

# 2020-2021 FAE4-HA Annual Report



Submitted by:  
Stephanie Conner  
2<sup>nd</sup> Vice President

## **Table of Contents**

### **2021 FAE4-HA Fall Membership Meeting Agenda**

#### **President's Report**

#### **FAE4-HA Past Presidents**

#### **Top Honors**

### **2020-2021 FAE4-HA Awards**

#### **SECTION I - Organization**

FAE4-HA History

FAE4-HA 2018-2019 Officers, Directors and Committee Chairs

FAE4-HA Districts

NAE4-HA 2020-2021 Board of Trustees

#### **SECTION II - Meeting Minutes**

#### **SECTION III - Treasurer's Report**

#### **SECTION IV - Committee & District Reports**

Professional Development

Audit

Diversity

Member Services

Research and Evaluation

Public Relations & Information

Programs

Membership

Nominating

Policy & Resolution and By-Laws

Webmaster

Life Members

District Reports



## 2020-2021 Officers

**Vanessa Spero**  
President  
*vspero@ufl.edu*

**Kristie Popa**  
President-Elect  
*kpopa@ufl.edu*

**Karen Henry**  
1<sup>st</sup> Vice President  
*khenry@seminolecountyfl.gov*

**Stephanie Conner**  
2<sup>nd</sup> Vice President  
*Sconner04@ufl.edu*

**Aly Schortinghouse**  
Secretary  
*aschortinghouse@ufl.edu*

**Prudence Caskey**  
Treasurer  
*prudencecaskey@ufl.edu*

**Geralyn Sachs** Past  
Past President  
*fish12@ufl.edu*

## FAE4-HA Annual Membership Meeting – EPAF

**Tuesday, September 14, 2021, 10:30am ET/9:30am CT**

### AGENDA

#### Pledges –

**Approval of the Minutes –** Aly Schortinghouse

**Treasurer's Report –** Prudence Caskey

#### Business:

**NACAA Assistance for AMPIC –** Vanessa Spero

**By-Laws Update/Life Member District –** Charlie Polisenio

**FAE4-HA Dues Deadline –** Prudence Caskey

**Treasurer Transition –** Karen Henry & Prudence Caskey

**Florida 4-H Foundation –** Karen Henry

**I7 Citizenship-Ldrshp subcommittee –** Rachel Pienta & Kelsey Haupt Cook

#### Committee Announcements/Updates:

Audit –	<b>Ashley Houpe-King Gill</b>
Diversity and Inclusion –	<b>Marnie Ward &amp; Jessica Sprain</b>
Life Member/Retirees –	<b>Judy Butterfield</b>
Member Service –	<b>Laura Cash</b>
Membership –	<b>Kristie Popa</b>
Nominating –	<b>Geralyn Sachs</b>
Policies and Resolution –	<b>Charlie Polisenio</b>
Professional Development –	<b>C. McCazzio &amp; J. Kelly</b>
Programs –	<b>Kristie Popa</b>
Public Relations/Information –	<b>Noelle Guay</b>
Research and Evaluation –	<b>Sarah Hensley</b>
Webmaster –	<b>Laura Valencia</b>

#### FAE4-HA District Director Announcements/Updates:

District 1 –	<b>Brian Estevez, Escambia</b>
District II –	<b>Julie Dillard, Washington</b>
District III –	<b>Rachel Pienta, Wakulla</b>
District IV –	<b>Beth Moore, Madison</b>
District V –	<b>TBD</b>
District VI –	<b>Julia Kelly, St. Johns</b>
District VII –	<b>Marnie Ward, Citrus</b>
District VIII –	<b>Melinda Souers, Orange</b>
District IX –	<b>Shayla Reighter, Pasco</b>
District X –	<b>Ashley Houpe-King Gill, Highlands</b>
District XI –	<b>Andrea Lazzari, Brevard</b>
District XII –	<b>Sonja Crawford, Hendry</b>
District XIII –	
District XIV –	<b>Andy Toelle, State Office</b>

**FAE4-HA Annual Membership Meeting – EPAF**  
Tuesday, September 14, 2021, 10:30am ET/9:30am CT  
AGENDA, continued

<b>Announcements –</b>	Vanessa Spero
<b>Installation of New Members –</b>	Karen Henry
<b>Awards Presentation – 12:30-1:00 p.m.</b>	Laura Cash & Team
<b>Guest Presentation – 1:00-1:30 p.m.</b>	Lynann Hudson
<b>Passing the Gavel –</b>	Vanessa Spero
<b>Adjourn –</b>	Vanessa Spero
<b>Incoming Officers and District Directors –</b>	
Brief Meeting – 1:30-1:45 p.m.	Geralyn Sachs



## President's Message for FAE4-HA Annual Report

“When you are hit with life-disrupting events, you will never be the same again. You either cope or you crumble; you become better or bitter; you emerge stronger or weaker.”

Al Siebert, author, educator, and founder of The Resiliency Center

Dear FAE4-HA Membership,

2020-2021 marked the years that COVID-19 was etched into our memories. It shaped the way we interacted in our personal lives and how we worked in our professional lives. What was once taken for granted became something we longed for as we adapted to the new “normal.” As this life-disrupting event entered our worlds, we didn’t choose to crumble or weaken, we instead, emerged better and stronger.

I look at the obstacles our membership overcame with pride. The level of scholarship, commitment, professionalism, and concern for the work we do did not waiver. It is no small feat that the number of awards, abstracts, trainings, and materials continued to flourish across the State.

We looked more towards each other for assistance and to bridge the gaps in weaknesses we identified within ourselves. Staff and faculty worked diligently to support one another and lift each other up. We became comrades to one another more so than we had in previous years. We became a stronger 4-H program for it.

As this 4-H year ends, I hope you don’t look back in frustration that we must continue to encounter this life-disrupting event of COVID-19. Remind yourselves of the accomplishments, strides, and opportunities you were presented with and tackled with fervor. Continue to seek the circumstances that help you build coping strategies so you continue to be the best example of the person and professional you want to be, all in an effort to illustrate that we are THE strongest group of 4-H professionals we can be.

In closing I would like to say “thank you” to our membership, our officers, our committee members, and our retirees. As President this past year, I felt supported, aided, and cognizant that each, and every person performed the responsibilities they were elected or choose to commit to. That made my position as President easy. While you can’t look to your right or left and give your fellow colleague a pat on the back or a friendly smile, know they appreciate you, value you, and are rooting for your success as much as I am.

Now let’s call to order the 2021-2022 FAE4-HA Membership Year and confront it with even more zeal, enthusiasm, and tenacity than ever before!

Sincerely,

A handwritten signature in cursive script that reads 'Vanessa Spero'.

Vanessa Spero  
2020-2021 FAE4-HA President

**FAE4-HA Past Presidents**

2019-20	Geralyn Sachs, St. Johns
2018-19	Brent Broaddus, South East District RSA
2017-18	Brian Estevez, Escambia
2016-17	Heather Janney, Hamilton
2015-16	Matt Benge, Alachua
2014-15	Julie Pigott Dillard, Washington
2013-14	Georgene Bender, South Central District RSA
2012-13	Cindy Higgins, Columbia
2011-12	Andy Toelle, Duval
2010-11	Heather C. Kent, NW District RSA
2009-10	Pat Hogue, Okeechobee
2008-09	Debbie Clements, Okeechobee
2007-08	Christa Carlson-Kirby, DeSoto
2006-07	Marcus Boston, Leon
2005-06	Yolanda Goode, Gadsden
2004-05	Martha Maddox, Sumter
2003-04	Suzanne Wilson, Holmes
2002-03	Lori Wiggins, Taylor
2001-02	Kathy Leigh Wojcik, Brevard/ John Lilly, Jefferson
2000-01	Cindy Higgins, Columbia
1999-00	Dot Welch, Citrus
1998-99	Amy McMullen, Madison
1997-98	Kim Coldicott, Palm Beach
1996-97	Judy Butterfield, Duval
1995-96	Linda Barber, Santa Rosa
1994-95	Dot Welch, Citrus
1993-94	Shirley Bond, Hillsborough
1992-93	Mary Williams, Nassau
1991-92	Tom Devereaux, Broward
1990-91	John Rutledge, State Office
1989-90	Alice Hyers, Lake
1988-89	Donald Holloway,
1987-88	Albert Fuller, Levy
1986-87	Marilyn Halusky, Duval
1985-86	Marylou Shirar, Palm Beach
1984-85	Nan Jensen, Pinellas
1983-84	Brenda Coker, Okeechobee
1982-83	Elva Farrell, Sarasota
1981-82	Patty Burke, Alachua/Elva Farrell, Sarasota
1980-81	Bill Brown, Alachua
1979-80	Lowell Parrish, Bradford
1978-79	Joy Satcher, Brevard
1977-78	Shirley Bond, Pinellas
1976-77	Shirley Bond, Pinellas
1975-76	John Smehyl, Hillsborough

## **Top Honors**

(\* after a name with initials denotes earned through service in another state)

## **FAE4-HA Young Professional Award** (\*2013 name changed from “Rookie of the Year”)

2021	Kelsey Irvine, Nassau
2020	Aly Schortinghouse, Escambia
2019	Kelsey Haupt, Duval
2018	Kristen Poppell, Nassau
2017	Jessica Altum Cooper, Gilchrist
2016	Amanda Squitieri, Polk
2015	Shaina Bennett, Baker
2014	Tyce Prevatt, Glades
2013	Matt Benge, Alachua
2012	Brian Estevez, Suwannee
2011	Heather Futch, Hamilton
2010	Cathy Suggs, Lee
2009	Adam Cletzer, Indian River
2008	Karen Henry, Osceola
2007	Jennifer Heady, Okaloosa
2006	Sarah Hensley, Lake
2005	Kim Millar, Marion
2004	None
2003	Nicole Walker, Polk
2002	Heather (Schultz) Kent, Jackson
2001	Jean Hink, Pasco
2000	Kathie Roberts, Dade
1999	None
1998	Kim Coldcott, Palm Beach
1997	Tamara Dinkins, Duval
1996	Melinda Hogan, Lake
1995	Sandy Lyon, Baker
1994	Amy McMullen, Madison
1993-1992	None
1991	Judy Butterfield, Clay
1990-1987	None
1986	Elaine Courtney
1985-1980	None

## **FAE4-HA Achievement in Service Award**

2021	Sarah Davis, Sarasota; Matthew Olson, Clay; Dr. Marnie Ward, Citrus
2020	Jessica Sprain, Osceola; Kelsey Haupt, Duval; Kelsey Irvine, Nassau
2019	Julia Kelly, St. Johns; Amanda Morgan, Alachua; Kristen Poppell, Nassau
2018	Laura Valencia, Osceola; Kalan Taylor, Sumter; Abbey Tharpe, Taylor
2017	Ashley H.K. Stewart, Marion; Shaina Spann, Baker; Jessica Altum Cooper, Gilchrist



2016	Rachel Slocum, Lake; Amanda Squitieri, Polk; Tycee Prevatt, Glades
2015	Nicole Crawson, Holmes; Laura Cash, Volusia; Neva Baltzell, State Office
2014	Becky Bennett, Madison; Stephanie Conner, Clay; Brian Estevez, Suwannee
2013	Brent Broaddus, Hillsborough; Shane Michael, Seminole; Vanessa Spero-Swingle, Brevard
2012	Heather Futch, Hamilton; Sherri Kraeft, Wakulla; Melanie Taylor, Gulf
2011	Adam Cletzer, Indian River
2010	Julie Pigott Dillard, Washington; Karen Henry, Osceola; Dale Pracht, State Office
2009	Chris DeCubellis, Gilchrist; Jennifer Heady, Okaloosa; Kate Fogarty, State Office
2008	Rene Gore, Baker; Sarah Hensley, Sumter; Jean Rogalsky, Pinellas
2007	Amy Duncan, Citrus
2006	Robert Strong, Marion; Lynne Middleton, Putnam; Nicole Walker, Polk
2005	Christa Carlson, DeSoto; Heather Kent, Jackson; Tracy Tesdall, Volusia
2004	None
2003	Lori Wiggins, Taylor
2002	Janet (Harper) Golden- Pinellas
2001	Debbie Clements, Okeechobee
2000	Melinda Souers, Lake
1999	Kim Coldicott, Palm Beach
1998	Terrie Henderson, Okaloosa
1997	None
1996	Cindy Wentzel
1995	Amy McMullen, Madison
1994	Sandra Fry
1993	Judy Butterfield, Clay
1992	None
1991	Donna Peacock, Sumter
1990	Cindy Goodman, St. Johns
1989	Sheila Andreasen, Jackson
1988	David Dinkins, Leon
1987-1980	None

#### **FAE4-HA Distinguished Service Award Recipient**

2021	Prudence Caskey, Santa Rosa; Jessica Altum Cooper, Gilchrist; Nicole Crawson, Holmes
2020	None
2019	None
2018	Dale Pracht, State Office; Laura Cash, Volusia; Tycee Prevatt, Glades
2017	Neva Baltzell, State Office; Crystal McCazzio, Putnam; Stephanie Connor, Clay
2016	Brian Estevez, Suwannee; Heather Janney, Hamilton; Elver Pardo, Orange
2015	Shane Michael, Seminole; Vanessa Spero-Swingle, Brevard; Brent Broaddus, Hillsborough
2014	Julie Dillard, Washington
2013	Sarah Hensley, Sumter; Kate Fogarty, State Office; Norma Samuel, Marion
2012	Cynthia Higgins, Columbia; Karen Miliffe, Osceola; Sonja Crawford, Hendry
2011	Jean Rogalsky, Pinellas
2010	Chris Decubellis, Gilchrist; Nancy Moores, Hernando; Marcus Boston, Leon
2009	Heather Kent, NW District; Geralyn Sachs, St. Johns; Nicole Walker, Polk
2008	Jean Hink, Pasco; Rita Law, Seminole; Tracy Tesdall, Leon

