

Minutes
FFA Center Board
6-26-07
Madison Marriott West

- I. The meeting was called to order by Keith Gundlach at 1:10 p.m.
- II. Approval of FFA Center Board Minutes
 - A. Tari Costello moved to approve the minutes of 1-5-07, seconded by Mike Olson, motion passed.
 - B. Announcement was made that Randy Ehrenberg will serve on the board for Sections 5 and 10 as David Laatsch will be leaving the board.
- III. FFA Center Update - Cheryl Zimmerman
 - A. Cheryl reported that the attendance at state convention was at a record high level and that everything went very well. She announced future dates. She said that she and Jeff Hicken are working on future convention dates and plans with the Alliant Energy Center.
 - B. The realignment of the state sections is completed. It was a great year for membership numbers. May 15 - 17,927 was the membership count. Discussion followed regarding ways to recognize chapters for FFA membership. Further discussion followed regarding the distinction between FFA/CDE contest events vs Ag Tech contest events; importance of checking as to whether or not contest participants are FFA members and what contests and qualifying events should students have to be FFA members for?
 - C. Cheryl continued discussion of the Center Update handout.
 - D. Cheryl reported that the summer intern is very helpful to the center and is doing a good job.
 - E. Cheryl said that the internet service at the center needs to be updated.
- IV. FFA Center Operations Update - Cheryl Zimmerman
 - A. Cheryl discussed that this has been a very difficult spring as her assistant, Terri, had a family emergency with her husband needing bypass surgery and so Terri's work time was limited. Also, the accountant at Data Flow has retired because of family health reasons and Data Flow is currently working to reassign our account to another of their accountants. Cheryl also experienced the loss of her grandmother. This was a very challenging time for Cheryl. Cheryl mentioned that she is not sure what the future will bring at this time.
 - B. Jerry asked if there is a plan to hire someone during such an emergency. Dick reported that this had been done in the spring as needed.
- V. FFA Center Financial Report - Cheryl Zimmerman
 - A. There is not a complete report at this time due to the accountant retiring but a limited report was passed out.
 - B. Affiliation fees were discussed with the board. 247 chapters have paid their fees.
 - C. Cheryl passed out the financial report ending Jan. 31, 2007 which is the

last report available from Data Flow. Cheryl reported the total assets and other information available. Cheryl also shared the Perkins Dollars worksheet with the board via handout and discussion.

VI. Part Time Help for FFA Center - Cheryl Zimmerman

- A. Cheryl reported that she will have to discuss with Terri later in the summer as to how much time she can continue to devote to the center.
- B. Cheryl has Carolyn Bauer available to help at the center. This is the person who helped on an emergency basis this spring. Cheryl paid her \$8.00 an hour when she helped out.

VII. FFA Center Rent - Richard Aide

- A. Dick reported that we have paid \$2000 per year for rent of office space in Cheryl's home.
- B. Dick advised that a raise in this amount should be considered as it has been at this amount for three years.
- C. Dick also recommended that the board approve having a DSL line come into her home for internet service. Jeff Hicken discussed what would be available if they would get Charter bundle, that would include very good service that would be superior to DSL. Cheryl said that she would research that issue. The board instructed that she is to go ahead and get a new more efficient service.

VIII. FFA Center Office Equipment - Cheryl Zimmerman

- A. Cheryl asked if she could research some new pieces of office furniture as some of her equipment is getting in pretty bad shape.
- B. Jeff Hicken said that there are old computers stored in her home and they need to go.
- C. Tari Costello moved for Cheryl to get rid of old equipment, seconded by Kevin Whalen, discussion followed, motion passed.
- D. Jerry Wendt discussed the option of having cabinets and furniture custom built to meet the needs of the center better. Cheryl was asked to check into this.

IX. FFA Center Budget will be available for approval at the November meeting. A new accountant will be assigned to the FFA Center at DataFlow corporation.

X. Executive Director Contract - Richard Aide

- A. Cheryl Zimmerman left for discussion of the contract.
- B. Keith Gundlach reported on the evaluation meeting that he, Cheryl, and Dick Aide had earlier in the morning. He went over the evaluation points and he said that Cheryl rates right up at the top in every category. Keith said that Cheryl's only fault is that she doesn't ask for help quick enough when needed. Mike Olson mentioned that a conversation with one of the state officers resulted in the comment that Wisconsin is always the best prepared and right at the top due to the work of Cheryl in the Wisconsin FFA Center.
- C. Keith also commented on the fact that her work load continually increases; it doesn't get any less. Mike Olson emphasized that Cheryl is

so very important to the Wisconsin FFA Center and we need to do everything we can to keep her right here in Wisconsin. The board also commented on the professionalism of the state officer team. Keith commented that the board encouraged her to keep involved in her professional organization where she has received several awards.

- D. Kevin Whalen asked if someone else can be responsible for seeing that membership rosters are up to date and for contacting chapters to make sure that contest participants, etc., are paid members. Can someone else call and make contacts so that Cheryl doesn't have to do this? Dick said that Jeff Hicken is helping her with this task. The board also made the comment that if this contact comes from someone other than Cheryl or Jeff it may not have the clout that it does coming from them. Ralph suggested to have Ms Bauer available to help more with membership issues.
 - E. The present contract was handed out. Dick said that he has changed the dates to correspond with the next year but has left the figures as they are at present. He went over the provisions of the present contract. Suggestions or comments were asked for. Questions were asked and discussion followed.
 - F. Suggestion for salary increase was asked for. Comment was made that teacher salary increase is at 3.8%. Mike Olson commented that he feels the board needs to do better than that. Jerry Wendt asked how close she is to getting her M.S. degree and he also commented that the board needs to answer to the membership as to the reason for an increase. Comments were made regarding the fact that she doesn't have the benefit of the state teacher's retirement system and the board does not have to pay her health insurance costs, so those are considerations. In comparison to other state executive directors for FFA, our salary package is "behind" when considering our state membership numbers. It was decided to deal with salary issues, rent issues, and office equipment as separate issues.
 - G. Tari Costello moved to increase the salary 3.8%, seconded by Kevin Whalen, motion passed.
 - H. Randy Ehrenberg moved to increase the FFA Center Rent per year from \$2000 to \$3000, seconded by Kevin Whalen, motion passed. Tari Costello reminded the board that we need to discuss this issue yearly.
 - I. The board recommended that Cheryl should investigate acquiring new office equipment/furniture and report to the board and then a decision will be made regarding this matter.
- XI. The meeting was adjourned at 2:45 p.m.