

Wisconsin FFA Center Board Meeting Agenda
Tuesday, June 26, 2013 at 1:30 p.m.
Hyatt on Main, Green Bay

The meeting was called to order by President-Elect Kimberly Houser at 1:30 p.m.

Members Present: Glenda Crook, Shari Graffunder, Kristin Hanson, Clara Hedrich, Kim Houser, Bridgett Neu, Mike Robinson, Cheryl Zimmerman

Members Absent: Randy Ehrenberg, David Kruse

It was moved to approve the agenda with flexibility by Bridgett Neu and the motion was seconded by Shari Graffunder. Motion passed.

Approval of the January minutes was moved by Kristin Hanson and seconded by Bridgett Neu. Motioned passed.

Cheryl Zimmerman referred to three documents titled as Financial Statements – Wisconsin FFA Center Nine Months Ended April 30, 2013 (blue covered), Financial Statements – Wisconsin FFA Center Six Months Ended January 31, 2013 (blue covered) and 2011-2012 GPR Funding to the Wisconsin FFA Center (3 pages on white) for the FFA Center Financial Report.

FFA Center Affiliation Fees

There were 248 active FFA chapters that paid the \$350 Wisconsin FFA Center Affiliation Fee for the 2012-13 school year. Two chapters were inactive: Benton and Green Bay West. Three chapters were new and were not charged an affiliation fee for this school year. Fall River, Milwaukee Vincent and Owen-Withee.

GPR Funding

Cheryl Zimmerman then referred to the GPR funding report titled **2011-2012 GPR Funding to the Wisconsin FFA Center (3 pages on white) for the FFA Center Financial Report**. Cheryl explained to the Board that the report is needed by the DPI since those funds come from approval through Jeff Hicken. The GPR report is used to prove how the monies are spent by the Wisconsin FFA Center in specific detail which included the divisions of 2010-11 state officer assistance, the 2011-12 contracted services, computer, postage, printing/copy machine usage, and supplies. Jeff Hicken then passes the report onto the administration of the DPI. Bridgett Neu questioned the \$1000 cost for the review of the state degrees on page 1 of the document. Cheryl explained that is part of her salary and the amount that she was initially paid to process degrees and proficiency awards, which transferred to the Wisconsin

FFA Center in 2004. This amount has not increased since the Wisconsin FFA Center took on this responsibility.

Financial Statement Review

Review Financial Statements dated April 30, 2013 and January 31, 2013 was done by the Board members.

Membership Status

Cheryl Zimmerman stated that Wisconsin increased in membership, which is at a 29 year high, but lost a delegate this year at the National FFA Convention, which went from 15 to 14 members. The number of delegates per state is based on a formula that is used nationally. The states that have the largest membership increases acquire more delegates. The current formula is based on the 475 total delegates. There is a rising concern to look at the formula and balance it for more states to have equal representation.

Foundation Information

When reviewing page 3, Cheryl Zimmerman stated that FFA Foundation income amount should be in the FDN Star Mission Sponsorship line instead. Cheryl will discuss this with the accountant, so that it is noted on the correct line for future statements.

GPR

While reviewing page 4 of the financial report, Cheryl Zimmerman explained that she is working with the accountant at Data Flow to categorize GPR money so it is easier to generate reports needed by DPI. Currently Cheryl has to go back in each of the funds and determine what was as GPR and what wasn't. Fine-tuning the financial report to list specific GPR fund spending will make it less time consuming to create reports needed.

General Considerations

Glenda Crook shared her concerns with costs associated with more members attending events when using the affiliation fee route of membership because of increased growth in membership. Essentially more members want to attend events but then with that there is more time needed and FFA Center resources needed that are associated with each event. Cheryl Zimmerman reviews the general ledger closely when the fiscal year has concluded and double checks that items are in the correct coded areas prior to final approval of the year. Kimberly Houser asked for questions from the Board. There were no questions at this time.

FFA Center Update

Cheryl Zimmerman referred to the salmon sheets titled Wisconsin FFA Center/Wisconsin Association of FFA. **See attachment titled Wisconsin FFA Center Report June 2013.**

Speaking Contests

More responsibilities were added to Cheryl's duties due to the new electronic format for registering for the speaking contests. Discussion if new contest rules are needed.

Ag Career Network

Adjustments for this program are currently underway. Questions concerning the future of award applications were expressed. Electronic files vs. paper version were discussed. Referred to National FFA Scholarship in which the application and evaluation processes were discussed.

FFA Foundation

Cheryl was involved with hiring the foundation director.

