

**NH Association of Family and Consumer Science
Minutes of Governing Board Meeting – January 12, 2009
Common Man Restaurant, Concord, NH**

In Attendance: Jennifer Opalinski, Nancy McIver, Doris Williams, Eileen Holmes, Marcia Trexler, Joan Fossum, Jane Smith, Licia Hazzard and Nora Beaton.

Opening: At 5:10, meeting called to order by NHAFCFS President Jennifer Opalinski. Welcome to all and thank you for coming!

Reports:

Secretary's Report: Marcia Trexler – NHAFCFS Secretary

Marcia presented minutes from the November 3, 2008 executive board meeting held at the Common Man Restaurant, Concord, NH. Marcia noted corrections to be made. There was a motion by Jennifer Opalinski that the minutes for the November 3, 2008 NHAFCFS executive meeting be accepted. The motion to approve minutes was seconded by a board member.

Treasurer's Report: Nora Beaton – NHAFCFS Treasurer

As NHAFCFS treasurer, Nora shared, in summary:

As of today, January 12, 2009, there is a balance of \$6,501.49 in the checking account.

All bills submitted to this point have been paid in full.

The scholarship savings account is \$2,583.93.

The CD account has a balance of \$ 5,249.91. The account matured on 11/14/08 and has a new maturity date of 1/14/10 as its current term is 14 months.

Total: \$6,501.49
2,583.93
5,249.91
<hr/>
\$14,335.33

Discussion followed current financial status of NHAFCFS funds regarding a drop in the number of enrollments from New Hampshire with the national (AAFCS) and state (NHAFCFS) associations. Our state has recently paid AAFCS \$935.00 for our New Hampshire members to nationals.

The fall conference money box is with Nancy McIver. Proceeds from the New England fall conference were \$202.00.

An audit update was shared by Jennifer Opalinski. A fee of \$100.00 could be paid to Joe Howe to check on current bookkeeping and assessing our records as up to date.

A motion was presented by Nancy McIver: "to hire and pay, in the amount of \$100.00, Joe Howe for auditing our NHAFCFS accounts." Motion was seconded by Eileen Holmes.

Vice President – Program Report: Nancy McIver

Spring 2009 Conference Update – Nancy presented a **draft** packet titled:
New Hampshire Association of Family and Consumer Science
Annual Spring Conference – Grappone Center
Concord, NH
Friday, May 8, 2009

“Celebrating the Past, Sustaining the Future”

Nancy shared that she did a lot of research on past programs and speakers, especially those we have had at the annual spring conferences.

Suggestions are needed on: how can we show the past?

The conference will be opened with both Nancy McIver and Jennifer Opalinski.

Tentative speaker, Dr. Susan Lynch, needs two months advance notice to determine if her schedule allows her speaking at our conference. Nancy has the name of Dr. Lynch’s contact person and will pursue getting her on our program. If successful, Dr. Lynch would speak from 8:45 to 9:45 (draft timeline) on the topic: “The Health and Wellness of Our NH Children.”

A 45 minute annual business association meeting on current draft of program shows 11:30 to 12:15 – suggested that we move this business meeting to: 11:15 to 12:00.

Suggested to move the **Awards and Presentations** (12:15 to 12:30 on draft) and after discussion, decided to move to 12:00 to 12:15ish, right after the business meeting. This will allow the TOY recipient to be presented award before the buffet lunch – 12:30. Also during this time, if the association has a “Friend of the Family Award”, it would be presented.

Joan Fossum shared that past conference evaluations have stated that our attendees prefer to hear as many of our guest speakers and presenters as one large group in one room with out having lots of “break-outs” where you have to choose. They find this hard to do.

Nora Beaton shared that with FCCLA there is a program called **Brand** – we might want to consider it for marketing our programs – its purpose is to market FCS.

A suggestion was made that during the business meeting, we include a “walk through” of the NHAFCFS website. This will be done by Jennifer Opalinski.

A topic suggestion: Economics – given our current economic times, we might consider a presentation on “family and economics”. It was also suggested to invite state legislators to see / hear who we are and what our message is.

Noted that our spring 2007 NHAFCFS conference fee was \$ 125.00

Application of scholarship- for a high school student - there will be a copy of the application to go into each conference attendee’s folder.

Nancy will send out information to our website updating conference news and topics.

Conference registration policy for reimbursements – you pay the required fee and if something comes up, it will be dealt with on an individual basis.

Nora stated that she needs a requirement fee, a credit card or PO number. Agreed by the board (as stated by Joan Fossum) that “if you incur the cost, you carry it.” We do need to have as a payment option paying by check where you register and then your school pays by check. The check must be received **no later than 2 weeks prior to conference**.

Vice-President-External Report – Doris Williams

Question posed: Are there any people running for office?

Nancy looked up by-laws on board positions and timelines to be filled and found:

During odd years, as currently in 2009 – we elect officers for 2 year terms for:

- ❖ Treasurer Elect
- ❖ VP Internal
- ❖ Member at Large - odd
- ❖ President Elect
- ❖ Secretary

VP Program – a 2 year position - Nancy reminded the board that she would fill in this position for ONE year – this current 0809 year.

During even years, we elect officers for:

- ❖ President Elect
- ❖ VP External
- ❖ VP Program
- ❖ Member at Large – even

Copy of by-laws needed by all board members – updated last in 2000 and were adopted and voted on.

