Call to Order – Greg – 10:36 am, welcome

Additions to Agenda

Review September Minutes – No corrections or changes
ACTION: Linda Tripp moved to accept the minutes as read. Marika Rywak – 2nd – Voted and Approved

Correspondence – None to report

Treasurer’s Report – Shawn Tiede

- 2014 Budget presented as of Dec 31st. Before end of year, Capital Days reports all moved to one place in one account, handled by association treasurer…brought our account balances up significantly. **Note - Capital Days funds are separate but they all show up on one report so it looks like we have more funds than we do.
- Good year, net surplus of $4200.00 for 2014. Conference generated revenue for first time in a number of years.
- Transferred money from professional development accounts to cover awards
- Club conference money was not transferred.
- Lines in the budget changed: Names of budget lines but nothing major
- National Membership has been paid
- $500.00 deposit for state conference in the fall.
- Current balance $7432.72 – do we want to let this ride or do we want to move any of it to the professional development account. It is easy to move at any time.
- Prior recommendation from audit committee was that we keep $5,000.00 in checking account. ACTION: Decision at this point to leave account as is and we can move it later if audit committee suggests

ACTION: April Winslow motions to accept the Treasurer’s Report. 2nd – Jessica Spence – Voted and approved
VP Report – Tanya Nickerson

- Only 2 national members were received after the national membership deadline. Overall membership went really well this year.
- If new people start throughout the year, Tanya will send them an email and let them know about membership – please be sure to email her and let her know about new folks as they enter your districts.

Old Business - None

New Business

- Linda Tripp – Club Conference

  Requesting funds to provide resources for attendees.

  **ACTION:** Linda Tripp Motion that the association provide up to $1,500.00 this spring to provide resources and materials for attendees. Kelly Adams seconds. All in favor motion carries. Invoice will be sent forward.

NYSACCE4-HE Committee Reports

Leadership Directory is just about ready so expect that soon.

Audit – Tim Davis – No Report

Awards and Recognition – Mary Fairley

- Meeting/conference call to be March 23, 2015. Award selections will be made at this time
- The committee has been appointed and communicated via email
- The awards and process has been sent to members of the association
- Nominations for Service Awards are due to the chair February 13, 2015
- Packets for Service Awards are due to the chair March 1, 2015
- Specialty Awards are to be submitted on line by March 1, 2015
- Would like the Board to be aware there is an on line system for awards
- Process is much more user friendly

Capital Days – Rebecca Ireland-Perry

- JJ notes - Info was sent to youth early but t-shirt size and lunch requests were not on the form so when educators went to register youth, we did not have these pieces of information for the online form. This did make registration challenging. This was due in part to the fact that securing the food vendor was of particular challenge this year and that was not settled when the registration form was made available. This has already been updated and taken care of for next year.
- Continued discussion regarding time frame of Capital Days - We want to be very careful about not losing the legislative participation at the event. Keep in mind that it is the responsibility of each county reach out to their representatives for attendance. County buy-in is important to success.
- What is the ultimate goal of the experience? Exposing youth to state government vs. lobbying.
- Shawn spoke to his local senatorial staff and they felt there could be a better time for us to go due to the limited time that staff has available to the youth in the current time frame.
• Our previous discussion focused on a fall time frame – legislative staff is not available then. It will be important for us to continue to discuss when might be a more productive time for legislative attendance as we look to 2016.
• A very nice breakfast has been worked out and this will set the stage for the event.
• 80th anniversary is being commemorated with shirts and padfolios.
• Great photo opportunities with legislators.
• There was discussion of a Photo Booth
• Finances for Capital Days are being handled by Shawn as the NYSACCE4-HE Treasurer. His ready to write checks as soon as he receives vouchers. The move into our association has not slowed the process of check reception down at all; however, we cannot issue checks without signed vouchers. Marylin Jones is currently receiving the checks toward this year’s event/expenses.

Fund Development – April Winslow.

• Looking to develop a live auction for this year’s State Conference Awards Banquet
• It has been at least eight years since we last explored this format. It typically brings in more money.

