

2019 Oregon FCE Spring Board Meeting
Super 8 Hotel 3629 SW 21st. Pl. Redmond, Oregon
Monday and Tuesday - March 25th.- 26th. 2019
Written and submitted by Patti Malanaphy - Oregon State Secretary
Revised 5/13/19; 5-22-19

Monday March 25, 2019

Call to Order

- The meeting was called to order at 11:56 PM by President Scott Teeples. All Board members introduced themselves by name, their position, on the board, where they are from and what they like about FCE.

Cell Phone Reminder

- A reminder was given by Scott Teeples to either turn cell phones off or to turn the ringers off.

Minutes Review and Approval Committee

- The Minutes Review and Approval Committee were appointed by Scott Teeples. The committee members assigned were Scott Teeples, Cynthia Gibson, Sandie Bolyard and Barbara Voltin, Patti Malanaphy.

Review Agenda

- President Scott Teeples reviewed the agenda and asked for any additions. He reminded us that items can be added to the agenda as needed.

Handouts/Reports Inventory Check

- Scott Teeples had the members check their folders for reports and handouts that had been distributed to make sure everyone had everything.

Meeting Guidelines and Parliamentary Procedure Basics

- Scott Teeples reviewed a list of meeting guidelines and basic Parliamentary Procedures that will help keep the meeting on track and speed things along.

Roll Call

- Roll call was taken by Secretary Patti Malanaphy
- Members present were: President, Scott Teeples; VP for Program, Barbara Voltin; VP for Public Policy, Sandie Bolyard; Treasurer, Bonnie Teeples; District 1 Director, Kaye Gooding; District 2 Co-Director, Loretta McDonald; District 3 Director Anne Engen; District 4 Co-Director, Marilyn Perkins; and District 5 Director, Cynthia Gibson; Secretary, Patti Malanaphy.
- Absent board members were District 2 Co-Director Marilyn Thompson and District 4 Co- Director Rachel Eastman.

Pledge and Creed

- The Pledge of Allegiance and the National FCE Creed were led by Loretta McDonald.

Ice Breaker/Warm Up

An Ice Breaker/Warm Up was presented and led by Anne Engen. Anne gave each a note card. Written on the front of card said; "Act with kindness, but do not expect gratitude." We were asked to write three things we were grateful for. Those who wanted to share their comments read them. Everyone participated in discussion.

Minutes Approval for 2018 Fall Conference Board Meeting

- Secretary, Patti Malanaphy had previously emailed and/or mailed out copies of the minutes, both pre-conference and post conference meetings, three weeks after the 2018 Fall Conference to all Board members. Those minutes had been read, corrected and approved by the Minutes Approval Committee consisting of Scott Teeples, Patti Malanaphy, Sandie Bolyard, Bonnie Teeples and Cynthia Gibson. The minutes had also been posted on the Oregon FCE website. www.oregon-fce.org. The minutes were submitted by Scott Teeples for approval. Since it had been six months since the minutes had been sent out and, posted on the Oregon FCE website, and there had not been any corrections to the minutes, the minutes were declared "approved by consensus" by Scott Teeples.

Correspondence

- Scott Teeples and Patti Malanaphy reported that they had not received any correspondence as of this date.

Treasurer's Report

- **Discussion to rescind 2018 Fall Board Meeting Motion from "Audit", and change to "Review".**

Bonnie Teeples moved to amend the motion relating to the Treasurer making available the 2018 Books to be audited in 2019 adopted at the October 2018 Board meeting by striking the words "be audited" and inserting the wording to have a review by a CPA firm in 2019".

Anne Engen seconded motion.