The updated website project has been lead through Nicole Nelson with the Wisconsin FFA Foundation. Nicole Nelson has requested pictures and other items for the website due by July 1. The items have been transferred over but not in the style needed for the new website design.

The Wisconsin FFA Website in terms of maintenance and adding new registration options has added additional responsibilities for Cheryl. Jeremy Chopp with USAgNet and Cheryl worked on website to activate and deactivate items throughout the year. It takes time to maintain the website and make the necessary changes in a timely manner.

Rally to Fight Hunger

The goal of Wisconsin FFA was met with 10,725 pounds of food through the Kids Against Hunger organization. With this large donation the Second Harvest Food Bank is on track with providing 12 million meals to individuals, seniors, families and children by June 30th. Landmark Cooperative will again sponsor for next year and have proposed a \$10,000 donation. A huge thank you goes out to Beth Rieth for all her organization with the Kids Against Hunger food drive.

Alumni

Currently, Cheryl is working with the alumni on various upcoming conferences – alumni council meetings are now held at the same time and location of FFA events. The National FFA Alumni Conference is in Green Bay, July 17-20, 2013. State Officers will be attending for a portion of the conference.

Growing Wisconsin

The advertisement is complete. The FFA Association along with the Team Ag Ed Partners all went in on the advertisement in the magazine.

Teach AG

At the Ag Ed Summit, Cheryl brainstormed the idea to create a display board with Teach AG promotion in mind. The Board was used at the State FFA Convention during the Career Show and the Change Lives Teach Ag Workshop, which featured four agricultural education instructors and why they became teachers. The Teach Ag teacher workshop was well attended and the writing of the thank you to teachers was appreciated but the distribution of the thank you notes needs more consideration for the future. Glenda Crook brought up that section 6 is the TAG committee, so they could be utilized more in the future for the various promotions.

State Band and Choir

State Band/Choir form collection is occurring now. The process of form and fee collecting came through the Wisconsin FFA Center this year instead of DPI. Forms now were mailed to the Wisconsin FFA Center to account for everything before state convention.

State FFA Convention Report

Cheryl Zimmerman informed the Board that the backdrop for the stage was changed due to a suggestion from state officers to update the look. With the help of Aaron Zimmerman new video backgrounds were created. A huge thank you goes out to Aaron for the change of the logo placement during the State FFA Convention.

There was a situation that occurred during convention in which more discussion of who is responsible for guests who are not welcome at the Alliant Energy Center or the Wisconsin Association of FFA has been prompted. The situation at the convention was investigated and no further incidents were reported. This is a topic for future conventions.

There was excellent attendance for all leadership dinners.

The painted barn boards will be sold at State FFA Alumni Convention in Elkhart Lake on February 7-8, 2014.

The FFA Advisor's meeting was canceled due to over commitments. Times have changed, so may be something to remove, due to more efficient methods of information distribution have occurred over the years.

Cheryl worked with UWRF for the UW-River Falls Alumni reception held for the second year. Farm Technology Days plaques need to be ordered for soils winners, so that Kristin Hanson can get them distributed. She will be contacting Gordie Gasch, CDE coordinator.

Wisconsin FFA still needs to provide judges for national CDE's competitions.

State degrees were up by 6 members this year.

The National FFA Officer Candidate is Aaron Zimmerman. Congratulations and good luck to Aaron as he proceeds forward.

The Board reviewed summaries of attendance at various events throughout the year.

Review the State Officer Candidate selection process is a goal for 2013-14. As again this year a section did not have candidates at the application deadline. The deadline was extended for that section to acquire candidates for the process. This is the second year that one section needed deadline extensions to obtain candidates.

Fiscal Year Work Summary

The Board members reviewed the document titled 2012-13 Fiscal Year Work Summary.

Cheryl Zimmerman is taking vacation in July which will leave two days that may be unused. She used 3 personal days for a trip to Louisville for a skill-a-thon in Louisville for her county's 4-H team. Cheryl stated that 35% of her time is on the road, a fact for the Board members to know if the information needs to be posted.

Old Business

Rental Contract

David Kruse will review the Rural Insurance package with Cheryl Zimmerman. Due to David's absence, Kimberly Houser stated she will talk with Cheryl.

Liability case update

On May 15, Cheryl drove to the Cochrane-Fountain City High School for a deposition.

Lawyers from the parties listed in the lawsuit were present. Cheryl has not been contacted by the lawyer representing the Wisconsin FFA Center as to the status of the lawsuit. She will contact the lawyer if she does not hear back within the next week.