2007	Lori Wiggins, Taylor; Robert Strong, Marion; Georgene Bender, South Central RSA
2006	Yolanda Goode, Gadsden; Debbie Nistler, Duval
2005	Janet Harper Golden, Pinellas; Andy Toelle, Duval; Pamela Phillippe, Charlotte
2004	None
2003	Marcus Boston, Jr, Leon; Debbie Clements, Okeechobee
2002	Vickie Mullins, Santa Rosa; Amy McMullen, Madison
2001	Cindy Moore, Osceola; Suzanne Wilson, Holmes
2000	Cora Meares, Pinellas
1999	John Lilly, Jefferson; Judy Butterfield, Duval
1998	Shelda Wilkens, Seminole; Ernest Stephens
1997	Dale Bennett, Wakulla; Dot Welch, Citrus
1996	Donna Peacock, Sue Fisher, State Office
1995	Bill Hill, Polk; Sheila Andreasen, Jackson
1994	None
1993	Damon Miller, FAMU; Bonnie Fauls
1992	None
1991	Tom Devereaux, Broward; John Rutledge, State Office; Mary Williams, Nassau
1990	Linda Denning, Nadine Hackler
1989	Linda Cook, Terry Floyd, Orange
1988	Elaine Shook, Leon; Delores Jones, Madison
1987	Kay Brown, Escambia; Alice Kersey, Polk; Tom Greenawalt, State Office
1986	Alice Ayers, Lake; Elva Farrell, Sarasota
1985	Albert Fuller, Levy; Don Holloway, Liberty
1984	Nan Jensen, Pinellas; BJ Allen, State Office; Harold Jones, Duval
1983	Ruth Milton, State Office; Marilyn Halusky, Duval
1982	Janice O'Neil, Clay; Nettie Ruth Brown, St Johns
1981	Brenda Coker, Okeechobee; Lawrence Heitmeyer, Leon
1980	Mary Lou Shire, Palm Beach; Bob Renner, Marion; Bill Heltemes, *MN
1979	Shirley Bond, Pinellas
1978	None
1977	Tom Greenawalt, State Office
1976	Joy Satcher, Brevard
1967	Ruth Ann Miller, Polk *NY

### **FAE4-HA Meritorious Service Award**

2021	Heather Kent, NW District
2020	Dr. Kate Fogarty, State Specialist
2019	Geralyn Sachs, St. Johns
2018	Nancy Moores, Hernando
2017	Stacey Ellison, Northeast District RSA
2016	Yolanda Goode, Gadsden
2015	Debbie Nistler, Bradford
2014	Tracy Tesdall, South District RSA
2013	Georgene Bender, South Central RSA
2012	Debra Clements, Okeechobee
2011	Andy Toelle, Duval

2010	Marcus Boston, Leon
2009	Vickie Mullins, Santa Rosa
2008	Martha Maddox, Sumter
2007	Dr. Marilyn Norman, 4-H Program Leader
2006	Judy Butterfield, Bradford
2005	John Lilly, Sr., Jefferson
2004	Elaine Shook, Leon
2003	Dr. Mary Williams, Nassau
2002	Albert Fuller, Levy

### **FAE4-HA 25 Year Award**

2021	Marcus Boston, Leon
2020-2013	None
2012	Marvin Weaver, Gilchrist; Martha Maddox, Sumter; Cindy Higgins, Columbia; John Lilly, Jefferson, Pam Phillippe, Charlotte
2011-2006	None
2005	Linda Denning, Collier; Dr. Mary Williams, Nassau
2004	None
2003	Albert Fuller, Levy
2002	None
2001	Dr. Joy Jordan, State Specialist; Dr. Elaine Shook, Leon; Kay Brown, Escambia; Terry Floyd
2000	None
1999	Bill Heltemes, Alachua
1998	Bob Renner, Marion
1997	Ernest Stephens, Marvin Weaver, Gilchrist
1996	Linda Barber, Marilyn Halusky
1995	Linda Cook, State Office; Nadine Hackler, State Office; Judith Wakefield, Indian River
1994	Michael McKinney, Hillsborough
1993-1990	None
1989	Sue Fisher, State Office; Tom Deveraux, Broward County; James Estes
1988	Marylou Shirar, Ruth Ann Miller, Alice Ayers
1987	Tom Greenawalt, State Office
1986	Luther Rozar, Sarasota
1985	Delores Jones, Madison
1984-1983	None
1982	BJ Allen, State Office
1981	Martha Norton
1980	Ruth Milton, State Office
1979	Nettie Ruth Brown
1978	None
1977	Marilyn Tileston

**FAE4-HA Friend of Extension Award**

2021	Citrus County 4-H Foundation
2020	Anne Peterson, Escambia County
2019	Wanda Simmons
2018	Sandy Hernandez, Hillsborough County
2017	None
2016	Erin Munz, Sumter County 4-H Volunteer
2015	Dennis Robinson, Polk County 4-H Volunteer
2014	Mark Harvey, North Florida Fair
2013	Wendy DeVito. Animal Sciences Youth Programs Coordinator
2012	Lesia Andrews – North Florida Farm Credit
2011	Vina Jean Banks, Agribusiness Director – Florida State Fair
2010	Dan Buchanan
2009	Stephanie Farmer, <i>Farm and Ranch News</i>
2008	Tropicana Products, Inc.
2007	Commissioner Robert Dallari, Seminole County
2006	None
2005	Charles Price, Central Florida Fair, Chet Taylor, DVM, Pasco County
2004	None
2003	Dr. Kenneth Keen, Hendry County
2002	None
2001	Representative Jeff Miller
2000	Richard and Kathy Lee, T.G. Lee Foundation
1999	Winn Dixie

**FAE4-HA Outstanding Specialist Award**

2021	Geralyn Sachs, RES - Central District
2020	Dr. Chris DeCubellis
2019	Dr. Amy Simonne
2018	Dr. Matt Bengé
2017	Dr. Chad Carr
2016	Dr. Rebecca Baldwin
2015	Heather Kent
2014	Dr. Martha Monroe
2013	Dr. Ben Mather
2012	Dr. Art Texiera
2011	Dr. Karla Shelnut
2010	Dr. Bryan Terry
2009	Dr. Dale Pracht
2008	Dr. Sandra Tenbroeck
2007	Dr. Kate Fogarty
2006	Dr. Marilyn Lestmeister
2005	Dr. Jerry Cullen
2004	None
2003	Dr. Charles E. Chichra

2002-2001	None
2000	Dr. Millie Ferrer
1997	Dr. Nayda Torres
1996	Dr. James Umphrey
1995	John Rutledge
1994-1992	None
1991	Marie Hammer
1990-1987	None
1986	John Rutledge

# SECTION I - ORGANIZATION

## **FAE4-HA History**

The first full-time county 4-H professional employed in the Florida Cooperative Extension Service was Ernie Cowen. Ernie began work in Orange County in 1966. Before 1970 several other central Florida counties added full-time 4-H agents to their staffs. As early as 1969 a small group of county 4-H agents were meeting informally to exchange program ideas and to assist each other in dealing with the frustrations of the new full-time 4-H agent position. Cowen was the first agent to become fully aware of the National Association of 4-H Agents and the opportunities it offered. Ernie Cowen was deeply committed to attempting to enhance the 4-H agent position through establishing a state organization for 4-H agents. Although Ernie's efforts were not fruitful during his employment with Extension, he was successful in recruiting many Florida 4-H agents for the National Association and made the first (March 1970) formal request of Administration for permission to invite a National Association representative to visit with Florida 4-H agents about forming a state 4-H association. There is no doubt that his dedicated groundwork has earned him the unofficial title of "Father" of our Florida Association. Although Dr. Joe Busby, State Director, was unwilling to grant Cowen's request, he did agree to study the situation for future consideration.

Not discouraged, Ernie persuaded two other Florida 4-H agents, Leah Hoopfer of Pinellas County and Alice Kersey of Polk County, to join him in taking leave and attending the National 4-H Agents meeting held in November, 1970, at Purdue University. The three returned to Florida stunned at the professional improvement opportunities offered at the meeting. Alice Kersey agreed to serve as our state "contact person" for Florida's members of NAE4-HA, and relying on annual leave, attended a Southern Region ECOP meeting for presidents of all three associations held in Atlanta in 1971. Interest in forming a state 4-H agents association in Florida continued to grow. In a few years Dr. Busby said he learned many favorable things about the accomplishments of 4-H agents associations in neighboring states and was ready to change his position on a third Florida agents association from negative to neutral. The formal state Association of Ernie Cowen's dreams could now become REAL.

With administration's approval, Alice Kersey invited Richard Freeman, Southern Region Director, to visit with Florida agents during 4-H Congress in July, 1975. Richard made a presentation about the National Association of Extension 4-H Agents. When he opened his presentation for questions, "Could WE organize a 4-H Agents Association in Florida?" was the first question asked. Richard had come prepared with the necessary information. B.J. Allen suggested Nettie Ruth Brown of St. Johns County chair our organizational meeting since she was then president of the National Home Economics Agents Association and very experienced at that sort of thing. During the meeting our first elections were held.

John Smehyl of Hillsborough County, was elected president; however, John resigned his Extension position shortly afterward and Shirley Bond of Pinellas County served as our first active President. Serving with Shirley that first year were Alice Kersey, secretary and Bob Renner of Marion County as treasurer. Shirley was elected to serve an additional term as president and through her leadership FAE4-HA became a fully-functioning state association. Among the early achievements:

- A Professional Improvement Committee became active
- Joy Satcher of Brevard County was designated our first member to receive the Distinguished Service Award
- Tax-exempt status was obtained

- An association annual meeting time was established. It would be held at Florida's State Extension Administrative Conference.
- An annual award was established to honor "the Extension employee who developed the best 4-H materials"

President Shirley had been very active in NAE4-HA before moving to Florida. Some of her contacts in the National Association encouraged her to seek our interest in hosting the 1981 national meeting. At the December 14, 1977 Executive Board Meeting, Lowell Parrish successfully moved that FAE4-HA make a bid for the 1981 national meeting to come to Orlando, Florida. Terry Floyd was appointed chairman for the meeting if the bid was accepted by the National Committee. Dean Woeste agreed to support our bid providing FACAA and FAEHEA supported it. That afternoon at a joint meeting of the boards of all three Florida associations the proposal for FAE4-HA to bid for the 1981 4-H Agents' national meeting was supported by both the Agricultural & Home Economics Associations. Later in the year our bid was successful. In less than a decade, we had come from being Ernie Cowen's dream to making plans for a national meeting at his doorstep.

Submitted by Alice Kersey, Polk County



## **FAE4-HA 2020-2021 Officers and Directors**

### **Executive Officers:**

President -	Vanessa Spero
President Elect -	Kristie Popa
1 <sup>st</sup> Vice President -	Karen Henry
2 <sup>nd</sup> Vice President -	Stephanie Conner
Secretary -	Aly Schortinghouse
Treasurer -	Prudence Caskey
Past President -	Geralyn Sachs

