

Wisconsin FFA Center Board Meeting
Tuesday, June 26, 2018 at 1:15 p.m.
Red Lion Hotel Paper Valley, Appleton
Minutes

Present: Kevin Hoffman, Darren Swartz, Becky Wirkus, Troy Talford, Shari Graffunder, Jake Cramer, Becky Grabarski, Brian Pinchart, Nicole Nelson, Jeff Hicken

Not Present: Rachel Sauvola

The meeting was called to order by Chairman Kevin Hoffman at 1:23 p.m.

Troy moved to approve the January and conference call minutes. Shari seconded. Passed.

Shari moved to approve the financial reports. Jake seconded. passed. There was some discussion about reviewing the financial reports and timings to prepare for greater financial engagement and accountability with future staff.

FFA Center Operations Update:

- Cheryl shared an update of Mark's health journey through the spring and current treatment plan
- Big project this year is implementing the new state officer continuum
- It was another great state convention

Old Business:

- Cheryl provided an update on the extra staff spending. They will provide an additional \$500 to Jamie Hagenow for her additional time spent with the state officers. She will also provide some mileage to Melinda Goplin and Katie Christenson for their expense coming to Spencer to help with some things.
- FFA Center Succession Plan - Troy updated that this spring's attention turned to making sure the Center was supported through the staff members' personal trials. The plan is to hold a conference call in August to re-group on these efforts. Specific items that were brought up were SOPs (beneficial to start documenting big to-do items and timing of them) and for Cheryl to provide a summer calendar to help with any unforeseen emergencies. Also, we are still planning to provide more education about the leadership structure so that WAAE members can be more informed to discuss any possible changes.

New Business:

- Cheryl gave a few brief comments about rent and staff evaluations and then she and Jeff were excused and the board went to closed session.
- Shari moved to increase rent to \$350/month (\$4,200/year) for the 2019-2020 budget year. Darren seconded. Passed.

- Brian moved to give the Executive Director the flexibility to determine staff raises, staying within the established budget limits, combining line items 19 and 20. Darren seconded. Passed.
- Troy moved to give the Executive Director a 2.5% raise for salary and benefits. Jake seconded. Passed
- It was discussed that we should request that the Foundation add an agenda item to share information about the Center funding situation - inform them of the \$5/conference registration.

Darren moved to adjourn. Jake seconded. Passed.