

## **Minutes of the Oregon FCE Spring Board Meeting**

OSU Extension Office – Redmond, Oregon

Monday and Tuesday – April 1&2, 2013

Written and submitted by Scott Teeples – Oregon FCE Secretary

Written 4-6-13; Revised: 4-9-13; revised 4-9-13B; revised 4-10-13; revised 4-14-13

Approved by Minutes Committee 4-15-13

### **Monday, April 1, 2013**

#### Call to Order

- The meeting was called to order at 12:53 PM by President Barbara Voltin

#### Review Agenda

- President Barbara Voltin reviewed the agenda and asked for any additions. Gay Jarvinen requested for a review of the Oregon FCE Creed.

#### Roll Call

- Roll call was taken by Secretary Scott Teeples.
- Members present were: President, Barbara Voltin; VP of Public Policy, Gay Jarvinen; Secretary, Scott Teeples; Treasurer, Sandie Bolyard; Youth Education Rep, Ida Lee Knapp; Marketing Rep, Bernie Voltin; District 3 Director, Sally Wyffels; District 4 Co-Directors, Geri Gustafson and Anna Massingham; District 6 Co-Directors Marlyn Thompson and Loretta McDonald; District 7 Director, Glenna Maine; and District 10 Director, Patti Malanaphy.
- Guest present was: National FCE President, Bonnie Teeples
- Members absent were: VP for Programs, Deanna Hadley; International Rep, Helen Tamke; FCE Newsletter Rep, Lynda Nyseth; District 1 Director (none); District 2 Director, (none); District 5 Co-Directors, Rosalee Ratto and Winnie Earl; District 8 Director, (none); and District 9 District Director, (none).

#### Pledge and Creed

- The Pledge of Allegiance and Oregon Creed were presented and led by Sally Wyffels.

#### Ice Breaker/Warm Up

- An Ice Breaker/Warm Up was presented and led by Anna Massingham. She asked us to list all of the past Oregon FCE presidents.

#### Minutes

- The minutes of the October 1, 2012 Fall Board Meeting were read by Secretary Scott Teeples. There were 2 minor spelling corrections made. The minutes were approved as corrected.

#### Minutes Review and Approval Committee

- Secretary Scott Teeples asked President Barbara Voltin if she could appoint a Minutes Review and Approval Committee. It was noted that it would really help in the process of minutes approval. It was also noted that, according to Robert's Rules

of Order, minutes that are 6 months or older need not be read at the next meeting except for the reading of any motions made during the meeting. Discussion was held and it was agreed that this was a good idea. Barbara Voltin appointed herself, President Barbara Voltin; Secretary, Scott Teeples; VP of Public Policy, Gay Jarvinen and Treasurer, Sandie Bolyard to be on the committee. Secretary Scott Teeples will type the minutes and submit them to the committee until such time they are approved. Secretary, Scott Teeples will then email and/or mail out the minutes to all board members. At the next board meeting the entire minutes will not be read, just motions made during that meeting.

#### Update of Addresses

- Secretary, Scott Teeples gave a report on the Oregon FCE Contact list. Handed out various Contact Correction Sheets and County Council Officers Sheets and asked that they be filled out. Scott noted that the Contact List has been greatly updated from the old Contact List but still needed lots of work. Scott asked that everyone work at getting him information to help in getting the list updated correctly. Without help, Scott can do nothing.

#### Correspondence

- President Barbara Voltin and Secretary Scott Teeples reported that they had not received any correspondence.

#### Treasurer's Report

- Treasurer Sandie Bolyard handed out a written Treasurer's report and also gave an oral report to the group. Sandie also noted that Oregon FCE is down in member numbers to 479.

#### Margaret Seibold Scholarship

- Treasurer Sandie Bolyard reported on the scholarship, who had applied for it and how the scholarship has been used. There was a lot of discussion on those who had used it, how many times various people had used the scholarship, and how the scholarship should be used. It was suggested that Barbara appoint a committee to work on the details of the scholarship. President Barbara Voltin appointed the following to that committee: Gay Jarvinen, Sandie Bolyard and Kerry Mauk.

#### President's Report

- President Barbara Voltin handed out a written President's Report and also gave an oral report.

#### VP for Programs Report

- Since VP for Programs, Deanna Hadley, was absent President Barbara Voltin read and led discussion on the written report that Deanna had sent in.

#### VP for Public Policy Report

- VP for Public Policy Gay Jarvinen reported that she felt she had done nothing. She did say that she was on the By-Laws committee, the Handbook committee and the Heart of FCE. She gave a report on the Heart of FCE. She said that there were 9 applications turned in but only 7 met the requirements. She mentioned that she needed an evaluation committee to help her with the selection process. President Barbara Voltin asked for volunteers and then appointed Sally Wyffels, Scott Teeple, Gay Jarvinen and Bernie Voltin to the committee. The committee will meet this evening and go through the selection process.