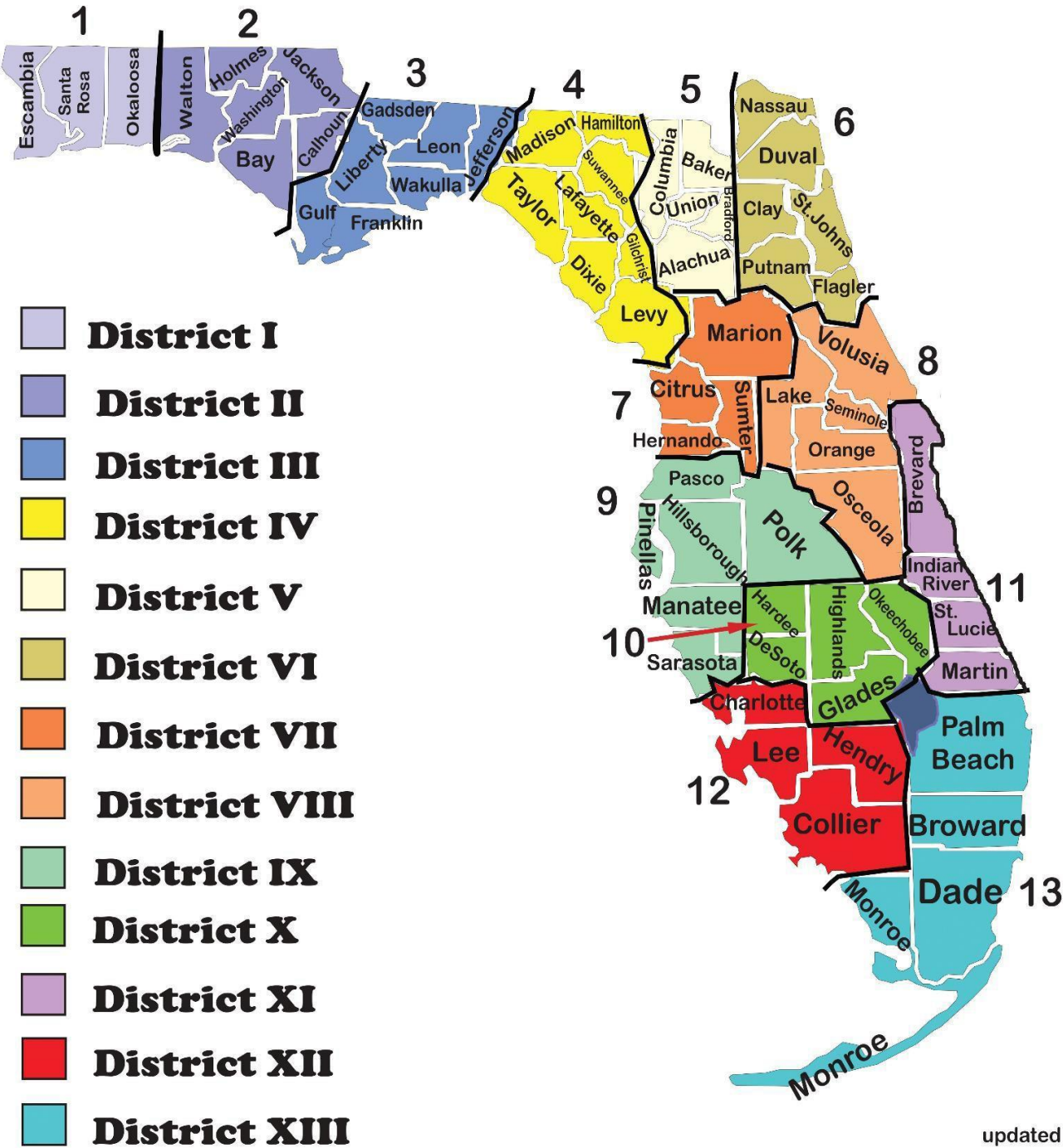
### **District Directors:**

District I -	Brian Estevez	District VIII -	Melinda Sowers
District II -	Julie Dillard	District IX -	Shayla Reighter
District III -	Rachel Pienta	District X -	Ashley H.K. Gill
District IV -	Beth Moore	District XI -	Andrea Lazzari
District V -	TBD	District XII -	Sonja Crawford
District VI -	Julia Kelly	District XIII -	Kimber Sarver
District VII -	Marnie Ward	District XIV -	Andy Toelle

### **Committee Chairs:**

Audit Committee –	Ashley Gill
Diversity –	Jessica Sprain and Marnie Ward
Member Services/Awards –	Laura Cash
Membership –	Karen Henry
Nominating –	Geralyn Sachs
Policies and Resolutions –	Charlie Poliseno
Professional Development –	Crystal McCazzio, Julia Kelly, Kimber Sarver
Programs –	Kristie Popa
Public Relations/Information –	Noelle Guay
Research and Evaluation –	Sarah Hensley
Webmaster –	Laura Valencia

# Florida 4-H Districts



updated 2014

## **SECTION II - Meeting Minutes**

September 1, 2020  
FAE4-HA Annual Meeting – EPAF  
Minutes

**FAE4-HA Annual Meeting**

**September 1, 2020**

**EPAF**

Meeting called to order at: 11:30 am Eastern/10:30 am Central by President, GERALYN SACHS.

**Membership and guests present:**

Altum, Jessica; Blount, Eva; Boston Jr, Marcus; Bowers, Alyssa; Broaddus, Brent; Bryant, Tracy; Cannon, Emma; Carter, Grace; Cash, Laura; Caskey, Prudence; Chappell, Caroline; Cherry, Whitney; Cole, Darren; Conner, Stephanie; Cowan, Ronnie; Crawford, Sonja; Crawson, Nicole; Daniel, Pauline; Davis, Sarah; Decubellis, Christopher; Ellison, Stacey; Emerson, Jessica; Estevez, Brian; Fogarty, Kate; Ghosh, Shreemoyee; Gonzalez, Daniel; Guay, Noelle; Haupt, Kelsey; Henry, Karen; Hensley, Sarah; Hernandez, Sandy; Hilton, Caylin (Newbern); Hutchinson, Alisha; Hyatt, Dewayne; Irvine, Kelsey; Janney, Heather; Joe Gasper (UF); Karsch, Theodore; Kelly, Julia Szczes; Kerr, Mary Elizabeth; Kevin Hill; Lazzari, Andrea; Leo, Allison; McMillian, Julie; Meringolo, Dallas; Michael, Shane; Momol, Tim; Moore, Elizabeth; Moores, Nancy; MorganPittman, Amanda; Mulnix, Katelyn; Mulvaney, Chandler; Nobles, Patricia; Olson, Matthew; Parkell, Natalie; Parks, Natasha; Pienta, Rachel; Pierce, Arielle; Polisenio, Charlie; Popa, Kristie; Prevatt, Tycee; Reighter, Shayla; Rice-David, Karen; Roland, Tish; Sachs, GERALYN; Sarver, Kimber; Schortinghouse, Aly; Souers, Melinda; Spann, Frances; Spann, Shaina; Spero, Vanessa; Sprain, Jessica; Strickland, Joseph; Taylor, Kalan; Thames, Whitney; Tharpe, Abbey; Toelle, Andy; Valencia, Laura; Vergot, Pete; Walker, Nicole; Ward, Marnie; Woodard, Chelsea; Yancy, Brandi; Zayas, Jose

**Pledges** lead by Kristie Popa and Prudence Caskey

**Minutes** from previous meeting on January 14, 2020

Heather Janney moved to approve, Nicole Walker seconded, Motion carried

**Treasurer's report** – Laura Valencia gave the balances

Balances

\$35,148.16      checking account balance

\$7,883.46      saving account balance

\$0              PayPal Balance

Note that money in the PayPal account has already been transferred to the checking account

**Foundation report** — Karen Henry

Last meeting End of July – moving forward with strategic plan with four areas of focus, those are: Board Roles, Marketing, Fundraising and Legislative. Work has started of the new pavilion at Camp Cherry Lake. Whitney Ellis from Orange County will be the incoming Chairperson.

**Florida 4-H Development** — Caylin Hilton

Working on a variety of initiatives and excited about pavilion construction at Camp Cherry Lake.

Mr. Henry Davis of Taylor County passed away yester and will hopefully be honored in the coming months.

Fundraising discussion – working on traditional annual fundraising to become virtual. Caylin can help with that.

Established virtual silent auctions have been successful. Mail or email campaign have also been successful. We have template materials can be personalized. Virtual fishing tournaments have also been successful.

## Southern Regional Report — Heather Janney

Virtual NAE4-HYDP conference registration is now open until September 30<sup>th</sup> and the cost is \$250. The conference will be through Open Waters. The conference is October 20-22, 2020.

Next year there will be two Regional Director positions open. If you are interested in serving, Heather can answer any questions you may have.

With the name change of NAE4-HYDP, there will be a new logo and the new website are also available. Not everything has been updated, but they are working on it.

Pulse is an excellent opportunity to submit articles for us to be able to highlight programs. If you have an article you would like to share, please send to Heather.

Working groups are available for you to be involved in at the national level.

Professional development is available all year in addition to conference. The webinars are recorded for you to be able to watch at your leisure.

## New Business

**Proposed bylaw changes** Charlie Polisenno, the changes are highlighted and are as follows:

### Constitution and By-Laws OF THE FLORIDA ASSOCIATION OF EXTENSION 4-H AGENTS

#### ARTICLE I - NAME

This organization shall be known as the Florida Association of Extension 4-H Agents.

#### ARTICLE II - PURPOSE

**Section 1:** The primary purpose is to promote the Extension 4-H profession and programs.

**Section 2:** The objectives are as follows:

- To advance the professional status of Extension personnel involved in 4-H youth programs.
- To encourage professional improvement of all its members.
- To increase interest in Extension 4-H youth development work as a career.
- To provide a medium for exchange of needs, ideas, methods, and techniques.
- To promote understanding and cooperation among all Extension workers.

#### ARTICLE III – MEMBERSHIP AND DUES

**Section 1:** Any Florida professional Extension employee working with 4-H programs is eligible for membership and may become an active member of the Association upon payment of annual membership dues. Membership in the Association is available without regard to race, creed, color, national origin, sex or age. The Regional Specialized 4-H Agents shall hold membership and voting rights as do the other on campus staff and faculty.

**Section 2:** Any new Florida professional Extension employee working with 4-H will be offered freestate membership—a discounted membership, to be determined by the Executive Committee on a yearly basis, for a period of one year following employment.



**Section 3:** Any retired member shall be eligible for life membership. Life membership consists of all rights and privileges of membership in the FAE4-HA except the right to vote or hold office including the right to vote or hold office. (Amended January 2015)

**Section 4:** Honorary membership shall be extended to those persons as determined by the Board of Directors. Nomination for honorary membership shall be presented by the Awards Committee.

Honorary membership consists of all rights and privileges of membership in the FAE4-HA except the right to vote or hold office.

**Section 5:** A student who is currently enrolled as a college student is eligible for membership into the Association upon payment of annual membership dues.

**Section 6:** State dues will be set by the Executive Committee with approval of the membership.

#### ARTICLE IV – BOARD OF DIRECTORS, OFFICERS, EXECUTIVE COMMITTEE AND VACANCIES

**Section 1:** The Board of Directors shall be the governing body of the Association.

The Board of Directors shall consist of the Executive Committee and fourteen (14) elected non-officer member Directors, one from each of the 13 Extension 4-H Districts, and one from the State 4-H Office.

**Section 2:** The officers of the Association shall be: President, President-Elect, 1<sup>st</sup> Vice President, 2nd Vice President, Secretary and Treasurer.

**Section 3:** The Executive Committee shall consist of the President, President-Elect, 1st Vice President, 2nd Vice President, Secretary, Treasurer, and Immediate Past President.

**Section 4:** In the event the office of President is vacated, the President-Elect will serve the remainder of the term of the President. Vacancies in the offices of President-elect,

1st Vice President, 2nd Vice President, Secretary, Treasurer or Directors shall be filled by appointment by the President for the remainder of the term of office, subject to the approval of the Board of Directors.

**Section 5:** The officers will assume their duties upon adjournment of the annual meeting at which they are elected. The secretary and treasurer positions are two-year terms. The secretary shall be elected in odd years and the treasurer in even years.

#### ARTICLE V - DUTIES OF EXECUTIVE COMMITTEE

**Section 1:** The duties of the Executive Committee are to formulate policy and transact business of the Association.

#### ARTICLE VI - DUTIES OF OFFICERS

**Section 1:** The President shall preside at all meetings of the Association and Board of Directors. The President shall appoint all standing committees with the approval of the Board of Directors, and is empowered to appoint, when needed, special committees that are not specifically provided for herein. He/she may serve as ex-officio member of all committees except for the Nominating Committee.

**Section 2:** The President-Elect shall be responsible for the program of work of committees, coordinate the delegation attending the National meeting or appoint an alternate coordinator with the President's approval, serve as ex-officio member of all standing committees, and preside at the meeting in the absence of the President. The

President-elect shall assume the office of the President the year following the annual meeting when elected.

**Section 3:** The 1st Vice-President shall be responsible for membership notices of dues and fees payable to the Treasurer and shall assume any other duty that may be assigned by the President. The 2nd Vice President will

assist in duties of membership as assigned by the 1st Vice President, in addition to any other duties assigned by the President. Upon completion of a one-year term, the 2nd Vice President shall assume the duties of the 1st Vice President.

**Section 4:** The Secretary shall give notice of all meetings of the association to the membership and shall record and keep minutes of such meetings. Following each meeting, the Secretary shall be custodian of all official correspondence of the organization. It is the responsibility of the Secretary to provide the President with a list of postponed or tabled motions and unfinished business in advance of each meeting so that it may be included in the agenda.

**Section 5:** The Treasurer shall be custodian of the Association's funds, shall receive and disburse them when authorized to do so, and will be responsible for the statement of the Association's finances at each meeting and submit the books for audit at the annual meetings. The Treasurer will send invoices for dues to all eligible persons prior to the annual meeting and collect membership dues.

**Section 6:** The Immediate Past President shall serve as Chairman of the Nominating Committee and as Historian.

## ARTICLE VII - ELECTIONS

**Section 1:** Elections of Officers and Directors shall be held prior to and announced at the annual meeting of FAE4-HA. Ballots shall be prepared by the Nominating

Committee and mailed **or sent electronically** to the membership at least 30 days prior to the annual meeting.

**Section 2:** The Nominating Committee shall solicit at least two names for each office and formulate a slate of officers and Directors for consideration by the membership.

**Section 3:** The Nominating Committee shall be chaired by the Past President and its membership made up of one representative from each Extension Administrative District elected at the annual meeting of FAE4-HA.

## ARTICLE VIII - DIRECTORS

**Section 1:** Directors shall serve a two-year term. Directors from even numbered 4-H districts will be elected in the even years; and directors from the odd numbered 4-H

Districts will be elected in the odd years.

**Section 2:** Directors shall be elected by ballot voting by Association members of their Districts.

## ARTICLE IX - DUTIES OF DIRECTORS

**Section 1:** Duties of the directors other than those associated with serving on the governing board may vary from year to year depending on the program emphasis and responsibilities assigned by the President.