Marketing and Information – Jessica Spence

• Online entries are being utilized this year, contrary to prior reports stating otherwise.
• Online entry system appears to running smoothly
• Link and email has been sent to the list serve see below for details
• Please send Jess an email AND a hard copy with the submission - Email format was extremely helpful when the committee was snowed in and could not meet in person to discuss applicants. Hard copy is necessary for the display at state conference awards banquet.
• Online entries are required
• Categories remain the same – there are approx. 11.
• Finger Lakes District shares that they keep a chart of when members have joined, how long they have been members, who is eligible, and the awards they have received to aid in peer nomination process. Tim keeps the data from year to year. It is suggested that District Chairs notify their districts of this process as it may be helpful to others.
• Communicator award categories can be found at http://www.nae4ha.com/assets/documents/awards/communicator-awards.pdf
• Communicator award submission is a 3 step process this year:
  o Step 1 – Submit all materials electronically at https://adobeformcentral.com/?f=zoK4bq%2Ao4yVt5pWMbNJBYYA (this includes your abstract and all supporting documentation required for the category in which you are applying)
  • Step 2 – Mail one hard copy of your entire application to Jessica Spence, CCE Wayne, 1581 Route 88 N, Newark, NY 14513. (The hard copy is used by the committee for judging the award and also for display at the NYSACCE4-HE Conference in October)
  • Step 3 – Email your entire application to Jessica Spence, jls233@cornell.edu. (The electronic copy is posted to the NYSACCE4-HE website to share with our peers – this should be easy after you’ve already created the documents to upload to the NAE4-HA system □)
• All steps for submitting a communicator award must be completed (or postmarked) by February 28, 2015.
• The committee will be meeting on March 13th to judge awards.
Mentoring – Jan Smith

- No requests for new kits
- One is still owed to Kim
- April has a new staff person from Madison, Jen has one, and so does Holly - all will follow up with Jan.
- As soon as Jan knows who is on committee info will come.

Nominating – Rachel Williams

- VP and Secretary will be needed for 2016. Contact Rachel with suggestions.

ACTION: Marika has list of names of people who said that they would consider for the future – she will give this to Rachel

Conference Planning Committee – Kelly Adams

- “4-H – Many Generations for One Thriving Future” is the theme
- Ithaca – Ramada – Oct 13-15
- Keynote – Fanny Glover proposed – Generational Differences theme
- Capnote - Scott Peters from campus proposed
- Karl Pilmer is a suggested contact on intergenerational work
- The Green Promise is a movie that is being proposed for viewing
- Wed morning double session on campus also proposed – Movie and discussion may happen here
- Meet Monday to plan for the conference
- RFPs out later this week or beginning of next week
- Book talk by Keira Butler – 4-H experience for youth in CA – “Rays” also suggested as a stepping off point. (“Under the 4-H Flag” is another story written based on a 4-H family years ago)
- 4-H 101 – Leadership is an important component for the conference and we want to ensure that this always remains in place. The board is responsible for this workshop. The committee explanations will be a part of this so that people can learn what committees entail and find a good fit for themselves if they are interested in jumping on board.

Carry over ACTION: Remember to include brief description of committees for membership as a future Agenda Item for our annual business meeting at conference. We need to decide who will do this and what it will entail exactly.

Professional Development – Nancy Caswell and Kelly Adams

- April 8th deadline for RFPs is expected
- Working on online registration
- Topic areas for conference workshops are as follows:
- Topic areas for workshops are:
  o Outstanding Curriculums, Technology and Projects for the multi-generational
  o 4-H program.
  o Best practices for working with the many generations of 4-H: Youth, Volunteers, Staff, Funders, Officials, Community Members, etc.
  o Marketing 4-H to multiple generations
• Andy Turner has joined PD Committee as a representative from the State 4-H Office
• Vouchers sent to Western and SE Districts for Professional Development Funds
• Outstanding Curriculums (see report)
• ST – There was some concern over the Western District application for PD Funds. A $50.00 request was made by the district and was met with many questions and delays on the part of the PD Committee. The day prior to the contracted speaker, Western District had still not been notified of approval. It was felt by district educators that this moved significantly away from the original intent of the funding. PD Committee was held up waiting for it to go through review of committee members and this was cumbersome and perhaps not necessary. The situation has been brought before the board with the request for suggestions moving forward.
• Shawn provides feedback on the history of these funds and their original intent: For a time, there was a shortage of professional development coming out of the state office and what did filter out was not always relevant to county staff. Assoc. funds were then designated to support locally relevant requests based on the views of the district educators to enhance annual professional development opportunities.
• It was agreed that the application is quite old and discussion over whether or not it is even necessary took place. Many districts are not using the funds and have expressed that the application is cumbersome. It should be a rare case that the PD Committee would ever deny a request and should be based solely on whether or not the district has exceeded their allowable funding and/or has not abided by the considerations on the current application.
• The board clarifies that it has previously decided how the funds should be designated; the PD Committee is simply the clearinghouse to ensure that no district exceeds their $250.00 allowable quota of funds per year. The PD Committee Chair has the ability to look at a request and say yes or no simply based on this quantitative data.
• Jennifer Jensen makes a motion as noted in the action below – April Winslow 2nd. Motion passes:

ACTION: Request for Professional Development Funds will be made simply through an email sent to the committee chair with a cc’d copy to the NYSACCE4-HE Board President. Amount requested, intended use of funds, and the date of the event should be included in the email. Districts are allowed up to $250.00 per budget year. Request should be made a minimum of 2 weeks prior to the event. Committee chair will verify that the district has not superseded their $250.00 allowed amount per year and the Professional Development Chair will respond to the request to let the district know that they may proceed with their plans or that they have exceeded the allowable amount and will not receive additional funds at that time. Considerations from application should be applied.