Motion Passed

- Treasurer Bonnie Teeples handed out a written Treasurer's report and also gave an oral report to the group. Bonnie noted that Oregon FCE is down in member

numbers again. Currently the membership count is down from the 304 we ended up with to 276. This only reflects the memberships that have been sent as of 3/20/2019, we do have some memberships that are still coming in. These will be added to the count. The report also included various donations that have been sent by members with the 2019 Registration Form. Those donations, as of March 20, 2019 include:

- Website: \$131.00
- Newsletter: \$799.50
- Quarters for Leadership: \$62.41
- Budget: \$94.00
- ACWW/Pennies for Friendship: \$345.93
- Bonnie reported that the Keeper's Corner LLC- Antique, Craft and Collectible Mall - Oregon FCE booth located in Klamath Falls, has earned \$1076.50 from October 2018 to March 20, 2019. Items being sold are being donated by Oregon FCE members across the state and other donations located in Keeper's Corner.
- Money from booth sales goes to the State FCE budget.
- The financial report was given on 2018 Oregon FCE Annual Conference where it was noted that the sales room brought in \$357.93. We are still waiting after all the expenses were paid to receive Fall Conference financial report from the conference treasurer. It was noted that the Districts working on the conferences need to go over the Conference Guidelines in the handbook closely and understand what is paid out of the registration fees and what is not. Review updated Conference guidelines.
- Bonnie distributed an updated reimbursement form to the board members and asked that they use these forms (revised 03/25/19) only and destroy old version. New forms will be posted on the FCE Web-site. Vouchers need to be signed by the President before the State Treasurer can pay out.
- Oregon FCE Donation/Contribution Receipt Form 03/07/2019. These forms are available to members who would like to claim a tax deduction for donations made to this organization are on Oregon FCE web-site.
- A copy of Treasurer's report will be filed for review.

Old/Unfinished Business:

- Board Officer Reports (written and oral)
 - President Scott Teeples gave a summary of his written report. He reported on many goals that have been accomplished this past year.
 1. Reviewed, edited and signed the MOU with Oregon State.
 2. Made needed changes to the Bylaws and Oregon Handbook.
 3. Approved and developed the Oregon 2nd and 3rd Grade Essay and Artwork contest
 4. Presented first Volunteer Hours Awards at Fall Conference.
 5. Good Financial Report by State Treasurer Bonnie Teeples.
 6. Updated the Oregon website. www.oregon-fce.org.

- Vice President for Program Barbara Voltin gave oral and written report. She suggested revising the evaluation form used for Lesson/Program. President Scott Teeples appointed a committee to work on revising form. Barbara Voltin, Bonnie Teeples Sandie Bolyard will work revising form to be completed by July 1, 2019.
- Revised form will be presented to the Board for approval.
- District Directors were asked to get the information to the study groups to send the evaluations for Oregon FCE programs to Barbara. Evaluations on OSU prepared lessons do not need to be sent to Barbara.
- Vice President for Public Policy Sandie Bolyard gave oral and written report.
- District 1 Director Kay Gooding gave oral and written report.
- District 2 Co-Director Loretta McDonald gave oral report. Written report not available.
- District 3 Director Anne Engen gave oral and written report.
- District 4 Co-Director Marilyn Perkins gave oral and written report.
- District 5 Director Cynthia Gibson gave oral and written report.
- Each District Director gave a report within their district for Lost/New Members.
- After discussion it was decided to create a form for district directors to use when preparing their report. President Teeples appointed a committee of Bonnie Teeples, Kay Gooding and Cynthia Gibson to develop a form and report by July 1, 2019.
- Revised form will be presented to the Board for approval.

Committee Reports

- National Conference Scholarship. Bonnie reported that she had not received any applications for the scholarship from members to attend the National Conference July 2019. \$295.00 balance in the fund.
- Margaret Seibold Scholarship committee: Bonnie hasn't received any applications to attend the 2019 State Conference. Forms are available on the FCE website.
- Heart of FCE Selection Committee Sandie Bolyard, Anne Engen, Loretta McDonald and Marilyn Perkins will judge the entries.
- 4th. Grade Essay and Artwork Selection Committee. Sandie Bolyard reported she had two entries. Judging Team: Kay Gooding, Anne Engen, Lorette McDonald and Sandie Bolyard.
- 2nd. and 3rd. Grade Essay and Artwork Selection Committee. Sandie Bolyard reported she had six entries. Judging Team: Anne Engen, Cynthia Gibson, Loretta McDonald. All entries were 3rd. graders.
- 2020 Theme: "What I Love About living in Oregon" will remain the same.
- Community Service Award: Oregon winner submitted to National FCE. Bonnie sent entry from Klamath County. Service Project was a Vet-Pack for disabled Veterans. Bonnie wrote the project and Scott developed the brochure.