**Section 2:** The Directors shall divide responsibilities, conduct district meetings, serve as members of Membership Committee, attend Board Meetings, and encourage membership in the Association.

## ARTICLE X - COMMITTEES

**Section 1:** Committees and their nature and extent of their duties shall be such as the Board of Directors deems necessary to further the purpose of the Association. Standing Committees shall be either National, those dealing with relations of **NAE4-HYDP** committee work, or State, those created to further the purpose of FAE4-HA. The general membership shall serve on standing committees based on their interests where possible. The President shall appoint all committee chairs and members. The President-elect shall appoint all committee vice chairs, who will rotate into the committee chair roles the following year.

**Section 2:** Special or ad hoc committees shall be appointed by the President as needed to perform specific tasks



and shall be dissolved upon completion of their tasks.

**Section 3:** All standing committees shall assume their duties upon appointment by the President following the Annual Membership meeting.

**Section 4:** A committee vice-chairman will be appointed by the President-Elect who will assume the position of committee chairman the following year, except for those determined by office.

**Section 5:** Standing committee reports will be given at the Annual Meeting.

**Section 6:** Standing Committees of FAE4-HA are as follows:

- Programs
- Membership
- Member Services
  - o Specialty Awards
  - o Communicator Awards
  - o Service Awards (25 year, ASA, DSA, MSA)
- Professional Development
- Audit
- Diversity & Inclusion
- Public Relations & Information
  - o Webmaster
- Agenteer
- Policy and Resolutions
- Nominating
- Research and Evaluation
- Life Members & Retirees

## ARTICLE XI - MEETINGS

**Section 1:** There shall be an Annual Meeting of the Association as determined by the Executive Committee.

**Section 2:** Special meetings can be called by the President as requested by the Board of Directors or 50% of the membership. A three-week notification to the membership is required for a special meeting.

**Section 3:** The Board of Directors shall meet at least one time other than the Annual Meeting at a time selected by the President.

**Section 4:** The Executive Committee can meet any time as requested by the President.

## ARTICLE XII - QUORUM

**Section 1:** A majority (more than 50%) of the membership of any meeting body, including General Membership, Board of Directors, and Executive Committee, must be present to constitute a quorum.

## ARTICLE XIII - AMENDMENT PROCEDURE

**Section 1:** The articles of the Constitution may be amended by a two-thirds vote of members present at any annual meeting or special meetings called for that purpose.

**Section 2:** Notice of proposed changes in the constitution must be sent to the membership thirty days prior to the meeting when such changes shall be voted upon.

**Section 3:** Any amendment or change in the constitution shall become effective immediately upon passage by the

membership.

#### ARTICLE XIV -VOTING

**Section 1:** Each member in good standing of the Association present at general membership meetings shall have one vote in all matters coming before the Association.

**Section 2:** All members of the Board of Directors and Committee Chairs shall have voting privileges at Board meetings.

**Section 3:** A Quorum must be present at all General Membership, Board of Directors and Executive Committee meetings in order for any items of business, including amendments to the Constitution and By-Laws, coming before the meeting body to be voted on.

#### ARTICLE XV - PARLIAMENTARY AUTHORITY

**Section 1:** Roberts Rules of Order will govern the Association in all cases except when they are inconsistent with the constitution of the Association.

*Revised and approved August 30, 2011.*

---

Charlie Polisenno moved to accept the proposed changes to the constitution as highlighted in the document that will be sent to the membership today and be voted on in 30 days, which will be October 1, 2020. Marnie Ward seconded.

Discussion: Heather Janney asked if we were sure *Agenteer* should be removed. Public Relations and Website could be used to serve this purpose. *Agenteer* was very similar to what *The Pulse* is now. There were no articles submitted for at least two years to the *Agenteer*, so it was voted off, but not removed from the bylaws. This needs to be updated since it was removed five years ago. The Programs committee is considering taking on something like the *Agenteer* to provide a venue for the agents to be able to submit scholarly articles to the membership. A poll was taken to see if the *Agenteer* should be added back in. 96% said that the *Agenteer* does not need to be added back in.

Question if Program Assistants can join. The answer is yes, Program Assistants can join and will receive the discounted membership their first year.

Laura Cash reminded the membership that any constitution changes require a 2/3 majority, so when the membership receives this, it is imperative to respond in order to make these changes.

Motion went to a vote, motion carried. Prudence will send out the proposed changes to the membership by the end of the day today.

#### **UF Leave Information** — Brent Broaddus, Vanessa Spero and Prudence Caskey

Brent shared that there is an upcoming listening session toward the end of the month. There will be a UF HR Town Hall where the information will be presented in its entirety. Plan is scheduled to go into effect January 1, 2021. More information can be found here: <https://uf florida.sharepoint.com/:b:/t/EPAF2020/EXcZTD-FJjHkY9CGyZYxqUBoqTvZinCHMEz3m9xgFZBUw?e=R9TguI>

Vanessa shared there will be a loss of 2.499 days a year or 19.994 hours accrued. 480 hours will become Paid Time Off (PTO) and anything above that will go into a Critical Sick Leave Bank which will require FMLA paperwork to be

able to use. If you have less than 480, for example, if you have 300 annual, 80 hours of sick will be added to make 380 hours PTO and the remainder of your sick leave would go into the Critical Sick Leave Bank. It is unclear if you must use all your PTO prior to using the Critical Sick Leave Bank. We hope to have more information at the Town Hall meeting.

Prudence shared that we have not seen anything published yet. The Northwest District agents want a lot more information and we hope to have those changes at the Town Hall.

Laura Valencia warned everyone to check with their county and see what the procedure is in their county and if the memorandum of understanding needs to be updated.

#### **Proposed Budget — Laura Valencia**

Laura went over the budget, highlighting that we have saved quite a bit of money due to changing costs because of COVID-19. PILD and corsages as well as the cost for the President's registration for national conference.

A note was made that last year, we had budgeted for Kristen Popell scholarship. That amount has not been issued because we have not received the request for those funds. When the request comes, we will be in the new budget year, so the initial \$550 will move forward. The total amount will be the \$550 and \$275. The amount will be \$825 for next year's budget. In the following year, the amount will revert to \$275. The money was not requested because SRTLC is virtual with no fees associated, and the money will be requested.

2020-2021 budget is very similar. The income from the EPAF auction will be zero for this budget year since there is no auction.

Fiscal year is January-December. The budget is from September-August 31. It is possible to have this report given during the Mid-Year meeting in January. Geralyn recommended to the audit committee to have some discussion before the mid-year meeting.

#### **Projected Budget — page 8 & 9**

## Projected Budget

INCOME		
ITEM	2020-2021 Estimated	2020-2021 Actual
Renewal Membership Fees ( 92 @ \$140) (Actual ____)	\$12,880.00	
Late Renewal Membership Fees (1 @ \$170) \$140+\$30 Late fee (Actual ____)	\$170.00	
New Membership Fees (3 @ \$100) (Actual ____)	\$300.00	
New Life Membership Fees (Actual = 1 @ \$240)	\$240.00	
Student Membership (1 @ \$50.00) (Actual ____)	\$50.00	
FAE4-HA Professional Improvement Account (Interest Earned) BJ Allen	\$500.00	
FAE4-HA Endowment UFF (Interest Earned)	\$3,786.08	
EPAF Auction		
PILD Credit	\$0.00	
Awards Sponsorships		
<b>TOTAL INCOME</b>	<b>\$17,926.08</b>	<b>\$0.00</b>
EXECUTIVE EXPENSES		
ITEM	Budgeted	
4-H Gator Soiree Event	\$50.00	
PILD Travel Reimbursement	\$1,500.00	
President's Supplies (Corsages, Pins NAE4-HA)	\$200.00	
NAE4-HA Conference Award Scholarships (2) Actual	\$1,500.00	
President's NAE4HA Registration	\$450.00	
NAE4-HA Membership Dues (95 Members) <b>Actual ( )</b>	\$7,500.00	
Alden Hillaker Scholarship (4-H Member)	\$500.00	
BJ Allen Scholarship (FAE4-HA Member)	\$500.00	
Secretary/Treasurer Supplies (postage)	\$10.00	
EPAF - FAE4-HA Award Winner Registration (Specialist and Friend of 4-H)		
Kristen Poppell Leadership Scholarship ( \$550.00 + 275.00= \$825.00)*	\$825.00	
QuickBooks	\$325.00	
SunBIZ	\$70.00	
<b>TOTAL EXECUTIVE EXPENSES</b>	<b>\$13,430.00</b>	<b>\$0.00</b>
<i>*no recurring funds</i>		
STANDING COMMITTEE EXPENSES		
ITEM	Budgeted	
Special Awards (plus certificate paper)	\$2,000.00	
Public Relations	\$200.00	
Membership Services (NAE4-HA pins)	\$200.00	
Policy & Resolutions, By-laws	\$0.00	
Programs	\$200.00	
Professional Development	\$200.00	
Diversity	\$200.00	
Audit	\$0.00	
Evaluation	\$200.00	
Nominating	-	
<b>TOTAL STANDING COMMITTEE EXPENSES</b>	<b>\$3,200.00</b>	<b>\$0.00</b>
<b>Investment Account</b>	<b>\$0.00</b>	

ITEM	ESTIMATED	Actual
	2020-2021	2020-2021
<b>(+) TOTAL INCOME</b>	<b>\$17,926.08</b>	<b>\$0.00</b>
<b>(-) TOTAL EXPENSES</b>	<b>\$16,630.00</b>	<b>\$0.00</b>
<b>Profit/Loss</b>	<b>\$1,296.08</b>	<b>\$0.00</b>
<b>2012 Award Proceeds</b>	<b>Remaining Allocation</b>	
Professional Development Career Enhancement - TBD	\$2,000.00	
Mentor of the Year - 2 x \$250.00 per year	\$1,000.00	
Program Support for 4-HU - 2 x 500.00 per year	\$4,000.00	
Higher Degree Award - \$25.00 for MS, \$50 for PhD.	\$725.00	
Seminar Honorarium -\$200.00 per National Presentation	\$0.00	
Checking Account Balance as of 8/31/2020 ( )	\$35,148.16	
Savings Account Balance as of 8/31/2020	\$7,883.46	
UFF FAE4-HA Endowment Account Balance as of 3/3/2020	\$66,892.96	

Motion to accept the proposed budget, made by Heather Janney. Vanessa Spero seconded. Motion Carried.

#### Committee Announcements/Updates:

- Retirees/Life Members-Judy Butterfield—No Report
- Audit-Ashley Gill—No Report, will need to get together and discuss the reporting and fiscal yeartimelines.
- Diversity and Inclusion – Marnie Ward & Jessica Sprain, working on new tools.
- Member Service– Laura Cash, committee made up of co-chair Kalan Taylor, State Award Chair, Kelsey Haupt, Communicator Awards Chairs, Shana Spann and Kelsey Irvine and Specialty Awards Chair, Stephanie Conner and Service Awards Chair, Kalan Taylor. Financial Report, \$19 for physical awards. Received a \$400 sponsorship. Each award winner will receive physical award. Decision will need to be made how to get awards out. No applications were received for BJ Allen Award, NAE4-HA Scholarship, nor the Professional Improvement scholarship. Seminar honorariums have been depleted from the proceeds for the 2012 conference. The awards packet was put together, and the IST in January was excellent to be able to help people apply a little easier. Corrections have been sent to the website and will be updated soon.

2020-2021 team is Laura Cash, Chair. State Award Chair, Kelsey Haupt, co- Chair Alisha Hutchinson, Communicator Awards Chairs, Shana Spann and Kelsey Irvine and Specialty Awards Chair, StephanieConner and Service Awards Chair, Marnie Ward and Alissa Bowers.

- Membership-Kristie Popa—82 renewing members, 1 new life member and 11 new members. EPAF posters are on TEAMS for EPAF
- Nominating-Brent Broaddus—58 people voted, which is 11 officers

Second Vice President is Stephanie Conner Treasurer is Prudence Caskey

District Directors: 2—Julie Dillard; 4—Beth Moore; 6—Julie Kelley; 8—Melinda Souers; 10—Ashley Gill; 12— Ariel Blanton; 14—Dr. Andy Toelle.

- Policies and Resolution-Charlie Polisen—Bylaws will be sent out today to review before vote on October 1, 2020.
- Professional Development-C. McCazzio, J. Kelly, K. Sarver, working hard to make sure FAE4-HA room will run smoothly, thanks to Noelle. Received 31 qualified abstracts. 10 judged volunteers to review. Each abstract reviewed by three reviewers. Julia shared last year a needs assessment was conducted and the needs expressed were volunteer training, advisory committees, and leadership development. The committee will meet to see the best way to meet these needs. The needs assessment was conducted prior to the virtual programming shift. If additional needs are required, please let us know.
- Programs-Kristie Popa—committee will be presenting in a roundtable at the national conference, Focus on the Fair.
- Public Relations and Information-Noelle Guay—Posting more on Facebook and working with the webmaster to keep up to date.
- Research and Evaluation-Sarah Hensley—If you were a presenter for the virtual day camps, evaluations are being completed now. Report will be out soon. Dr. Chris Decubellis had a recent article published in the Journal of Extension on Belonging. It can be found here: <https://eric.ed.gov/?id=EJ1258803>
- Webmaster-Laura Valencia working on website, pulled the site down for two weeks and will be launching in a couple of days. The new officers' information will be added to the website. An invoice will not need to be received from Prudence. The new form will be on the site and launched either Friday or early next week by IFAS communications.