Investment – Roxanne Dueppengiesser - No report

NAE4-HA Report – Shawn Tiede and Linda Tripp

• As of the end of this month Jody Rosen and her company have resigned as Executive Director of NAE4-HA
• Financial Info has been forwarded to Shawn at his office. He will be handling all of the vouchering and check writing through the transition.
• Bob Ohlensehlen - Interim Executive Director (current ED of JCEP) until May 15th. Will carry Member Services piece as primary responsibility.
• ED Services request will go out.
• Conference Planner for 2015 is Kay Chelena
• 2016 bids going out now – New Orleans
• 2017 is forth coming – Indianapolis
• Spring Board meeting is March 30th. Will be checking out site in Portland
• Awards banquet is on Wed night. Thursday ends with a cap note speaker in the morning and then conference is done by 10am. Seminar on Wheels is going to be presented on Thursday for those who want to stay.
• Sunday 10-25 through Thurs morning…. Expected that many people will leave on Thursday and not tour.

JCEP Conference Overview – Tanya Nickerson

• Leadership was the big focus
• Interesting people as presenters from across the country
• National 4-H Council Update – National marketing campaign is going to be released. Targeting is ambiguous - National release slated for next spring.
• Marketing online resources will be available. Logos will also be available. Full campaign materials and marketing tool kits are coming.
• Focus areas for National 4-H Headquarters were presented
• NAE4-HA first time attendee scholarship conference guidelines
• NAE4-HA is coming to Cornell in the spring – Dec meeting was cancelled

State 4-H Office – Andy Turner and Alexa Maille

Andy Turner:

• Big Picture Summary. We are currently in a change-oriented process. This is a 4-Step process and some of phase three has begun.
• State wide working group has been quite active this year with two meetings and several discussions.
• Andy is working to create a more unified team at the state office including engagement with campus partners such as campus administration and the team at Brofenbrenner.
• 4-H connects youth as demonstrated in our new mission statement – 4-H connects youth to hands-on learning opportunities that help them grow into competent, caring, contributing members of society.
• Communications, policies, professional development, etc. will all reflect the work of the statewide working group.
• We continue to head toward phase four (goals measurement, alignment, marketing plan, attracting new resources, etc.) but it takes time to gather the information to be able to get there. This is likely to take us a couple of years.

Alexa Maille:

• Career Explorations is in the forefront of planning at this time. They team is working on identifying campus partners. It has been challenging this year because Alexa is still working on building relationships and understanding program facts. State office is hopeful that more focus programs will be forth coming.
• The team is working to streamline the registration process
• Code of Conduct and Permission Slips are also forthcoming. State office is currently in a review process with Sarah Dayton Fox and the Wood office. The intent is that moving forward there will be one permission slip for all state events.
• New 4-H Online system does allow us to upload documents so there is a possibility that we might eventually be able to upload this to the system.
Some of our old favorites at Career Ex will not be available this year – Vet Science and Dairy
The state office is currently working on defining what a 4-H learning experience is. SWG is working on this locally as well as National 4-H Headquarters. The focus is shifting from delivery mode to the learning experience. Alexa is hoping to connect with educators regionally on the learning experience piece and Vision Values is being released next week in the First Friday News.
Club Management Conference is currently being planned. This is the last board meeting prior to the conference and Greg is reminded that the board did provide funds to offset conference costs last year.
Discussion regarding Animal Science on the state website. Feedback is that it is very challenging to find. The state office will take a look at this and they are hopeful that this spring/summer will bring some changes to the website.

NYS 4-H Foundation – Andy Turner

First steps have been made to stabilize the foundation.
The past few years the foundation has spent more than fund raising has produced and therefore major changes will need to occur to keep operations going forward.
The foundation is looking to discuss strategies with counties and educators to help foundation identify its niche
$500,000 from National Council comes to NYS and is run through the 4-H Foundation each year. It is important that we maintain our ability to receive these funds in this manner.
The foundation has the ability to have up to 18 people so everyone is anxious to get it back on stable footing and look at ways to expand current staffing model.

News and Views – Jessica Spence – No Report

District Reports

Capital – Linda Tripp

For our November professional development, our speaker was Sarah McFadden, the digital literacy educator for CCE Rensselaer County. She told us what she does in her job and shared some youth program resources. We also viewed one of the Animal Production Ambassador final project videos – on the year in the life of a sheep which can be found on U-tube.
Tom Davis came as a presenter for January meeting and walked through NYS Fair info – did a great job
Lost three people from Capital District – Jack McCulley, Amanda Benson from Columbia-Greene and Mary Fairley is retiring Feb. 20th.
March 26th next district meeting - going to do Strengths Finder - planning to apply for funds toward that.