#### Dinner for tonight

- President Barbara Voltin requested a discussion on where to eat as a group tonight and what time. After discussion, it was decided that we will meet at Applebee's at 5:30 PM.

#### FCL Training

- National FCE President Bonnie Teeple requested that the FCL training, that she was scheduled to give, be delayed until tomorrow. President Barbara Voltin said it would be okay.

#### Meeting Break

- President Barbara Voltin called for a break in the meeting at 2:35 PM.

#### Meeting Called Back to Order

- President Barbara Voltin called the meeting back to order at 2:52 PM.

#### Time Management Forms

- President Barbara Voltin handed out some Time Management Forms. She asked each of us to take a look at the forms, fill them out and take a look at how we use our time.

#### Volunteer Time

- President Barbara Voltin led a discussion on volunteer hours and how to count them. National FCE President Bonnie Teeple gave input on how and why National FCE counts and uses these volunteer hours.

#### District Director's Reports

- District 1
  - No report was given because there is no District Director.
- District 2
  - No report was given because there is no District Director.
- District 3
  - District Director, Sally Wayffels presented both a written and oral report on the activities of District 3.
- District 4

- Co-District Directors, Geri Gustafson and Anna Massingham presented both a written and oral report on the activities of District 4.
- District 5
  - Co-District Directors, Rosalee Ratto and Winnie Earl were absent from the meeting so Youth Education Rep Ida Lee Knapp, who is from District 5, gave an oral report on the written report that was sent in. She discussed activities of District 5
- District 6
  - Co-District Directors, Marilyn Thompson and Loretta McDonald presented both a written and oral report on the activities of District 6.
- District 7
  - District Director Glenna Maine presented both a written and oral report on the activities of District 7.
- District 8
  - No report was given because there is no District Director.
- District 9
  - No report was given because there is no District Director.
- District 10
  - Patti Malanaphy presented both a written and oral report on the activities of District 10.

#### Committee Reports

- Nominations Committee
  - Since the Nomination Committee Chair, Pat Wallin was not present and the other Nomination Committee member Patti Malanaphy had not received any information from Pat, President Barbara Voltin held a discussion on which positions were needed for next year. After checking with the Handbook on the proper officer rotation, it was determined that there were several positions that need to be filled at the end of this year. Ida Lee Knapp also mentioned that this would be her last year as Youth Education Rep. The positions that will be needed are:
    - President Elect (Elected by voting reps)
    - VP for Programs (Elected by voting reps)
    - Secretary (Elected by voting reps)
    - Youth Education Rep (Appointed by Oregon FCE President)
    - Nomination Committee (Appointed by Oregon FCE President)
    - District 1 Director (elected by District)
    - District 2 Director (elected by District)
    - District 4 Director (elected by District)
    - District 6 Director (elected by District)
  - There was discussion and suggestions for the upcoming open positions. Pattie Malanaphy agreed that she would consider the position of President Elect. Deanna Hadley will be contacted to see if she would consider running again for VP for Programs. Scott Teeples agreed that he would run for the Secretary position. There were no other suggestions for the other positions.

It was agreed that all of us, including the Nomination Committee search for persons to fill all of the upcoming open positions.

- By Laws Update Committee
  - VP of Public Policy, Gay Jarvinen gave a report on the progress of the revision of the Bylaws. Gay went through each of the changes and discussion was held on each item.
  - A vote was taken to accept the changes as Gay had presented. The vote was unanimous that the changes be accepted as presented. The changes to the Bylaws will need to be voted on at the Fall Conference Business Meeting in October. (note: no motion or second needed because it comes from committee)
- Handbook Revision Committee
  - Committee members Gay Jarvinen, Sandie Bolyard gave a report on the progress of the Handbook revision. Kerry Mauk, the other committee member, was not at the current meeting. During discussion Scott Teeples brought up the fact that there are two versions of the 2011 Handbook. Both Handbooks were checked and it was agreed that there are a lot of differences between the two. Gay and Sandie said they would work on getting the revision done as soon as possible. President Barbara Voltin asked them to get it done as soon as they could.

MOU (Memorandum of Understanding) with Oregon State University

- President Barbara Voltin said this item will be held over until tomorrow.