#### FAE4-HA District Director Announcements/Updates:

- District 1 - Brian Estevez, Escambia  
Escambia, Santa Rosa, and Okaloosa Counties. Ronnie Cowan was hired in Okaloosa County as the County Extension Director and 4-H Agent. He and his wife also welcomed baby girl, Emory Cowan on July 17. Prudence Caskey submitted her promotion packet and Santa Rosa County 4-H is constructing a 4-H Field Education Facility that Prudence got a six-figure grant for. It should be completed soon. In Escambia County, Brian was promoted to Agent III and Aly Schortinghouse is the FAE4-HA Young Professional of the Year. Jereme Johnson also received Support Staff of the Year.  
District II - Julie Dillard, Washington—No Report
- District III – Rachel Pienta, Wakulla, given by Prudence Caskey  
We have added 2 new 4-H agents: Evie Blount in Gadsden and Julie McMillian in Gulf County. Julie McMillian will be going on maternity leave soon.  
The North Florida Fair has been canceled due to COVID concerns. Allison Leo and Evie Blount have been working on virtual options for 4-H competitions. More to be announced about these opportunities soon.
- District IV – No Report, Beth Moore will have a report next year.
- District V – Amanda Pittman, Alachua  
Have hired on a new agent for Bradford County, she will be hired on at the end of September.
- District VI – Kelsey Haupt, Duval  
Clay, Duval, St. Johns, Flagler, Nassau, and Putnam Counties.  
Almost fully staffed, waiting on a second agent in St. John's County. Crystal has been on sabbatical and will

be returning in a month. As a district, they brought in over 20 awards on the state, regional and national levels. Over 70 educational videos were also created by the district.

- District VII – Marnie Ward, Citrus Vacancies, new staff, 4-H anniversaries:
  - Kalan Taylor (former Sumter County 4-H Agent) has moved to Volusia County where she is the Livestock Agent
  - Emma Canon joined Marion County 4-H in January 2020.
  - Chandler Mulvaney celebrated 1 year with Marion County 4-H in June.
  - Nancy Moores (Hernando County) joined 4-H in January 1999 and is at the end of her 22nd year.
  - Marnie Ward (Citrus County) celebrates her 7th year with Extension in September.
  - Dakota Treffeisen joined Sumter County 4-H as the Program Assistant in April 2020.

Education highlights, awards, members on committees:

- Dr. Marnie Ward (Citrus) earned promotion to Agent II and permanent status this year.
- Nancy Moores is currently leading the Hernando County, while serving as the interim Sumter County 4-H Agent. She continues her work towards her doctoral degree in Higher Education Leadership.
- Chandler had 3 journal publications this year,
- Mulvaney, C., & Kelsey, K. (2020). A phenomenological inquiry to understand Ugandan farmers' perceived barriers to fertilizer use. *Advancements in Agricultural Development*, 1(1), 63-74.
- Mulvaney, M. C., Ocala, F. L., Kelsey, K. D., Fuhrman, N. E., & Lemo, M. R. Climbing Jacob's Ladder: A Phenomenological Inquiry to Understand Ugandan Farmers' Experiences Using Fertilizers. *Journal of Southern Agricultural Education Research*, Vol. 69, 1-15.
- Mulvaney, C., Kelsey, K. D., Lemo, R., & Angle, S. J. (2020, July/August). Basic Economics: Understanding Why African Farmers Use So Little Fertilizer. *Fertilizer Focus*, 37(4), 72-75.

Success Stories or Programs to highlight or share:

- District VII

Has a strong team. We have worked through the challenges of COVID-19, while continuing to provide high quality positive youth development programming. Many of us were part of the 4-H Adventures Virtual programming as we grew in our technology skills and seized the opportunities to step outside our comfort zones.

I would like to introduce our newest team member, Dakota Treffeisen. She is the new Program Assistant for Sumter County 4-H. I asked Dakota to share a little bit about herself.

"I started working at UF/IFAS Extension in Sumter County in April at the beginning of the pandemic, and shortly after I started our 4-H agent (Kalan Taylor) took a position in another county. I have earned my Associate in Science degree in Early Childhood Education, as well as my Associate in Arts degree at the College of Central Florida. I am currently looking into pursuing my bachelor's degree at the University of Florida in Family, Youth, and Community Services. I am an alumnus of both Florida 4-H and Sumter County 4-H. As a 4-H member, I enjoyed being active in many local and state events/activities. From these experiences, I learned a lot about public speaking and agriculture. I am looking forward to giving back to

the community that helped shape me into who I am today. One last thing about myself is that I recently got engaged in January of 2020". Join me in welcoming Dakota to District 7.

From Hernando County, Agent Nancy Moores continues through the pandemic working on her doctoral dissertation and coursework. She understands first-hand what the youth went through moving everything online and living through your screen. She is very proud of her 4-H family, community, and the FFA program for rallying together to sell all 114 fair livestock projects and leave no member without a buyer. Add-ons were "generated and our kids did well for a no-fair, upside down time". In addition to these sales, we were able to judge the livestock record books and provide formats for county events and the photo contest. Nancy is now serving as the interim agent in Sumter, as well, waiting for the hiring freeze to thaw out and keeping the volunteers informed and motivated for the New Year.

Emma Cannon, the newest agent in District 7, joined us in January of 2020. Emma is from North Carolina, where she was born and raised in Wendell, NC. She attended North Carolina State University and received a Bachelor of Science in Agricultural Science with minors in Horticulture, Animal Science, and Agricultural Business Management. Upon completing her undergraduate degree, she moved to Ghana where she lived for six months in a rural village. While there, as an AgriCorps Fellow, she had three roles: Extension Agent, Junior High School Agriculture Teacher, and 4-H Agent. Upon returning to the U.S., Emma returned to North Carolina State University where she obtained her Master of Science in Agricultural and Extension Education focusing on agriculture curriculum adoption by highschool teachers in Uganda. Emma is excited to be living in working and working in Florida for UF/IFAS as a 4-H Youth Development Extension Agent. She is avid outdoorsman and loves to explore new places. She spends her time gardening and visiting the many beautiful beaches that Florida has to offer. Marnie has earned promotion to Agent II and permanent status this year. She has become active on the Florida 4-H and National 4-H Volunteer Working Groups. She looks forward to working with other Agents, across Florida and the Nation, to develop strong volunteer resources that inspire, train and retain our volunteers. This year Marnie also became a "Gator Mom". Her oldest daughter, Diana, is studying Microbiology and Immunology at the College of Agriculture and Life Sciences at the University of Florida – GO GATORS!!

Chandler comes to us from UGA where he completed his master's degree. He is also an alumnus of Alabama 4-H where he was State 4-H President and member of the Leadership Team for National 4-H Congress. He is a member of the Association for International Agriculture and Rural Development (AIARD) Board and actively represents the Future Leader Fellows Program in Washington, D.C. Chandler joined membership with NAE-4HA & FAE-4HA. In Marion County, he and Emma have co-partnered with other Florida Extension Agents for the virtual UF/IFAS Victory Garden 2020 Program. There have been over 3,000 participants from more than 40 states. On the personal side, Chandler has done some traveling this year to visit family and has purchased a new vehicle. In his own words "doing big things!"

- District VIII – Chelsea Woodard, Seminole – Orange County currently has one vacancy, which is in hiring a freeze. Laura Valencia's program Soccer for Success is now going to a virtual format.
- District IX – Shayla Reighter, Pasco – Almost full staff, new agent for Manatee County will be added soon.
- District X – Ashley Gill, Highlands – Given Tycee Prevatt, Ashley is home with her baby girl. The district is fully staffed and doing well.
- District XI – Andrea Lazzari, Brevard – Brevard, Indian River, Martin, and St. Lucy Counties. Fully staffed and working hard. Goal to build up district council
- District XII – Sonja Crawford, Hendry – No Report
- District XIII – Kimber Sarver, Miami-Dade



Palm Beach, Broward Miami-Dade and Monroe Counties. No 4-H position in Monroe, which is the Keys. Realignment in the district with assistance from Brent Broaddus and Vanessa Spero. District is fully staffed. Broward has been providing their youth with at-home garden kits and received a \$10,000 grant to help a low-income housing project with gardening. Miami-Dade have been providing healthy living and STEM virtual programming. Palm Beach County created [#athomewith4H](#) video series. Also created 275 camp-to-go kits.

- District XIV – State Office-Andy Toelle—All RSA positions are all filled. Lost Grace Carter to Duval County and gained Derby Sale from Suwannee County to State Office. Gained Francis Span to work with Chris on Animal Science Programming.

**Installation of New Members:** Kristie Popa and Karen Henry

- Michael Shawn Jackson, Lafayette County
- Daniel Gonzalez, Palm Beach County
- Shayle Reighter, Pasco County
- Ariel Blanton, Camp Timpoochee
- Clair Norden, Camp Timpoochee
- Kristi McCallister, Union County
- Marie Arick, Liberty County
- Caroline Chappell, Jackson County
- Chandler Mulvaney, Marion County
- Emma Cannon, Marion County
- Theodore Karsch, Nassau County

**Incoming Officers and District Directors** — Brent Broaddus - Incoming officers will be inducted on Thursday by Dean Place.

**State Office Update** — Stacy Ellison Excited to have the virtual EPAF and continues to encourage the agents to come to her with any questions.

**Passing the Gavel** — GERALYN SACHS to VANESSA SPERO

**Announcements and adjourn** — Vanessa Spero - Awards presentation will follow. Meeting adjourned at 12:36 eastern, 11:36 central. Minutes submitted by Prudence Caskey

END of September 1, 2020  
FAE4-HA Annual Meeting - EPAF

January 12, 2021  
FAE4-HA Mid-Year Membership Meeting  
Minutes



## 2020-2021 Officers

**Vanessa Spero**  
President  
[vspero@ufl.edu](mailto:vspero@ufl.edu)

**Kristie Popa**  
President-Elect  
[kpopa@ufl.edu](mailto:kpopa@ufl.edu)

**Karen Henry**  
1st Vice President  
[khenry@seminolecountyfl.gov](mailto:khenry@seminolecountyfl.gov)

**Stephanie Conner**  
2nd Vice President  
[Sconner04@ufl.edu](mailto:Sconner04@ufl.edu)

**Aly Schortinghouse**  
Secretary  
[aschortinghouse@ufl.edu](mailto:aschortinghouse@ufl.edu)

**Prudence Caskey**  
Treasurer  
[prudencecaskey@ufl.edu](mailto:prudencecaskey@ufl.edu)

**Geralyn Sachs**  
Past President  
[fish12@ufl.edu](mailto:fish12@ufl.edu)

## FAE4-HA Mid-Year Membership Meeting

Tuesday, January 12, 2021 @ 10:00 am ET  
Minutes

**Welcome:** Vanessa Spero

Call to order at 10:01 am EST. Welcome.

**Pledges:**

**American Pledge:** Karen Henry

**4-H pledge:** Kristie Popa

**Inspiration** Kimber Sarver

Good morning! From Sheryl Crow, the musician, because when motivation is low, like it has been due to Corona, this might help you push on just a little bit farther. So, the quote is, if you just keep putting one foot in front of the other fantastical things can happen. Sheryl Crow.

**Special Guest Introduction – Vanessa Spero**

Jeffrey Burke, our southern region director, is present in the meeting. He is with University of Georgia, as the coordinator for the state for each event and programs, and he's responsible for the execution and evaluation of assign statewide for each event and programs including for each Council Congress junior conference in your conference.

*Jeffrey –* So it's great to see you all. And I look forward to sharing with you all. And just a little bit.

**Minutes – Aly Schortinghouse**

**Roll Call:** 74 voting members present, 75 individuals present

Charlie P.: Madame President, do we have a quorum present today?

Karen H.: Our full membership is 118, 94 active members, 24 life members.

Vanessa S.: There is a quorum present.

**Motion:** Charlie Poliseno moves to accept the minutes of the previous membership meeting.

**Second:** Sarah Davis

Laura Cash: this is a report no need to vote, though you may choose to, it is not necessary.

No vote occurred, moving forward.

### **Treasurer's Report-** Prudence Caskey

- Total as of Today January 11, 2021
  - BUSINESS CHECKING               \$38,077.25
  - SAVINGS                             \$ 7,883.79
  - Paypal Balance                   \$ 7,579.76 – not yet moved out of paypal.

Comments: none

### **Committee Updates:**

#### **Audit – Ashley Gill**

We are still waiting to do annual report. There is a need for a person to replace Kalan Taylor. Ashley: There is a taker, but anybody else can get with Ashley this afternoon. As soon as the second person can get with Ashley, they will get the audit completed, and will report back.

#### **Diversity & Inclusion – Marine Ward & Jessica Sprain**

There is a meeting on books for February, and the full update will be given during the IST this afternoon.

#### **Life Members & Retirees – Judy Butterfield**

Vanessa: Judy is not with us today, but they are making some changes and doing some follow ups.

#### **Member Services – Laura Cash**

You will hear about this committee more later today. You should have received a state or national awards by mail. Register for the IST on PDEC called FAE4-HA Awards (#31895). More information to come this afternoon.