- Nomination Committee was reported on by Patti Malanaphy. The committee had talked with several qualified members for open board positions. At this time, they were not able to commit.
- President Elect, Secretary, VP for Programs and Districts 2 & 4 Directors. We received several suggestion/nominations from the board. The committee will make contact with these nominations.
- Scott Teeples agreed to another term as President if unable to fill this position for President elect.
- Patti Malanaphy agreed to another term for State Secretary if unable to fill this position.
- Loretta McDonald agreed to another term as District 2 Director. But would like to have co-director.
- Marilyn Perkins will think about being co-District 4 Director.
- President Teeples presented the Hotel Super 8 General Manager, Jenniffee Taylor with an FCE Honorary membership, thank you card, and also assistance office manager Kim an FCE Honorary membership, FCE tote bag. We appreciated all their help in making our stay comfortable and providing the conference room for our Spring Board meeting. District 2 will reach out and invite them to attend their study groups meetings. Mentioned, maybe having their group meeting at the hotel.

Break : 3:30pm/ Called back to order 3:51pm

- Finance Committee (reported for Gay Jarvinen by Patti Malanaphy) Gay wanted to remind the board members that applications for funds from the Education Fund to attend National conference need to be turned in to the State FCE President as early in the calendar year as possible. Applications for the Enhancement Fund are taken 4 times a year. As of this time the Finance Committee have not received any applications for either fund.
- FCE Angel Membership Scholarship: Scott reported that to date there has been four scholarship submitted, but there may be one more coming in for this membership year.
- Budget Committee appointments: Bonnie, Renee and Sally. According to the Bylaws Article IX Section 1, there is to be a Budget Committee appointed. This committee will consist of the Treasurer, one board member appointed by the President and a member from the general membership. With the approval of the Executive Committee, Scott made the appointments. The committee work will be performed by email and will take 2-3 weeks. Bonnie will send the current budget, the income for 2018 and 2019 and open up for discussion.
- A Financial Review Committee: Treasurer Bonnie Teeples, Tom Currin, Jessie Tucker and Anne Engen. A review of the books will be done at Fall Conference.

- Fall Conference Site Committee.
2019 Fall Conference- District 1 will be held at the Monarch Hotel.
Kay Gooding gave oral report/update for the conference.

2020 Fall Conference-District 3. Lane County was suggested.
Scott and Bonnie Teeples will visit Springfield and Eugene Oregon for possible location.

2021 Fall Conference -District 4. Location will be Metford Oregon. Site committee will check hotels.
- Appointment needed on various Committee.
Financial review committee discussion. Suggested appointment Myrna Loucks. Bonnie will contact Myrna and ask if she could serve on this committee. Will need board approval.

Other Reports

- Comfort Bears - State Service Project. Washington County reported they have a large quantity of Bears to give away. The Sheriff's office stated they would only take new commercial made stuffed Bears. Suggested places to donate Comfort Bears would be to your local food banks, sno-cap, children's day care, memory care facilities, foster care bags. Make contact with school leadership groups, and girl scouts to help make the bears.
- Zero Hunger Challenge-Collected donations: Send one-half of monies to Oregon State Treasurer Bonnie Teeples. Make check payable to Oregon FCE. Bonnie will send the money to ACWW project "The We Fund." One-half of monies to be donated to any organization that provides food for people in your County/State. Challenge ended March 15, 2019.
- New Club Packet. Bonnie Teeples will email packet to anyone wishing to start another FCE study group.
- Volunteer Hours Awards: Scott Teeples held discussion how well this was received. All agreed that this gave everyone the opportunity to be recognized for their dedication, time and energy they provide to FCE and the community.

Special Projects Reports

- Sunshine Lady : Anne Engen gave oral and written report for Anna Massingham. Anna sent 15 cards since October. Mostly sympathy cards. She would like to receive more communication from members when someone is ill, or just letting them know we are thinking about them. District directors and County Council should provide Anna Massingham's

address and email to all study groups in their district. Suggested Anna could provide news article in the state newsletter. Scott will add Anna as “Sunshine Lady” on the contact list.