Tablet Purchase

A surface was purchased by Cheryl and she showed the Board members and demonstrated how the keyboard was a cover to the device. She stated that it is much easier to carry and

use at all the conferences. She extends her thank you to the Board for allowing such a purchase.

Review changes in Dental benefits

Cheryl and Mark Zimmerman have reviewed the dental benefits provided by the FFA Center and the Spencer School District. The terms of Mark's insurance changed and items have been reviewed since thus changing how Cheryl's dental insurance is covered. Final contract decisions will need to be made concerning Cheryl's benefit package.

New Business

Staffing 2013-2014 FFA Center Assistant

FFA Administrative Assistant Terry Bernick was off work approximately 5 weeks due to her accident. Cheryl covered most of the responsibilities alone those weeks in the office.

Julie Orth is the intern for the summer. Past State Officers are appreciated for this position as details are known by the individuals who have served on a team prior as to responsibilities and jobs that need to be covered with very little training.

Cheryl stated that the Board members might have to consider hiring additional staff in January due to all the increased hours and paperwork that comes into the office during that time.

Terry Bernick's wages were discussed. The administrative assistant wages as of last year were \$ 24,571.35. \$14.25/hour is the current pay rate. The Board members discussed questions considering salary versus hourly rate. The Board would like to investigate the options for the administrative assistant to consider for future contracts. Board members agreed that research has to be done and considerations need to be made. A log of hours was requested and Glenda Crook shared a quick calculation that Terry works an average of 43 hours per week with approximately 10 weeks off during the calendar year.

FFA Executive Director

The salary proposal was discussed in closed session. The exact details will be shared at a later date due.

Review Board Terms

- a. Sections 1&2 Kristin Hanson 2012-2015
- b. Sections 3&4 Mike Robinson 2010-2013 (Election this week). Brian Kast will be the sections 3&4 representative
- c. Sections 5&10 Randy Ehrenberg 2010-2013 (Election this week). Ralph Johnson will be the sections 5&10 representative.

- d. Sections 6&7 Glenda Crook 2011-2014
- e. Sections 8&9 Clara Hedrich 2011-2014
- f. David Kruse WAAE Past-President 2012-2013 (Leaving Board)
- g. Kim Houser WAAE Past-President 2013-2014
- h. Shari Graffunder WAAE President 2013-2014
- i. Linda Sattler WAAE President-Elect 2013-2014

Next Meeting Date

The next meeting will be at 212/360 Conference on Friday, November 15, 2013 in Eau Claire.

Concerns:

Clara Hedrich presented a concern about judges for FFA competitions. It was agreed upon that all advisors and staff should excuse him/her self if some one they know is in the competition they are judging.

Mike Robinson asked to consider “if the spirit stick is still a relative promotion tool?”

Mike also shared that advisors were very concerned about the turnaround time of proficiency awards and state degree appeals. Glenda and Cheryl mentioned creating an insert into the proficiency application process for a ranking of preference of area to win. Another note was made that maybe it should have been made public that Terry was out of the office for a long duration as many did not know that she was not in the office to assist. Cheryl noted also that consideration has to be given to the turn around time in confirmation of state winners and advisors need to respond to emails and confirm decisions to move process along. This is all a very time consuming process.

The Board members moved to closed session to discuss FFA Center employee’s salaries.

Mike Robinson moved to adjourn the meeting. Glenda Crook seconded. Meeting adjourned at 2nd – adjourned at 3:04 p.m.

Wisconsin FFA Center/Wisconsin Association of FFA

New for 2012-13

Online District Speaking Contest Registration
Filling Sectional Speaking Contest Vacancies from other District Contests
Ag Career Network
Hiring New FFA Foundation Executive Director
New Reports and updates to State FFA Convention Online Registration
FFA Website Project
Rally to Fight Hunger
Coordination of Alumni Council Meetings with FFA Conferences
Milwaukee Vincent Open House
Growing Wisconsin Magazine Advertisement
Change Lives Teach Ag Booth
Attended SOCK training in Madison
Attend BIO Conference in Chicago, IL
State Fair Band and Chorus Registration Forms to FFA Center

Association of FFA had another successful year. Thank you FFA advisors for making things happen at the local level. Your hard work and dedication to build and develop your local program is what helps make the entire state of Wisconsin be successful.

State FFA Convention: The 84th State FFA Convention was a great success with record attendance 3,519. State Convention online registration system....worked well but plans to continue to improve reports. Thank you to the entire team of people – state officers, advisors, managers, past state officers and all volunteers who helped to bring this convention together and make it the event it is.