Topic: IST #31895 FAE4-HA Awards

Time: Jan 21, 2021, 09:00 AM Eastern Time (US and Canada)

Join Zoom Meeting

<https://ufl.zoom.us/j/94141768074?pwd=QUUpSb21uSWVVBZTBpazVrai9ZU2xqdz09>

Meeting ID: 941 4176 8074

Passcode: 846735

Vanessa: super thank you to the team who sent out the awards ahead for this past year to make sure that we received them!

#### **Membership – Karen Henry**

We have 118 members on the roster. Working on state membership reports. These will be sent out to verify before sending on to nationals.

#### **Nominating – Geralyn Sachs**

FAE4-HA members **interested in serving** on the FAE4-HA **nomination committee** should **contact Geralyn Sachs** by emailing her at [fish12@ufl.edu](mailto:fish12@ufl.edu) by April 1<sup>st</sup>.

**Nominations accepted for the following FAE4-HA positions** will open on **June 1<sup>st</sup>** and close on **July**

2<sup>nd</sup>:

- Secretary
- 2<sup>nd</sup> Vice President
- District Directors for the following districts: 1, 3, 5, 7, 9, 11, and 13

**2021 Elections** will take place **electronically** from **August 2<sup>nd</sup> to August 31<sup>st</sup>**. Link to an electronic ballot will be sent out on August 2<sup>nd</sup> and the link will become inactive at midnight on August 31<sup>st</sup>. Sachs will meet with B. Broadus to learn about the electronic ballot system he used in 2020.

#### **Policies and Resolution – Charlie Polisenio**

This committee update will occur later in the meeting.

#### **Professional Development – J. Kelly, K. Sarver, C. McCazzio**

Thank you for patience during EPAF regarding both the new experience and the format. Thank you abstract reviewers. Megan Cantrell will be presenting on “Leading Volunteers across Generations” later in our IST session this afternoon. We encourage everyone to log in this afternoon.

#### **Programs – Kristie Popa**

The committee is continuing to work on fact sheets. If you have any topics to be covered, we would be happy to get those. Send them to Kristie please.

#### **Public Relations and Information – Noelle Guay**

Nothing major to report the only follow up is from our last meeting. Just working on the best way to facilitate the transfer that information to the right channels so that our union members including our life members have that information in a timely manner to pay for both fit for AJ and subsequently me for each YTP. That's it.

#### **Research and Evaluation – Sarah Hensley**

Two new data collection efforts that will be coming under way soon. One is our common measures 2.0 National Call for data. So, we'll be orchestrating that for Florida and the second thing is part of the multi state research project we are involved in. We will be doing some exit interviews of our first-year members. And again, not some of the research that I've shared previously.

#### **Webmaster – Laura Valencia**

Nothing new to report.

#### **District Director Updates**

- **District I** – Brian Estevez

**Escambia:** Making the Best, better. **Okaloosa:** Created 3 videos for wild game food safety like fun in the kitchen, Tree stand Safety, and a video for juvenile youth hunters. Established new Art club. **Santa Rosa:** The 4-H Field Education Facility is to be finished this year and our YouTube Channel; Santa Rosa County 4-H is adding a new cooking video a month on average.

- **District II** – Julie Dillard

Aly: Jena Gilmore (Walton) is back from maternity leave, and Whitney Cherry (Calhoun) resigned to be a stay-at-home mom.

- **District III** – Rachel Pienta

Leon 4-H agent Allison Leo welcomed a little girl to her family in December. Evie Blount joined the Gadsden Extension office as the new 4-H agent. Haley Bare joined the Wakulla Extension office as the new 4-H program assistant.

- **District IV** – Beth Moore

Currently there are two 4-H Agent positions open (Suwannee County and Levy County). Currently both counties have program assistants keeping the programs up and going. Suwannee County will conduct interviews in late February/early March. The Levy County position continues to be vacant, and no date has been given as to when it will be filled. Beth Kerr from Hamilton completed her master's and received the

- **District V** – Amanda Pittman

Aly: Baker County starting a Junior Beekeeping club and we finished phase 1 of the teaching pavilion for baker.

Excited to welcome Samara Purvis to our District as the Bradford County CED and 4-H Agent. Amanda Pittman is expecting her first child in early February.

- **District VI** – Julia Kelly

All counties in District 6 continue to be busy creating virtual experiences for their 4-H youth.

In **Duval County**, they created a virtual 4-H AgVentures program in partnership with the Greater Jacksonville Fair and Duval County Farm Bureau. In this virtual experience third grade students from around Duval County experienced local agriculture in their own classrooms with educational videos and a hands-on activity box delivered to their school. A few places highlighted in the videos include Diamond D Farm, Shenandoah Dairy farm, Bee Friends Farms, Native Fresh Aquaponics, Duval County Urban Gardens, Backyard hens, and 4-H Embryology. The program reached 1,0029 students from 16 schools this year.

They also hosted 4-H Judging Contests and Animal Clinics at the Greater Jacksonville Fair Food Fest November 14<sup>th</sup> and 15<sup>th</sup>, social distancing and safely while still giving 4-H members the chance to demonstrate knowledge on Poultry, Consumer Choices, Horticulture ID, Forest Ecology and participate in clinics for dogs, rabbits, poultry, and Pullet Auction.

In **Nassau County**, Kelsey Irvine held a fully sponsored virtual showmanship contest and multi-county virtual hippology contest all while successfully completing her 3-year packet process! She continues to grow virtual equine programs with help from other agents/specialists.

I am happy to report that in **Putnam County**, Crystal McCazzio is back from her six-month sabbatical.

The big news in **St. Johns County** is our new agent, Allie Anderson, started in December. We are over the moon excited to finally have her on board. Allie is a St. Johns County 4-H alumnus and for the past several months has been a 4-H volunteer. Allie's background is animal science, with a focus on equine science. I am excited she's a twenty-something, bringing a fresh perspective to our office.

I submitted my permanent status and promotion packet and am waiting patiently for the result.

We are very proud to report that Kelsey Haupt and Kelsey Irvine each won the 2020 Achievement in Service Award.

- **District VII** – Marnie Ward

Chandler and Emma are getting an update at their office; new floors, fresh paint and best of all an updated bathroom!!

They've had a lot of success with several projects this year and Emma is proud of her "Garden Army Bootcamp Series;" that encouraged citizens to understand sustainable food systems.

Nancy continuing to work on her doctoral degree and is past halfway. Please support Nancy and complete the survey to support her research. Nancy is the interim 4-H agent in Sumter. Position is frozen though they have an awesome pa.

Marnie my daughter is now working for IFAS as a research assistant!

- **District VIII** – Melinda Souers

As of today, I do not have any personal/professional reports from the agents in our 4-H district. No staff changes, babies, or weddings to report. Orange county vacancy is still frozen.

- **District IX** – Shayla Reighter

District 9 is doing well, many of our agents are getting ready for county fairs in the coming months. The 4-H agent position in Manatee County is still open. Applications are closing soon and may have a new agent. Sarasota is looking for a new pa. looking for intern in to work with 4-h if you have any interest. Opportunity to present at state conference on the League of enviro education in Florida. Fair prep is starting to take place.

Our district council youth are planning community service projects for the spring that align with our state service project.

- **District X** – Ashley Gill

Overall, our district is doing well, with many clubs being able to meet face to face while adhering to COVID guidelines. Many agents have worked to make accommodations for clubs that do not have the capacity to meet in person. Trainings have been provided to

volunteers to ensure that they know their options for virtual meetings and how to offer 4-H activities at home.

**Desoto-**We are doing well in DeSoto County. Sounds like a common problem is being short staffed, as my program assistant and I have been holding down the fort since March! We did just welcome Carrie Baucom back to our office as our Administrative Assistant. Carrie has worked with Kristie Popa for many years as the 4-H Program Assistant in both DeSoto and Charlotte County and will be excited to have her join our DeSoto team. UF is still on the hunt for a new CED/Livestock Agent in DeSoto County.

Our 4-H Clubs have been meeting virtually and some are working to transition back into in-person meetings, following the CDC Guidelines of course. A couple clubs have coordinated community service projects, utilizing our office as a collection point. We are working with the schools to partner with them again this year. It has been a slower process, but we are getting close to being able to visit students in the classroom!

This year has been challenging, but we are pushing along and making the best out of what we have and the restrictions we lie within.

**Glades-** Glades County is plugging along. Our major office news is that Mrs. Tina left us, and we have hired Ashley Piz.

**Hardee-**

- New PA (second one this year)
- Multiple CC and other clubs' efforts to do Community Service and fundraisings
- One school allowed us to have Embryology and Gardening.
- Developing of multiple videos for our youth (Gardening, STEM, Embryology, recipes).
- Working together with Ona Research Station we are going to develop The Bluebird Watcher: the youth will help building nest box for bluebird at homes and Ona.

**Highlands-** Highlands County is short staffed but is doing well. Our livestock agent is out on maternity leave, we are currently looking to hire a CED/ natural resource agent. We recently hired a new secretary and are anxious for her to get all the trainings and credentials needed for her to process financial transactions on the county and UF side.

We have offered several virtual programs for our youth as well as returned to doing in person activities as much possible while following CDC and UF policies. Our shooting sports club has resumed practices as well as many other clubs. However, with a recent spike in the number of positive COVID tests and required quarantines of youth (from exposure to another youth at school) we are beginning to re-evaluate future programs.

Back from maternity leave.



**Okeechobee-** About ½ of our 4-H clubs have gotten face to face meetings approved and have been quite creative with places to meet that are outside. (Pole barns at ranches have been the most popular place)

Carrie and I have been hosting virtual 4-H meetings monthly to accommodate those families that are unable to attend due to Covid situations. September and October we held 7 project specific meetings for youth members and families to achieve their requirements with our livestock show (OYLS) rules. November and December we are only hosting 2 general meetings in which we are accommodating just a few clubs that are still waiting to meet until either December or January. November's meetings are teaching parliamentary procedure making trail mix (even though we can't eat it) and the youth have learned a lot. December meetings will probably have a learning content of community service and why it's important to participate in these in 4-H.

We also had our first ever virtual awards banquet. Carrie and I recorded over Zoom and posted the awards banquet on the county Google site. So far, the video has had 96 views.

**The Seminole Tribe-** 4-H agent, Aaron Stam has accepted a position as the new Director of Natural Resources for the Seminole Tribe of Florida Inc. Aaron will be overseeing the Tribe's cattle program, citrus, sugarcane, and mining operations and is no longer an extension employee.

- **District XI – Andrea Lazzari**

District 11 had their first District Council meeting in December 2020, led by St. Lucie County's County Council. The meeting went well with great participation. The youth are planning to continue hosting District Council meetings and are hoping to work on a district-wide project together.

- **District XII – Sonja Crawford**

Aly:

**Charlotte County**

**Kristie Popa –** Charlotte is staying busy providing programming and support to 4-H youth and volunteers during this time.

**Collier County**

**Tish Roland -** The 4-H Team in Collier County is keeping busy. That means we have been on a learning curve for ourselves. We have had to learn how to video educational trainings, teach via Zoom, training adults in Project Learning Tree & Project WILD – Aquatic WILD – Flying WILD and Growing Up WILD. We will have a new kitchen at the office. It is complete right now but waiting for a certificate of occupancy. It is the last item in our building to get done due to Hurricane Irma. We are excited to start using it. It has a camera in the ceiling so that people can see what is happening inside a pan.

We just got a new Freeze Dryer and have been freeze drying ice cream, candy, and

vegetables. We will be adding this education to our Hurricane food prep class. People will also be able to sign up and use the freeze dryer to do their own products. The neat thing is the food will last for 25 years.

Arielle Pierce from Lee County and Tish have taught Florida State Fair Livestock Ethics to 211 youth from all over Florida. We both agree that Zoom trainings for this information are the way to go.

We are missing our youth and wishing that things could get back to the way it was prior to COVID 19.

Wishing you all the best in 2021.

### **Hendry County**

**Sonja Crawford** – Hendry County 4-H staff is staying busy. With face to face meetings limited, we have cleaned and decluttered the office. Virtual meetings have been a challenge due to being in a rural area as well as not having editing software to edit pre-recorded teachings/meetings. We just stay positive and try our best. We are in the process of getting equipment for virtual programming. As soon as the equipment is installed in our LaBelle and Clewiston office, we will be offering more virtual meetings. As far as personally, everyone is doing well. We are all ready to get back to normal very soon.

### **Lee County**

**Arielle Pierce** – Lee County is learning to make the best out of technology resources while pulling clientele up to speed as well. Learning new platforms has been the silver lining as it has allowed the continuation of some of the traditional programming. Clubs are being inventive while staying in the parameters of COVID for project help and community service. Arielle has been blessed to have leaders who are not afraid of a challenge and couldn't do it without them! Tish Roland from Collier County and Arielle have officially become ZOOM Ethics Queens, reaching over 200 youth, across the state to fulfill their ethics requirements. Overall, Arielle is still learning bits and pieces of the program (both normal and COVID) but she is thankful to be here and be in a strong district.

- **District XIII** – Kimber Sarver

Broward, Miami-Dade, and Palm Beach counties have been busy trying to program where possible throughout their counties.