- Oregon FCE Newsletter: Scott reminded the board of the deadlines for the newsletter, the next one coming up is May 3, 2019. Scott also challenged each board member to write an article about what their groups are doing, new members etc. Also, a reminder to thank Lynda Nyseth for all of her hard work on the newsletter. Reminder that the National Newsletter will be sent by email to members. Also, it’s posted on the National website www.nafce.org.
- Marketing and Fundraising: Barbara Voltin provided a written report for all board members. She also requested that the board send her any suggestions for items to sell as a fundraiser. Still has four vests for sale in sizes 2X and one medium. Also, six FCE bags. FCE rhinestone pins sell very well. Suggestion to order more FCE Bags in various colors.
- International/ACWW No written report from Gay Jarvinen. Groups should send her reports on amount of embroidery floss sent to South Africa. Any international project they are working on. This includes information on ACWW Women Walk the World they participated in.
- Website/Facebook updates: Scott revised and updated the website www.oregon-fce.org. Report forms from National FCE and other updates on National Website www.nafce.org. Members should send pictures of their events and activities to be posted on the Website and Facebook.
- Handbook/Bylaws Review Committee Bonnie Teeples.
 - 2018 Fall Conference Bylaw Changes:
 - Clarify method of Bylaw changes for RRO and NaFCE
 - Officers able to serve two consecutive terms.
 - Handbook available on the Oregon Website for printing
- Oregon Leadership Contact list has been updated. Please send any changes/corrections to Scott Teeples.
- Oregon Membership list is available by email per request.
- Youth Education: 2019 FCE Essay and Artwork Contest was on Trustworthiness. Sandy Bolyard gave oral and written report. There were twenty-eight 4th. grader participants. Jackson County 10 entries, Klamath County 9 entries, Morrow County 9 entities. Books for Newborns and Children: Sandie Bolyard gave oral and written report.

Monday meeting March 25, 2019 Adjourned 5:23PM.

Reconvene 8:00 am-Tuesday March 26, 2019 at the Super 8 Conference Room

Cynthia Gibson provided warm up. “Seminar for Men”
Training your man! Thought provoking, and lots of laughs.

New Business:

- FCL Training- "What is DNA?" It's what makes you who you are. Bonnie led discussion. Just as every person has their own DNA. Every organization has cultural DNA. How we should examine our groups and State organization. Very informative and eye opener.
- FCL Training -Officer Training session to be given at State Conference on Monday afternoon.
- Scott Teeples led discussion on Lesson for 2019. Quality of lessons. Who is teaching? Presenters must adhere to deadlines and fill out necessary use of forms. Power Point- make sure you have all the items needed. Do we want to stop printing copies and start giving out flash drives to those that need the lessons? Lessons are going to be posted on website. Posting of lesson and Power Points on Website must be in complete digital form an able to be put on a flash drive.

Selection of Lessons for 2019 Fall State Conference

- Lesson 1: Everyday Mindfulness/Using Art to Reduce Stress.
Barbara Voltin and Bonnie Teeples.
- Lesson 2: The Night Janitor.
Anne Engen and Sally Wyffels.
- Lesson 3: Natural Home Remedies.
Cynthia Gibson and Anne Engen
- Lesson 4: Writing your Family/Personal History
Sandie Bolyard and Scott Teeples.
- Lesson 5: The effects of Cannabis.
Cynthia Gibson and Sandie Bolyard
- Lesson 6: When I'm Gone/organize and record my final wishes.
Kay Gooding and Bonnie Teeples.
- Wednesday Morning Lesson on Ireland
Anne Engen

- Update of 2019 FCE Fall Conference: Kay Gooding gave oral report of planning committee progress.
- Future State FCE Conferences Reminders.
Follow guidelines in hand book. State will make deposit to Hotels.
Registration done by State Board. Cost of Conference decorations do not come out of registration.
- Name Badges and Business Cards: Name badges worn at all FCE activities. Scott will order business cards needed/wanted.
- Oregon FCE Statewide Service Projects has been well received around the state.
- Volunteer unit awards should be sent into Scott Teeples.
- Donations for Oregon FCE can be made to any of the scholarships, or just a general donation to Oregon FCE. Send to the state Treasure Bonnie Teeples.

