPAF, FACAA, FAE4-HA, FEAFCs, FANREP, ESP. Payments to the associations shall be made no later than the December Board meeting. All auction expenses are to be paid prior to any disbursement of funds to the associations. (5/08)

4. **Cancellation/Refund Guidelines:** Requests prior to the early registration deadline will be made in full. Requests after the registration deadline will be reduced by \$50. Requests prior to 10 days before the conference will be reduced by 50%. No refunds will be given after 5pm on Thursday before the start of the conference. (12/05)
5. **Daily Registration-** A Daily registration fee of \$50 will be charged to the EPAF Conference if not attending meal functions. (4/08)
6. **Conference Location-** The Annual EPAF Conference will rotate around the state through the districts. (8/12)