New look to the stage – designed by Aaron Zimmerman.....Rally to Fight Hunger coordinated by Beth Rieth and Bethany Rieth....great news coverage...Excellent attendance at Sponsors and Award Winners Dinner....Restored Tractor Display continues to be popular....Second year UW-River Falls Alumni Reception....FFA painted barn Boards will be auctioned off at the State FFA Alumni Convention in February....Cancelled advisor meeting – too hard to get us all together.

Please make sure to share any ideas or suggestions you have for future conventions. We will again be returning to the Alliant Energy Center in 2014 - June 9-12.

State Convention Materials: We have items left from the State FFA Convention for teachers to pick up. Please check your materials so you have received all the correct plaques and applications.

New State Officer Team: We have completed the annual BLAST OFF training. The officers arrived here on Sunday evening to begin their training and work sessions. Please introduce yourself to the officers so they have an opportunity to get to know which advisors are from their sections. They are a great group of students and looking forward to another super year for Wisconsin FFA. This year we will travel to Springfield, Illinois next week.

Key Message Training will occur July 8 and July 31 before Farm Technology Days and Wisconsin State Fair. State Officers will conduct Farm Tours at the 2013 Wisconsin Farm Technology Days.

Wisconsin FFA Membership:

We have reached the 19,180 mark!! Wisconsin FFA membership increased again. However, Wisconsin lost a delegate based on how other states grew in membership this past year. We will again offer the National FFA Affiliation fee option for chapters that wish to utilize this type of membership process. Remember National FFA dues will be \$7.00 ...so total packages will be \$12.50.

Newly Chartered FFA Chapters: Milwaukee Vincent and Fall River.

Wisconsin FFA Website: To be released this summer and presented at the Fall Sectional Leadership Workshops

Wisconsin FFA Center Affiliation Fee: For 2012-13 248 total chapters paid affiliation fee or fees to participate. The Affiliation Fee will be \$350.00 for the 2013-2014 school year. Invoices are being handed out here. Invoices not picked up this week will be sent directly to the schools.

FFA Center Summer Assistant:

Julie Orth, past state FFA officer has been serving as the Wisconsin FFA Center Summer Assistant.

State FFA Safe Tractor Operators Contest: The State Contest will be held Tuesday, July 8 at Farm Technology Days in Barron County. An email will be sent to all advisors of Sectional Winners the end of this week.

Judges Needed for National CDEs: Creed, Prepared and Extemp judges needed. Please let me know if you are interested so I can register you online.

State Fair: We have enough chaperones for state FFA band and chorus. The State FFA Officers will again partner with the Department of Agriculture, Trade and Consumer Protection for the Veggie Races. The state officers will also be in charge of the stage presentations in the Discovery Barn. All stage presentations will be done by the officers this year and planning is underway.

State FFA Degree Processing – 365 applications were reviewed. 327 were awarded. Increase of 6 applications.

State FFA Proficiency Judging – 613 proficiency award applications were received, processed and judged. Down 77 applications from last year

American Degree Applications - We had 113 applications submitted to National FFA. Final approval will occur this summer. Down 73 applications from last year.

2013 Sectional Leadership Workshops – Key topics will be the use of the new Ag Career Network, and updates on FFA programs and applications.

National FFA Officer Candidate - Selection process taking place at WAAE Conference. We have one candidate – Aaron Zimmerman. Ethan Geibel 2012 national FFA Nominating Committee member leading the process. Plan to keep selection after State FFA Convention in the future.

Thanks for your input. Your ideas and suggestions make our State FFA Association strong. Thank you very much for allowing me the opportunity to serve as your FFA Executive Director. I appreciate the support that you give me and our FFA Center to provide opportunities for FFA members.

Summary of Sectional Leadership Workshops 1995-2012

Year	Attendance
1995	1674
1996	1715
1997	1934
1998	1937
1999	1921
2000	1806
2001	1886
2002	1964
2003	2211
2004	1919
2005	2103
2006	2173
2007	2086
2008	2028
2009	2075
2010	2192
2011	2077
2012	2159