Officers needed to elect for this spring:

- ❖ President Elect
- ❖ Treasurer Elect
- ❖ VP Internal – Jane Smith will run
- ❖ Member at Large – odd year
- ❖ Secretary – Marcia will continue

Marcia will put out word to FCS teachers to consider joining board in **member at large** position.

With Jane Smith in new position as VP Internal, her position as member at large will be filled by appointment.

Licia Hazzard – to be appointed to the 2nd year being vacated by Jane Smith.

Nancy McIver – VP Program –not doing the second year so we need an association member to be appointed to complete the second year of VP Program (a one year position).

Vice –President- Internal Report – Dept. of Ed. Consultant Joan Fossum

NOTE: Joan is reporting the VP Internal report for board member Cynthia Grisa who will be unable to continue in this position.

Teacher of the Year – TOY update:

TOY nomination notice sent to Jennifer Opalinski and NHAFCs website.

Joan provided board members with a packet of documents for her presentation which included: (Board members – please see your packets provided by Joan for full details. I have provided additional notes/comments not in print on your copy).

- VP Internal Report
TOY – no nominations in yet.

- **State Consultant Report**
Noted that the FCS leaders from the NE states is scheduled for Saturday, January 24, 2009. The time for the meeting is 10:00 to 3:00. Also noted that two other courses to be developed and then taught by Granite State College include a Foods Course and Methods and Materials for an FCS Classroom course.
- **Friend of the Family Award 2009 Guidelines**
Noted that as of today, there have been no nominations put forth – still early – please be thinking about who might be worthy to be recognized for this award.
- **Friend of the Family Award 2009 Nomination Form**
Noted by Licia Hazzard that a possible candidate for this award is Patricia Hausen, Director of Early Childhood Development at Rivier. Get suggestions to Joan Fossum by end of February.
- **AAFCS Leaders Award 2009 Guidelines**
- **Notice for qualified candidates for the Bonnie Simpson FCS 2009 TOY Award**
- **Nomination Form for NHAFCS 2009 Teacher of the Year**

“ED”IES Award:

No decision regarding an NHAFCS TOY recipient has gone to the EDIES people. Our timeline is to select our recipient in April. Do we sign up for the table(s) now? What if we don't have a recipient?

With the board's approval, Joan can go forward and reserve a table now.

Price in the spring of 2008 for a table was \$475.00 plus \$125.00 for the EDIES bell. This is a \$600.00 commitment. (Treasurer Nora Beaton confirmed the \$ 475.00 table fee for the spring of 2008 ceremony).

Joan needs the boards “yes” or “no” for a table – The board agreed for Joan Fossum to let the EDIES committee know that we will get a table in the future **if** we have a TOY recipient. Our association needs a longer timeline to carry out our selection process.

Marketing Update – Licia Hazzard – Member at Large

Licia shared that we now have access to an on-line store called: **Café Press**

She showed us “mock” samples of NHAFCS products this company will make and offer for sale with a link to Café Press found at our NHAFCS website.

Sample products shared include:

- T-shirts
- Tote bags
- Aprons - white
- Mouse pads
- Note book – spiral bound
- Coffee mugs
- Magnet with “support NHAFCS”
- Bumper sticker
- Throw pillows

All of the above noted samples can have state logo or NHAFCS and come in student as well as adult sizes. Also could be with our website address printed on products.

This store has NO set up costs. Profit margins per item include the following examples:

- T-shirts = \$2.00

- Tote bag = \$3.00
- Caps = \$2.00
- Travel mug = \$2.00
- Tile coaster = \$1.00
- Aprons - \$3.00

Doris suggested we have one logo only to be repeated.

Licia needs our approval to go ahead and have **Café Press** start up our NHAFCs on-line products for sale.

NHAFCs – do we use this? Colors: maroon, gold and black

Do we go ahead?

Eileen Holmes: Presented motion: “I move we give the go ahead to have NHAFCs on-line store be added to our website home page.” Motion seconded by Doris Williams.

The NHAFCs board unanimously agreed to go ahead and get this store going on our behalf to promote our association. THANK YOU Licia, and your husband, for researching this company. We look forward to seeing OUR association name become more visible.

Joan will forward, on the list serve, the link to this on-line store.

Social Events Update – Jane Smith

No social report today but the following discussion occurred:

Let’s try for one spring and one fall social event. We should have a survey placed on our website to get ideas for social events.

“Concord after Work” – a networking social event was shared.

How about: NHAFCs after School Social? Jane will plan an event. The purpose: to offer social network time to talk to other FCS colleagues and enjoy time together.

President’s Report – Jennifer Opalinski

President’s Report Agenda included:

- Principal’s Association Board Meeting
- Web update & Survey
- Car Decal
- Leadership Conference
- Knoxville Conference 6/25
- Family Economics & Financial Ed. Newsletter

Kernbuilt.com survey – each board member was asked to complete survey and turn in to Jennifer. The owners of the website are willing to come and talk to us. Website costs include \$35.00 / month maintenance plus any changes. The website WILL be our lifeline. Goes back to the sustainability of the future for FCS!!!!

Should we add back to the board a “PR” person? This person could also serve as our web master.

Motion to adjourn meeting – Licia Hazzard – Seconded by Eileen Holmes

Meeting adjourned: 8:15 PM

Next NHAFCs Executive Board Meeting:

Monday, March 9, 2009
Plymouth, NH – 5:00

Respectfully submitted,

Marcia Trexler
NHAFCS Secretary