**Palm Beach County** with Agents Noelle Guay and Daniel Gonzalez reports that the

- South Florida It is starting Friday through the 31st as a mini fair (no indoor exhibits, no games, just outdoor kids ride, fair food, livestock auctions, some small vendors, and some outdoor entertainment.
- There are 6 schools participating in the embryology project and 3 schools for butterfly life cycles.

- Daniels has been able to do school enrichment with all 700 kids at a local elementary school...all new to 4-H. And he is starting to work with all the Ag classes at the local high school next week.

**Broward County** with Agent Karen Rice-David reports that she is continuing her programming as much as possible with Covid restrictions.

**Miami-Dade County** with Agents Kimber Sarver and Whitney Thames report that they are continuing their programming as much as possible with Covid restrictions. And, that there will be a Fair in Miami this year – March 18<sup>th</sup> - April 11<sup>th</sup>. 4-H is one of the few vendors that have been called back to the Fair, so we are glad to be back to some normalcy

- **District XIV – Andy Toelle**

Stacey is now DR. Stacey Ellison! she is getting a puppy! Boston Terrier! Vanessa: my kid got bunnies from his dad, and I started grad school.

### **Bylaw Vote – Vanessa Spero**

This was proposed during EPAF by and failed to receive enough votes on Qualtrics, so we are revisiting.

*Charlie:* We get I'll just go through, and I'll hit the highlighted sections that are in the document. So, first section there.

- We added the word Florida, just to clear up some of the ambiguity to specify this for our State Association.
- Section two there and Article three any new Florida professional extension employee working with four h will be offered we removed a free state membership due to the
  - Association membership costs changes at the national level. So that is a discounted membership to be determined by the executive committee on a yearly basis, based on what our budget can withstand Section three any retired members shall be eligible for life membership live membership consists of all rights and privileges of membership in the FAE4-HA
- Offer them the ability to hold office and to vote in our, in our meetings as they are still holding their membership status. So that was a bylaw change.
  - And it looks like that was actually changed in January of 2015, but we wanted to make sure that that got updated in the physical document.
- Article seven elections of officers and directors. This was basically just to bring us into our code world and our 21st century. So, these things can be sent electronically.
  - So that was the only change there to the article seven
- If we want to continue moving down article 10 here, but just updated.
- Sections six we updated the committee's and what they were not only was the formatting.
  - Incorrect on the previous documents have made it very confusing as to which areas were under which sub-committee.
  - But we went ahead and remove the agents here as well as we were not utilizing that that function for our newsletter and we added I believe our clarified the life members and retiree's section.

- And I believe that that was all the updates there and obviously there at the bottom of the document. It shows that it was not updated since I think that's a 2011 so you know only 10 years since we last updated this so we're getting this backup up to date and on to the 21st century. So, any chance to vote on these separately. Are we voting to adopt all proposed changes, but we have not taken emotion yet so?

Motion: *Charlie:* I move to accept all Policies and all proposed changes as presented.

Second: Kristie Popa

Discussion: Sarah D.: please scroll back to the committee section.

Chris DeCubellis –

- Just a little bit of concerned about is the life members holding office, and it's not that big of a deal, but typically, these are the kinds of things that agents will do. I mean, I do it because they're passionate about the organization, but also it helps them on their packet and promotion and I just, you know, when I retire. I don't want to take away somebody's spot. You know, this agent needs to hold an office or something of those helps a young agent on their pack and I mean I've already done my career and it's not going to help them. I mean, it's good for the organization. I guess I'll let institutionalizing see both sides of it, but I just hate to take something away from our current agent and he's it for their packet as my only concern.

*Vanessa:* I think it could be a benefit when we don't have somebody running and there is somebody who is willing to do it. So, there's pros and cons.

*Derby:* like Chris's point, for the benefit of the organization, their time and effort could benefit our association.

*Sarah Davis:* which district are the life members in? the one they live in or where they served?

*Vanessa:* They have their own.

*Karen:* thought they had a separate district, but we did not have that listed are they like are they number district 15

*Shaina:* there was a discussion of life members having their own district specifically for life members. Was section 3 amended from 2015 to hold offices for life members. This was amended because they wanted voting rights.

*Laura:* state awards is not included under member services. Could be added through an addition. No bearing on current voting.

*Vanessa:* district 15 was added to the 2019-2020 handbook. Was added do we have to go back through and find when we approved this in previous meeting minutes. This should just be an addition but could be dealt with separate to the amendments at hand.

**Vote:** aye, nay- no one 74 voting members

Charlie, please research the bylaw change for section 30 article 13. We will need notice of proposed

change to be sent 30 days prior. Charlie will make changes find where to look for where this extra district was approved.

Vanessa will review minutes to determine this – happened during heather Janney’s tenure.

*Chris:* Do they have to have their own district? I think they should affiliate with either their former district or a district of their choice if they have moved. Share that institutional knowledge with current people.

### **Name Change for FAE4-HA**

*Andy:* are we going to update our state name to align with nationals?

*Nancy:* Laura are we a 501c3 under the name FAE4-HA? To change the name, it is far more complex.

*Brian:* April 2015 is when we became our own 501c3 under FAE4-HA.

*Vanessa:* will appoint ad hoc committee to investigate the possibility of a name change.

Laura Valencia vol. concern is not cost of name change but the struggles on the bank side. Poll to pursue name change. Chat box nos primarily. Name change tabled due to lack of interest of members.

### **FAE4-HA Dues Deadline – Prudence C./Karen Henry**

*Karen:* So, it was brought forward to the board to discuss the idea of pushing back that date that membership dues are due, and so this point is still in discussion, but we have definitely heard you. The process is different than when those dates were initially put in place just about everything is done electronically. Now, and that was not the case. So, when it gets to the point where we have a little bit more information. If it needs a membership vote, then that will come to you all for a vote and feedback.

*Prudence:* Current Deadlines are November 1<sup>st</sup> (after a late fee is charged) and November 15 (firm deadline)

*Vanessa:* this was just a brief introduction into what we are working on to address this. Prudence and Karen will report back with their recommendations at a later meeting.

### **Treasurer Position - Prudence C./Karen Henry**

Discussion: We have had transition problems as far as getting the treasure on the account and so forth, and with it being only a 2-year term with no overlap there have been some issues. There has been discussion to extend the term to ease this transition. Another way to add signers is update Sunbiz, but that is done in January, and we transition in September.

As of current there is nothing to vote on regarding this topic and it will be revisited at EPAF. The 2<sup>nd</sup> VP has been added to the account, so they are on for 5 years, but does not address the treasurer problem.

If you have any ideas or suggestions, please let Karen Henry know.

### **State Office Updates – Stacey Ellison**

Bobbi-joe Karen has been previously 25% now will only be 5% reduction in 4-H allotment.

We have 3 vacant programs for camp. Cloverleaf director, cherry lake director, and the environmental director. Plan to fill just not sure when they will roll out.

#### **NAE4-HYDP Update**

1. Introduction – Vanessa Spero
2. Updates – Jeffrey Burke, southern RD  
National updates- nae4-hydp celebrating 75 years in 2021!  
Kahoot history game was played.  
State president (Vanessa) send contact info to Patricia so she can get quilt block materials to you.  
Quilt block ideas:  
    I don't quilt but I vote for flamingos on ours!  
Vaccine packets would make nice trinkets for the 75<sup>th</sup> anniversary  
Sounds like a great project for some of our Life Members - Judy and Georgene  
Call for reviewers goes until Feb. 19, 2021  
Proposals for conference are due Feb. 19  
Jan 19 cost awards updates

Please let me know if you would like to judge national awards!

*Stephanie Conner:* Vanessa, I will judge national awards. :)

A welcome video for the national conference in Memphis was played. Join us there!

*Vanessa:* Jeffrey, please share PowerPoint so that we can send it out.

#### **4-H Foundation Updates-** Karen Henry

The Florida 4-H Foundation continues to work on their four strategic areas:

- Board Roles
- Marketing
- Fundraising
- Legislative

The Florida 4-H Foundation officers were installed in October 2020:

- President: Whitney Ellis
- President-Elect: Valerie Dailey
- Vice President of Development: Todd Bundy
- Vice President of Finance: Adam Basford
- Immediate Past-President: Robert Williams

Three new members were welcomed onto the Florida 4-H Foundation:

- Rhonda Ott Banner
- Isaac Chandler
- Terra Reddit

The Florida 4-H Foundation is currently working on a refresh of the Florida 4-H Foundation web presence: <https://give.ifas.ufl.edu/4-h-giving/fl-4-h-foundation/>

Florida 4-H Specialty plate:

- Pre-sale vouchers are now available from your [local tag office](#).
- The FL 4-H License Tag Code is **F4R**.
- The voucher may be purchased at any time; you do not have to wait until your renewal period. To purchase you just need your Driver's License Number. You may also purchase as a gift for someone with the recipient's DL#.
- 3,000 vouchers must be sold by the state's deadline of October 2022. Once that goal is met, the plate will be produced. Currently, 20 have been sold.
- 100% of the \$25 annual fee will go to the Florida 4-H foundation to support the following statewide programs: Camping, Legislature, 4-H University and competitive event participation. With administrative processing fees, the total voucher is \$33.
- Currently exploring the option for online purchase
  - The Alachua County tax collector's office has agreed to host an online portal for us to sell them.
  - If it doesn't work out with them, the Florida 4-H foundation will set something up separately to facilitate sales online.
- Soon a mailer will go out, including copies to each county to share locally. Please help share social media postings on local accounts.
- Information has been shared in the Weekly Updates and at: <http://blogs.ifas.ufl.edu/news/2020/10/06/new-specialty-license-plate-supports-florida-4-h/>
- For information and questions about the license plate please contact Caylin Hilton at [grow4H@ifas.ufl.edu](mailto:grow4H@ifas.ufl.edu).

***Thank you to all who provided input on how the Florida 4-H Foundation may support 4-H faculty, staff and programming.*** The information is very much appreciated. A report will be presented at the Florida 4-H Foundation meeting later this month (January 2021).

**Fundraising** – if item is not mailable will

**Announcements/Reminders** – Vanessa Spero

- In Service Training Opportunities – Laura Cash  
January 21, 2021 – How to create a winning FAE4-HA Award

Topic: IST #31895 FAE4-HA Awards

Time: Jan 21, 2021 09:00 AM Eastern Time (US and Canada)

Join Zoom Meeting

<https://ufl.zoom.us/j/94141768074?pwd=QUpsb21uSWVBZTBpazVrai9ZU2xqdz09>

Meeting ID: 941 4176 8074

Passcode: 846735

On behalf of FAE\$-HA we will host a hangout spot for symposium through teams. Maybe a Kahoot game. Do the committees want to plan anything?

- Today 1 to 3 pm EST – Training Sessions

**Comments/business to discuss** was there an official proposal

**Official:** add district 15 to Charlie to proceed and provide 30 days' notice to next meeting.

If previously voted upon it would action null and void 70 to pass

**Adjourn-** Vanessa Spero adjourn 11:52 am EST.

***Foundation for the Gator Nation: An Equal Opportunity Employer***

End of January 12, 2021  
FAE4-HA Mid-Year Membership Meeting



## **SECTION III – TREASURER’S REPORT**

**Treasurer Report:** Laura Valencia**09/01/2020**

Checking	35,148.16	
Savings	7,883.46	
UFF FAE4-HA Endowment Account 3/3/20		66,892.96

**01/11/2021**

Checking Balance: \$38,077.25

Savings Balance: \$7,883.79

PayPal Balance - \$7,579.76 – not yet moved out of PayPal.

FAE4-HA Incorporation Annual Report was filled and submitted on February 5, 2020 to Sunbiz.

IRS Form 990-N (Postcard) was filled and submitted on February 5, 2020 to the IRS.

NAE4-HA membership check was mail January 27, 2020 via certified mail on behalf of Florida 4-H.

## **SECTION IV – COMMITTEE & DISTRICT REPORTS**

**Professional Development Committee: Crystal McCazzio**

- No report

**Audit Committee: Ashley Gill**

- No report

**Diversity Committee: Jessica Sprain & Marnie Ward**

- No report

**Member Services Committee/Awards: Laura Cash**

- No report

**Research and Evaluation Committee:**

- No report

**Public Relations and Information Committee: Noelle Guay**

- No report

**Programs Committee: Kristie Popa**

- No report

**Membership Committee: Kristie Popa**

- No report

**Nominating Committee: Geralyn Sachs** (Past President and Nominating Committee Chair)

FAE4-HA members interested in serving on the FAE4-HA nomination committee were invited to contact Geralyn Sachs by emailing her at fish12@ufl.edu by April 1st.

Nominations accepted for the following FAE4-HA positions opened on June 1st and closed on July 2nd:

- Secretary
- 2nd Vice President
- District Directors for the following districts: 1, 3, 5, 7, 9, 11, and 13

2021 Elections will take place electronically from August 2nd to August 31st. Link to an electronic ballot was sent out on August 2nd and the link became inactive at midnight on August 31st. Sachs met with B. Broaddus to learn about the electronic ballot system he used in 2020.

2021 Elections Results were announced via email early September. All candidates were notified via email before the general announcement was sent out.