Keeper's Corner Membership Scholarship

- Owners of Keeper's Corner LLC – Antique, Craft and Collectible Mall, Scott and Bonnie Teeples gave some input on the Keeper's Corner Scholarship they have sponsored the last three years. They indicated that they would like to continue the scholarship with a limit of \$1,500.00 which might be increased if needed. Both Scott and Bonnie would like to see that there is some kind of recognition for the scholarship at the FCE Fall Conference. It was suggested that there be some kind of written and verbal recognition at that time. Scott and Bonnie would like to make sure that all members across the state know of the scholarship.

Oregon FCE Email Address and Website

- Secretary Scott Teeples wanted to discuss the possibility of setting up a new website for Oregon FCE. He noted that there currently was an Oregon FCE website that had been set up about 4 years ago but the website had very little information on it and had not been updated since it was set up. The domain for the current website is [www.oregonfce.org](http://www.oregonfce.org). Scott volunteered to set up the new website and maintain it after being set up. He stated that he would need to set up an Oregon FCE email account before he could set up the website. Scott also stated that if he could not get the other domain transferred he would use [www.oregon-fce.org](http://www.oregon-fce.org) as the website

domain. Scott also volunteered to pay the cost of getting the website set up and maintained for the first year. Discussion was held on the issue of the website.

- A motion was made by Gay Jarvinen and seconded by Glenna Maine that the board approve Scott Teeples setting up and operating an Oregon FCE website. Discussion was held, a vote was taken and the motion passed unanimously.

Adjournment for the day

- President Barbara Voltin adjourned the meeting for the day at 4:52 PM. She reminded everyone that tomorrow's meeting starts at 8:30 AM.

### **Tuesday, April 2, 2013**

Call to Order

- President Barbara Voltin called the meeting to order at 8:37 AM.

Warm Up

- Marilyn Thompson led the group in a warm-up. She talked about "Clothesline". It was about how people could tell a lot about the family that hung their clothes on the clothesline. Everyone enjoyed the warm-up that she presented.

MOU (Memorandum of Understanding) with Oregon State University

- President Barbara Voltin gave a report on the MOU between Oregon FCE and Oregon State. She stated that a new MOU was needed every three years. There were some mistakes on the MOU that Oregon State had sent. Barbara said that she would contact Oregon State and request the mistakes be corrected before it is signed. Barbara will sign the MOU once it is returned and corrected.

Committee Reports (continued)

- Finance Committee Report
  - Finance Committee Chair, Dorene Garland was absent and had not sent a report so President Barbara Voltin gave an oral report on the some of the items she knew about. Marlene Currin and Lynda Nyseth have sent letters requesting funds from the finance committee to attend the National FCE Conference in Fargo, North Dakota in July 2013. Barbara asked Bonnie Teeples to give some information about the Enhancement Fund. There was discussion among the group about both the Enhancement Fund and the Education Fund.
- Heart of FCE
  - Gay Jarvinen gave a report on the results of the selection committee for the Heart of FCE. She said that the nominees were Inez Griffels, Peggy Berthold, Marlene Currin, Halie Maurer, Alene Showers, Judy Pedder and Cathryn Thompson. The winner of the Oregon Heart of FCE for this year is Marlene Currin. Discussion was held on the selection process and how the winner's name will be sent to the National FCE contest.

- Newsletter Committee
  - Newsletter Editor Lynda Nyseth was not at the meeting but had sent a written report. Sally Wyffels read the report and gave comments.
  - After discussion, a motion was made by Sally Wyffels and seconded by Anna Massingham that Oregon FCE keep the hardcopy of the newsletter and continue to send it to the membership. The newsletter will also be placed on the Oregon FCE website as soon as possible. Discussion was held, a vote was taken and the motion passed unanimously.
  - President Barbara Voltin held some discussion about the newsletter, good things and problems with the newsletter. She thanked Lynda Nyseth for her great work on the newsletter. Ida Lee Knapp suggested that we table the discussion until we have talked with Lynda about the months it could be published. Barbara Voltin said she will contact Lynda.
- Discussion on location of Oregon FCE State Conferences
  - Discussion was held by the group on the advantages and disadvantages of either moving the location of Conference each year or keeping it at a certain location.
- International Committee
  - International Committee Rep Helen Tamke was absent from the meeting but she had sent a written report. Patti Malanaphy gave an oral report for Helen. Some of her comments included the planting of several trees.
- Youth Education Committee
  - Youth Education Committee Rep Ida Lee Knapp submitted a written report and also gave an oral report on what she had done. Discussion was held on the various programs that she handles.
- Marketing Committee
  - Marketing Committee Rep Bernie Voltin submitted a written report and also gave an oral report on the sales of the FCE vest he has been selling. He also mentioned a couple of other ideas he had been working on including place mats and tote bags.