Summary of 212 (MFE), 360 (ALD) and EDGE Participation 1992-2013

Year	Fall	Spring	Total
1992-93	172	52	224
1993-94	195	119	314
1994-95	210	135	345
1995-96	226	152	378
1996-97	267	141	408
1997-98	271	219	490
1998-99	271	200 (MFE 143 + EDGE 57)	471
1999-2000	319 (MFE 184 + ALD 135)	331 (MFE 235 + EDGE 96)	650
2000-2001	387 (MFE 203 + ALD 184)	297 (MFE 194 + EDGE 103)	684
2001-2002	339 (MFE 203 + ALD 136)	373 (MFE 231 + EDGE 142)	712
2002-2003	376 (MFE 208 + ALD 168)	433 (MFE 228 + EDGE 199)	803
2003-2004	448 (MFE 267 + ALD 181)	347 (MFE 165 + EDGE 179)	792
2004-2005	376 (MFE 224 + ALD 152)	424 (MFE 175 + EDGE 248)	800
		223 MFE 84 + EDGE 139)	599
2005-06	361 (MFE 210 + ALD 151)	388 (MFE 220 + EDGE 168)	749
2006-07	339 (MFE 187 + ALD 152)	450 (MFE 219 + EDGE 231)	789
2007-08	484 (MFE 253 + ALD 231)	415 (MFE 169 + EDGE 246)	899
2008-09	487 (MFE 256 + ALD 251)	372 (MFE 164 + EDGE 208)	859
2009-10	490 (MFE 272 + ALD 218)	460 (MFE 206 + EDGE 254)	950
2010-11	672 (212° 355 + 360° 317)	405 (212° 192 + EDGE 213)	1077
2011-12	635 (212° 329 + 360° 306)	383 (212° 175 + EDGE 208)	1018
2012-13	445 (212° 198 + 360° 247)	431 (212° 179 + EDGE 252)	876

Summary of FIRE (Greenhand) Workshop Participation 1993-2012

Year	Fall I	Fall II	Fall III	Total
2012	198 Madison	149 Appleton	262 River Falls	609
2011	116 Appleton	341 River Falls	262 Madison	719
2010	124 Appleton	250 Madison	300 River Falls	674
2009	171 Appleton	183 River Falls	262 Madison	616
2008	261 Madison	175 Appleton	267 River Falls	703
2007	225 River Falls	163 Appleton	275 Madison	663
2006 (FIRE)	190 Madison	216 River Falls	271 Appleton	677
2005	178 River Falls	250 Appleton	327 Madison	755
2004	185 Appleton	217 Madison	233 River Falls	635
2003	198 Appleton	245 Madison	325 River Falls	768
2002	213 Appleton	173 River Falls	222 Madison	608
2001	169 Appleton	162 River Falls	220 Madison	551
2000	102 Appleton	157 River Falls	185 Madison	444
1999	187 RF	309 Mad		496
1998	204 RF	312 Mad		516
1997	159	150		307
1996-97	216	158	374	
1995-96	219	186	405	
1994-95	107	195	302	
1993-94	175	171	346	

Summary of Half-Time Conference Participation 1994-2013

Year	Members	Advisors	Others	Total
1994	230	87	13	330
1995	197	82	17	296
1996	239	104	14	357
1997	221	79	13	313
1998	232	82	16	330
1999	264	106	20	390
2000	244	105	24	373
2001	266	112	12	390
2002	302	113	11	420
2003	277	121	23	421
2004	276	138	24	438
2005	291	128	24	443
2006	276	137	26	439
2007	298	133	22	453
2008	319	139	19	477
2009	297	139	26	462
2010	330	148	32	510
2011	321	139	25	485
2012	350	187	31	568
2013	332	177	26	535

Summary State FFA Convention 1998-2013

1998	2935
1999	2918
2000	3015
2001	2879
2002	3187
2003	3238
2004	3325
2005	3358
2006	3192
2007	3409
2008	3442
2009	3417
2010	3184
2011	3468
2012	3381
2013	3519

Goals for 2013-2014

1. Assist the many new teachers with understanding the FFA programs and activities. Serve as a key resource for them.
2. New website revisions and updates.
3. Review and improve online registration through Pat Sternitzky to develop more and better reports that we can use.
4. Review the State FFA Officer Election Process
5. Update State FFA Officer Candidate Handbook
6. Review the Agriscience Fair score sheet.
7. Work with the National FFA Ag Career Network for membership processing and student portfolio building and chapter program of activities.
8. Continue to increase FFA membership and enforce membership as a requirement for participation.
9. Continue to promote the National FFA Affiliation Fee option for chapters. This is still optional for chapters and not required.
10. Continue to improve programs and applications to make them more efficient for teachers and members. Make sure all applications online are up-to-date and ready to use for the upcoming school year.
11. Continue to develop public relations efforts and branding efforts to promote Agricultural Education and FFA. Great partnership with the Wisconsin FFA Foundation.
12. Continue to assist advisors in building their FFA chapters and helping the state officers to be even more effective liaisons between the chapter members and the state office.
13. Keep life balanced!!