Finger Lakes – Jennifer Jensen

December 2nd meeting - District met in Seneca County where we had a workshop/discussion about the future of 4-H in the district. We talked in great length of overlaps and duplication of our job responsibilities between counties. Also, discussed the dream plans of having someone in the district have a position to do multicounty responsibilities, make connections with the university for our district and see how we can work more efficiently between counties. Also a Memorial Day Museum Tour.
• No longer meeting with Western District. Western did not have a lot of members and it just got to be too challenging with location and travel. In June they will host a joint district meeting at Letchworth State Park.

• Meeting in March in Yates County to discuss the 2016 conference not be moved because the 2016 National Conference will be in September so awards would need to be handled differently. Need the time to plan the conference and do well. They are requesting that the board look toward 2017 for any major scheduling shifts. (Until By-Laws are changed no changes can be made regardless).

• It is felt that with so many new 4-H educators in the system they are likely to be at the 4-H Club Conference though most did not attend the State Conference. Discussion of conference schedule change continues as follows:
  • Club Management Conference was extremely intense and everyone left exhausted. Would doing State and Club Conference back to back be too much for educators?
  • Some feel the Oct. time frame wouldn’t leave enough time to process the new information before the club year begins.
  • No discussion has occurred with the state office yet as to whether or not the state office would even be open to a fall scheduling shift.
  • By-Laws Committee appointments are needed
  • Great deals of unknowns are in place that we won’t be able to address until we better understand full scope of ramifications for major scheduling move.
  • Discussion to continue…

• New staff: Jessica Reisdorf, Genesee County, jmr398@cornell.edu

North Central – April Winslow

• New staff member in Madison
• Introduction/training to 4-H Online by Adam Davis at last meeting
• ACTION: Alycia Schick – Madison County will be joining the Mentoring Committee
• Oneida County has made offers for two positions
• State and National membership fee discussion - important to have both to provide an economical option for educators.

• With the current amount of funds in savings does the association need to raise membership fees? Our district wants to be sure that all educators may be members and that membership fees and conference fees are not used to make money when the association is in such positive financial standing. We have found that new educators will start as state only members and then upgrade to state and national membership once they understand the benefits. We fully appreciate what the association offers in networking, professional development and leadership development especially in recent years when other opportunities for professional development were not offered. We also appreciate the role the association has played in supporting the NYS 4-H office.

• We encourage all educators in our district to become active members of the association and have struggled to fill all of the committee roles required of our district and without our state only members we would have fewer educators in the needed roles that many are already filling two or more of. Raising fees and eliminating the state only option will make it more challenging as a district. Educators and counties are continually asked to do more with less and we feel the association can continue to offer excellent membership benefits with the state only option and current membership fees.

North Country – Amber Thibodeau
• County updates on Choose Health grant, Essex and Franklin counties working together to promote WOW trip to North Country district and other interested counties for late October.
• New hire: Lewis County- Kathy Lehman (no email yet)
• District would like to see more information regarding moving Educator Conference to spring-worried it might affect those with heavy spring/summer responsibilities.

South Central – Rebecca Ireland-Perry
• We met at 4-H Acres in Tompkins County for our regular meeting, and then went to the Ithaca Ramada for lunch and to tour the facility for the state conference in October. We set up committees to work on the conference planning.
• We are looking forward to a great state conference in Ithaca from October 13-15, 2015. Hope to see everyone there!
• Meet again upcoming Monday

South East – Marika Rywak
• Met Dec 11th in NYC at the School of Food and Finance
• Philson gave an update on the green house construction that is ongoing at the school. He has invited us back after project completion to tour the new rooftop greenhouse in the spring.
• 2014 Professional Development funds were utilized to purchase a South East lending library of books that educators all agreed would be helpful. They included volunteer management, STEM development in youth, and several others.
• Our district worked to coordinate a regional poultry speaker that we hope will be covered through the Rice Poultry Grant
• Public Presentations committee planned additional meeting to update materials and rework district offerings to include Teen Interviews for 2015 and align our forms with the state level.

Western – Holly Harwood
• December: business meeting along with a workshop to learn the art of glass etching.
• February: business meeting, etiquette luncheon, 4-H online session.
• New Hires include:
  • Robert Batt – Orleans – rpb23
  • Bonnie Benton – Niagara – blb14
• The Finger Lakes & Western Districts have decided to meet as individual districts this year. There will be one joint meeting during June.

Next Meeting – May 19th is proposed for Cornell

Agenda Items for Next Board Meeting

• Nothing yet

Adjournment – Adjourned by Greg Stevens at 1:46pm

Respectfully Submitted by: Ingrid Hill
NYSACCE4HE Secretary