#### FCL Training

- FCE National President Bonnie Teeples and VP for Public Policy Gay Jarvinen gave FCL training on National FCE Hearth Fire #36, Person to Person... Guidelines for Developing a Dynamic Group. A lot of things were taught by both Bonnie and Gay. There were a lot of questions, answers and discussion.
- FCE National President had prepared FCL Training Certificates for the 2012 Oregon FCE Fall Board meeting, the 2012 Oregon FCE Fall Business meeting and the 2013 Oregon Spring Board meeting. Each of those who participated in the various meeting will receive the needed certificates. The certificates can be used for various FCL awards and certificate of certification.

#### Adjournment for Lunch

- President Barbara Voltin called for break for lunch at 12:00 PM.

### Call to Order

- President Barbara Voltin called the meeting back to order at 1:00 PM. VP for Programs Deanna Hadley called Barbara and said that she was not going to be able to attend the Board meeting due to illness. She gave Barbara a list of topics to consider for programs to be presented at the Fall Conference. Barbara said she will send a get well card to Deanna.

### Programs for 2013 Fall Conference

- There were discussions and suggestions for the 2013 FCE Fall Conference that is being held in Medford, Oregon. There were 29 ideas for programs to be presented. After a lot of discussion and voting those choices were narrowed down to 6 programs to be presented during the conference and one program to be presented Wednesday morning to the entire group. The six programs to be taught during the conference are 1. Root vegetables (District 4); 2. Uses and different types of lavender. (Jackson County); 3. Civility (possibility taught by Anne Engen); 4. Wills and Trust. (Jackson County); 5. Be a Member (Scott and Bonnie Teeples); 6. Fixing Soups (District 7). The program for Wednesday morning will be The United States/America (Gay Jarvinen).

### OSU lessons for 2014

- There was some discussion about the OSU lessons for 2014. President Barbara Voltin was pretty sure they were 1. Spice (a follow up on India); 2. Growing greens in pots; and 3. Either: Vaccines in children or Skin care and cancer prevention. No one was real sure of the wording on #2 and no one was real sure of the subject of #3.

### OSU lessons for 2015

- President Barbara Voltin reported that the suggested OSU lessons for 2015 may be 1. Cranberries; 2. Coffee; 3. Olives.

### OSU Foundation – Arthritis

- President Barbara Voltin reported that OSU would like some of our groups to participate in their program this year of “Arthritis-Walking with Ease.

### MOU with OSU (finished)

- President Barbara Voltin reported that the MOU with OSU had been corrected and returned back to her. She has signed it and returned it to OSU.

### 2013 FCE Fall Conference update

- Since there was not a District Director from District 5, Gay Jarvinen took time to give an update on the 2013 Fall Conference which is going to be held in Medford, Oregon. Gay spoke about several items and there was a lot of discussion. A flier had been given to each person at the meeting with information about the conference.

### 2014 FCE Fall Conference update

- District Director Glenna Maine gave a report on the 2014 FCE Fall Conference that will be held in Pendleton, Oregon on October 6-8, 2014. The Conference will be held at the Red Lion Inn. Glenna also answered questions about the conference.

### Oregon Creed Update/Concern

- VP of Public Policy Gay Jarvinen brought up a concern she, and some other members, have had with the Oregon Creed. She felt that there was one part that really made the Association sound like a “Christian” association. Gay pointed out that the Oregon Creed is a lot different from the National FCE Creed. There was a lot of discussion and several suggestions on how to deal with the situation. After lots of discussion a motion was made.

- Treasurer Sandie Bolyard made a motion, which was seconded by District 4 Director Anna Massingham, that the Board to take back to the Districts the issue of the Oregon Creed. 1. Remove the phrase “Love our Master and know His will”; 2. Leave it alone; 3. Adopt the National Creed as the Oregon Creed. Let State President Barbara Voltin know the counts of yes or no by May 31, 2013.

- National President Bonnie Teeple and Gay Jarvinen checked the Handbook and verified that the Board can vote by email, phone or mail, if needed, at times the Board was not at a regular meeting.
- It was agreed by the Board that after Barbara receives the information she will work with the Board on making a decision as to what will be done with the Creed issue.

### ACWW Conference in India

- FCE National President Bonnie Teeple gave a brief report on the ACWW that is going to be held in India during September of 2013. At the present time she and Oregon President Barbara Voltin are planning on going.

### Next Board Meeting

- President Barbara Voltin reminded everyone that the next board meeting will be held in Medford, Oregon at the FCE Fall Conference – October 7-9, 2013

### Adjournment

- President Barbara Voltin adjourned the meeting at 3:45 PM