Committee Member: Brian Estevez

**Policy and Resolution Committee: Charlie Poliseno**

- No report

**Webmaster: Laura Valencia**

- No report

### **Life Member Report: Judy Butterfield, Life Member Liaison**

#### Retirees' LIFE MEMBERS per Membership (24)

- Charles Babick, Georgene Bender, Shirley Bond,
- Nettie Ruth Brown, Judy Butterfield, Linda Cook,
- Elva Farrell, Tom Greenwalt, Nadine Hackler, Marilyn Halusky, Bill Heltemes, Joy Jordan, Alf Kirkeeng, Ricki Leal, Linda McClellan, Marilyn Norman, Donna Peacock, Cathy Suggs, Elaine Shock, Grant Schrum,
- Marilyn Tileston, Judith Wakefield, Mary Williams,
- Marvin Weaver

#### Additional Retirees (not Life Members) (13)

- Jean Rogalsky, Jean Hink, Diana Smith, Pam Phillippe, Cindy Higgins, John Rutledge, Carolyn Wyatt, Shelda Wilkins, Monica Brinkley, Vickie Mullins, Sue Munyan, Jackie Hunter, Marcia Morris

#### Colleagues Passed (9)

- Damon Miller, Suzanne Fisher, BJ Allen, John Banning, Alice Ayers, Ruth Milton, Grant Shrum, Terry Floyd, Helen Fleming

If you know of others that should be on any of these lists, please email Georgene.

### **District Reports**

#### **District I: Brian Estevez (District Director)**

- No report

#### **District II: Julie Dillard (District Director)-**

- No report

#### **District III: Rachel Pienta (District Director)**

- CURRENT PROGRAMS OFFERED THIS QUARTER\* (Include program area, series, series shared by other agents in our district, workshops, name of curriculum, etc. Also Include # of classes and # of people reached):  
Julie McMillian – Gulf County
  - July 12-16 Gulf County Summer 4-H Day Camp-55 participants-14 volunteers
  - July 29-30 4-H University- 1 Participant for State Competitive EventsRachel Pienta – Wakulla County
  - June 7 – August 5 Wakulla 4-H Summer Camps. Assorted topics. 9 weeks of camp for ages 5 to 13. 25-40 youth per week.
  - June 14-18 Teen CERT Camp for youth ages 12 -18. 31 youth participated.

- PROFESSIONAL ACCOMPLISHMENTS: (Include any important outcomes and impacts.)  
Julie McMillian
  - 2 Team Presentations selected at EPAF for FCS
  - June 16-Team Presentation-National Extension Technology Community ConferenceRachel Pienta
  - One team presentation selected for EPAF.
- GRANTS, GIFTS, OR DONATIONS RECEIVED: (Include total amounts received and how they were used.)  
Julie McMillian
  - \$1100 received from Junior Service League of Port St. Joe for 4-H ScholarshipsRachel Pienta
  - Received \$1500 in community sponsorships for 4-H programs from Wakulla area businesses
- PERSONAL HIGHLIGHTS AND ACCOMPLISHMENTS:  
Julie McMillian
  - Aug. 23rd-Started UF Grad School-Ag Ed and Communication, Extension Education Specialization

**District IV: Beth Moore (District Director)**

- No report

**District V: Amanda TBD (District Director)**

- No report

**District VI: Julia Kelly (District Director)**

- No report

**District VII: Marnie Ward (District Director)**

- No report

**District VIII: Melinda Souers (District Director)**

- Orange County welcomes 4-H Agent Erin Reichel who started on June 28th. Erin provides leadership for the Animal Science, Horse, Shooting Sports and Environmental Education programs.
- Dallas Meringolo in Lake County is expecting a baby boy any day and he may have arrived by the time this report is shared!

**District IX: Shayla Reighter (District Director)**

- No report

**District X: Ashley H.K. Gill (District Director)**

- No report

**District XI: Andrea Lazzari (District Director)**

- Brevard: None
- Indian River: Darren Cole has left the position of 4-H Agent. Their Program Assistant, Olivia Zugay, is covering Agent responsibilities until a new Agent is hired. We wish Darren all the best in his next endeavors.
- St. Lucie: None
- Martin: None

**District XII: Sonia Crawford (District Director)**

- No report

**District XIII: TBD (District Director)**

- No report

**District XIV: Andy Toelle (District Director)**

- No report

## **SECTION V – ADDITIONAL INFORMATION**



# Constitution and By-Laws OF THE FLORIDA ASSOCIATION OF EXTENSION 4-H AGENTS



## ARTICLE I - NAME

This organization shall be known as the Florida Association of Extension 4-H Agents.

## ARTICLE II - PURPOSE

**Section 1:** The primary purpose is to promote the Extension 4-H profession and programs.

**Section 2:** The objectives are as follows:

- To advance the professional status of Extension personnel involved in 4-H youth programs.
- To encourage professional improvement of all its members.
- To increase interest in Extension 4-H youth development work as a career.
- To provide a medium for exchange of needs, ideas, methods and techniques.
- To promote understanding and cooperation among all Extension workers.

## ARTICLE III – MEMBERSHIP AND DUES

**Section 1:** Any Florida professional Extension employee working with 4-H programs is eligible for membership and may become an active member of the Association upon payment of annual membership dues. Membership in the Association is available without regard to race, creed, color, national origin, sex or age. The Regional Specialized 4-H Agents shall hold membership and voting rights as do the other on campus staff and faculty.

**Section 2:** Any new Florida professional Extension employee working with 4-H will be offered a discounted membership, to be determined by the Executive Committee on a yearly basis, for a period of one year following employment.

**Section 3:** Any retired member shall be eligible for life membership. Life membership consists of all rights and privileges of membership in the FAE4-HA including the right to vote or hold office. Life members will be designated to their own representative district, District XV, regardless of their residence in other geographic districts. District XV will have the same representation and participation opportunities granted to other districts within the Association.

**Section 4:** Honorary membership shall be extended to those persons as determined by the Board of Directors. Nomination for honorary membership shall be presented by the Awards Committee. Honorary membership consists of all rights and privileges of membership in the FAE4-HA except the right to vote or hold office.

**Section 5:** A student who is currently enrolled as a college student is eligible for membership into the Association upon payment of annual membership dues.

**Section 6:** State dues will be set by the Executive Committee with approval of the membership.

## ARTICLE IV – BOARD OF DIRECTORS, OFFICERS, EXECUTIVE COMMITTEE AND VACANCIES

**Section 1:** The Board of Directors shall be the governing body of the Association.

The Board of Directors shall consist of the Executive Committee and fifteen (15) elected non-officer member Directors, one from each of the 13 Extension 4-H Districts, one from the State 4-H Office (District XIV), and one from the Life Member's District XV.

**Section 2:** The officers of the Association shall be: President, President-Elect, 1<sup>st</sup> Vice President, 2nd Vice President, Secretary and Treasurer.

**Section 3:** The Executive Committee shall consist of the President, President-Elect, 1st Vice President, 2nd Vice President, Secretary, Treasurer and Immediate Past President.

**Section 4:** In the event the office of President is vacated, the President-Elect will serve the remainder of the term of the President. Vacancies in the offices of President-elect,

1st Vice President, 2nd Vice President, Secretary, Treasurer or Directors shall be filled by appointment by the President for the remainder of the term of office, subject to the approval of the Board of Directors.

**Section 5:** The officers will assume their duties upon adjournment of the annual meeting at which they are elected. The secretary and treasurer positions are two-year terms. The secretary shall be elected in odd years and the treasurer in even years.

## ARTICLE V - DUTIES OF EXECUTIVE COMMITTEE

**Section 1:** The duties of the Executive Committee are to formulate policy and transact business of the Association.

## ARTICLE VI - DUTIES OF OFFICERS

**Section 1:** The President shall preside at all meetings of the Association and Board of Directors. The President shall appoint all standing committees with the approval of the Board of Directors, and is empowered to appoint, when needed, special committees that are not specifically provided for herein. He/she may serve as ex-officio member of all committees with the exception of the Nominating Committee.

**Section 2:** The President-Elect shall be responsible for the program of work of committees, coordinate the delegation attending the National meeting or appoint an alternate coordinator with the President's approval, serve as ex-officio member of all standing committees, and preside at the meeting in the absence of the President. The

President-elect shall assume the office of the President the year following the annual meeting when elected.

**Section 3:** The 1st Vice-President shall be responsible for membership notices of dues and fees payable to the Treasurer, and shall assume any other duty that may be assigned by the President. The 2nd Vice President will assist in duties of membership as assigned by the 1st Vice President, in addition to any other duties assigned by the President. Upon completion of a one year term, the 2nd Vice President shall assume the duties of the 1st Vice President.

**Section 4:** The Secretary shall give notice of all meetings of the association to the membership and shall record and keep minutes of such meetings. Following each meeting, the Secretary shall be custodian of all official correspondence of the organization. It is the responsibility of the Secretary to provide the President with a list of postponed or tabled motions and unfinished business in advance of each meeting so that it may be included in the agenda.

**Section 5:** The Treasurer shall be custodian of the Association's funds, shall receive and disburse them when authorized to do so, and will be responsible for the statement of the Association's finances at each meeting and submit the books for audit at the annual meetings. The Treasurer will send invoices for dues to all eligible persons prior to the annual meeting and collect membership dues.

**Section 6:** The Immediate Past President shall serve as Chairman of the Nominating Committee and as Historian.

## ARTICLE VII - ELECTIONS

**Section 1:** Elections of Officers and Directors shall be held prior to and announced at the annual meeting of FAE4-HA. Ballots shall be prepared by the Nominating

Committee and mailed or sent electronically to the membership at least 30 days prior to the annual meeting.

**Section 2:** The Nominating Committee shall solicit at least two names for each office and formulate a slate of officers and Directors for consideration by the membership.

**Section 3:** The Nominating Committee shall be Chaired by the Past President and its membership made up of one representative from each Extension Administrative District elected at the annual meeting of FAE4-HA.

## ARTICLE VIII - DIRECTORS

**Section 1:** Directors shall serve a two year term. Directors from even numbered 4-H districts will be elected in the even years; and directors from the odd numbered 4-H

Districts will be elected in the odd years.

**Section 2:** Directors shall be elected by ballot voting by Association members of their Districts.

## ARTICLE IX - DUTIES OF DIRECTORS

**Section 1:** Duties of the directors other than those associated with serving on the governing board may vary from year to year depending on the program emphasis and responsibilities assigned by the President.

**Section 2:** The Directors shall divide responsibilities, conduct district meetings, serve as members of Membership Committee, attend Board Meetings, and encourage membership in the Association.

## ARTICLE X - COMMITTEES

**Section 1:** Committees and their nature and extent of their duties shall be such as the Board of Directors deems necessary to further the purpose of the Association. Standing Committees shall be either National, those dealing with relations of NAE4-HYDP committee work, or State, those created to further the purpose of FAE4-HA. The general membership shall serve on standing committees based on their interests where possible. The President shall appoint all committee chairs and members. The

President-elect shall appoint all committee vice chairs, who will rotate in to the committee chair roles the following year.

**Section 2:** Special or ad hoc committees shall be appointed by the President as needed to perform specific tasks, and shall be dissolved upon completion of their tasks.

**Section 3:** All standing committees shall assume their duties upon appointment by the President following the Annual Membership meeting.

**Section 4:** A committee vice-chairman will be appointed by the President-Elect who will assume the position of committee chairman the following year, except for those determined by office.

**Section 5:** Standing committee reports will be given at the Annual Meeting.

**Section 6:** Standing Committees of FAE4-HA are as follows:

- Programs
- Membership
- Member Services
  - o Specialty Awards
  - o Communicator Awards
  - o State Awards
  - o State Awards
  - o Service Awards (25 year, ASA, DSA, MSA)
- Professional Development
- Audit
- Diversity & Inclusion
- Public Relations & Information
  - o Webmaster
- Policy and Resolutions
- Nominating
- Research and Evaluation
- Life Members & Retirees

## ARTICLE XI - MEETINGS

**Section 1:** There shall be an Annual Meeting of the Association as determined by the Executive Committee.

**Section 2:** Special meetings can be called by the President as requested by the Board of Directors or 50% of the membership. A three week notification to the membership is required for a special meeting.

**Section 3:** The Board of Directors shall meet at least one time other than the Annual Meeting at a time selected by the President.

**Section 4:** The Executive Committee can meet any time as requested by the President.

## ARTICLE XII - QUORUM

**Section 1:** A majority (more than 50%) of the membership of any meeting body, including General Membership, Board of Directors, and Executive Committee, must be present to constitute a quorum.

## ARTICLE XIII - AMENDMENT PROCEDURE

**Section 1:** The articles of the Constitution may be amended by a two-thirds vote of members present at any annual meeting or special meetings called for that purpose.

**Section 2:** Notice of proposed changes in the constitution must be sent to the membership thirty days prior to the meeting when such changes shall be voted upon.

**Section 3:** Any amendment or change in the constitution shall become effective immediately upon passage by the membership.

## ARTICLE XIV -VOTING

**Section 1:** Each member in good standing of the Association present at general membership meetings shall have one vote in all matters coming before the Association.

**Section 2:** All members of the Board of Directors and Committee Chairs shall have voting privileges at Board meetings.

**Section 3:** A Quorum must be present at all General Membership, Board of Directors and Executive Committee meetings in order for any items of business, including amendments to the Constitution and By-Laws, coming before the meeting body to be voted on.

## ARTICLE XV - PARLIAMENTARY AUTHORITY

**Section 1:** Roberts Rules of Order will govern the Association in all cases except when they are inconsistent with the constitution of the Association.

*Revised and approved during Mid-Year Meeting, January 12, 2021.*