- OSU/FCE - MOU. Has been update and signed by the President Scott Teeples and OSU agent. Scott has posted the MOU on the website www.oregon-fce.org.

Other Items

- Heart of FCE: Winner for Oregon Heart of FCE is Kerry Mauk from Kalmath County. Kerry's name will be submitted for the National Heart of FCE Award.
- 4th. Grade Essay and Artwork winners.
 - 1st place: Reese Houck Morrow County
 - 2nd. Place Zirianna Mohar Jackson County
 - 3rd. None
- 2nd & 3rd. Grade Essay and Artwork winners.
 - There weren't any entries submitted from 2nd. grade.

3rd Grade Entries

- 1st place Josie Genestar Klamath County
- 2nd. place Ava Long Klamath County
- 3rd. place Rylee Hollingsworth Klamath County

- Community Service Award-Oregon
 - 1st place received by Klamath County for Vet-Pack
 - There weren't any other entries submitted.
- National FCE Awards and Contest
 - Service Award
 - Open Brochure
 - Outstanding Unit Award
 - Superior Unit Award
 - Program Award (not doing this year)
 - Spirit of FCL Award

Scott encouraged study groups to apply for some of these awards. Forms are available on Oregon website.

- National FCE Elections at 2019 National FCE Conference

Scott will be attending the 2019 National Conference. He discussed board positions that needed to be filled. Duties are similar to Oregon board officers. You can serve on National Board if also serving on state board. Contact Scott for more information.

- NaFCE - Vice President for Programs
- NaFCE - Treasurer
- NaFCE - Program Coordinator #2
- NaFCE - Public Policy Coordinator #2

- 2019 National Conference vote on raising dues.
 Scott led discussion: "How do you feel about raising dues?"
 There were concerns that we would lose members, and affect recruiting new members. Also, there are older members who have limited income. It was in agreement that members need to be informed of reasons behind raising dues. Such as high cost of liability insurance. National Newsletter emailed to registered members as postage is too high. The National board continues working on all areas where they could save money.
 Scott suggested that \$5.00 raise would be reasonable and manageable. Some study groups already provide assistance with dues for their members. Scott will report back to members after his return from National Conference.
- National 2020 Conference will be held in Portland, Oregon.
- Scott and Bonnie Teeple, Patti Malanaphy will be attending the 2019 FCE National Conference being held in St. Louis, Missouri July 18-21, 2019. State and National scholarships are available to assist with cost for members who wish to attend. Information posted on Oregon website.
- 2019 ACWW Triannual World Conference in Melbourne, Australia. Scott and Bonnie Teeple will be attending.
- Presidents FCE Welcome Letter: Scott writes welcome letter to all new members and also, returning members.
- Scott led discussion on Methods of Finding and Recruiting and Retaining New Members: Invite to your activities, study groups and special FCE events. "Hope on The Horizon" provides ideas for recruiting members.
- FCL Certification Challenge: Scott challenged everyone to check into getting their FCL certification. You need 30 hours. Certificates are given out at all board meetings. Also, there are other opportunities you have done that would also qualify toward FCL hours.
- Credit still left on Vouchers Scott Teeple received at Nationals 2018 to be used on merchandise from National store. Scott ordered 50/60-year pins you can purchase direct from him.
- FYI - Discussion (Need to know)
 Bogus Email: If it doesn't look/sound right do not open up.

JustServe: www.justserve.org non-profit. This website is where organizations that have a need for volunteers may be posted. Where volunteers can search for places in the community to help. FCE can post our organization to recruit new members.

- Fall Conference 2020: Site committee will research for location and hotels.
- Button Machine: Scott Teeples purchased machine. Contact Scott if you would like to have him make buttons for your group to promote FCE. Size is the same as the one for FCE "BEE A MEMBER."

Notes and Assignment Quiz

- Scott asked board members to go forth and spread the information they have received during Spring Board meeting. Share new ideas with other groups, and what we can do that will promote FCE. Communicate information better within your study groups/county council meeting. Look to the future/outside the box. What can we do better?

Next Board Meeting

- **2019 Oregon FCE State Conference Monday, October 7, 2019;
8:00Am
Clackamas, Oregon at the Monarch Hotel.**

Adjournment: March 26, 2019 at 12:15PM