I. Call to Order and Roll Call – Introductions – official approval of members
10am – Becky to order

Not present: Gene (post-op), Elaine
*Quorum present

MOTION: Ron moved, Craig 2nd – Accept Marty Fortin to Board. Voice vote, unanimously accepted.

II. Approval of Agenda

III. Approval of Previous Meeting Minutes

MOTION: Craig moved, Will 2nd – Accept Minutes as presented with adjust “Agenda” to “Minutes.” Voice vote, unanimously accepted.

IV. Reports (5 minutes or less)

a. WAAE Report: Elaine Lewis/Matt Asplund
   Wednesday have Board business, stay for auction and activities

b. FFA State Officer Report: A. Blanco and R. Foote *Written report provided
   70+ school visits, 20+ workshop options, 4 planned service projects, Legislative Days events and meetings, convention planning retreat, invitation to Board, 212/360 conference & pre-event workshops, operating budget thoughts – pickups…not as efficient so suggest higher budget or more efficient vehicles

c. WSU Report: JD Baser
   Work on upcoming FFA events at WSU, undergrad #s are up from this time last year, summer in-service just before conference, have a verbal accept for the 2nd AgEd position at WSU, Meats – BW clarifying? Is the meat sold after? Can that offset cost? CDE wasn’t being billed the way it should have been, need to do “correctly” going forward (pay students to help Dan do all prep/processing work).

d. FFA Report: Abbie DeMeerleer *Written report provided
   Membership, Affiliate dues scale request of the Finance Comm/Board, CDEs – need to find coordinators for ENR and Forestry, Finances update, 212/360 update, convention planning continues, more we-based forms and streamlining
   For 2015 Ag Mech- are we locked in to Moses Lake? Stewart is working on sponsorship which would move to Tri-Cities but would likely be 2016. CDE coordinators – any discussion in Finance Committee to stipend those positions? Continual conversation and need to watch line-items for all CDEs this year.

e. OSPI Report: Becky Wallace *Written report provided
   Negotiations to change housing block from 50 up to 90 rooms – if chapters stay “outside the block” we don’t know who is back there. Consider having state meeting “kickoff” or state suite for connection. Suggestion about Hall of States be sponsored and/or have materials from WA organizations. Industry partnerships-networking priority, re-cultivate and discover
some non-traditional organizations (Boeing). Course Equivalency...makes it easier for schools to get equivalency (5 agricultural courses are included). Fall CDEs went really well – provided addresses for sponsors and advisors liked the ability to write thank you’s. CASE trainings (2), one in Prosser and one in Elma. Registration is having some issues holding positions just for WA teachers in NATRS – Becky and Stewart will work on this. The new WSU AgEd hire is a CASE trainer for AnSci. Compliance – had chapters 13 years out of compliance. Now trying to get people from compliant to “coached” into resources, responsibilities, etc. – color-coded spreadsheet. OPSI Asst.Sup. & CTE Director will both be in attendance, had never been invited previously.

Kristin: appreciate the list of CDE contest winners as a “brag sheet.”

V. Financial Report

a. Finance Committee Update: Craig Shindler – Focus was get Abbie what she needed to get things up and running and up-to-date. Quickbooks were incomplete but have been getting things going, some gaps. Letter to former E.D. for information returned to organization – BW, CS and Robert Colbert reviewed – sent certified but haven’t received any information to date. Information would be valuable, but can create new and move forward, historically problematic but can deal and still go forward. 2014 books lack integrity so will probably need to let go and will work with Abbie to make 2015 clean. Kristin: Jodi called her once she received the letter, KH explained as best she could, JM gave lengthy explanation of why she doesn’t have electronic files and asked for information from JM in writing. KH will forward information to the Board. IRS documents – financial control...need to review what can expect/provide/etc. As we look at the contracts, need to keep these things in mind and make sure we stay consistent with either contract or employee contracts.

Budget – Need one for association and one for convention. Finance Committee has reviewed – working on full convention budget. Minimal margin...intention is not to be a for-profit, but think this is reasonable margin for this year to clean-up and go forward. Finance committee will meet monthly and do quarterly budget/expenses reviews to streamline. Create sub-committee for CDE/State Convention review and finances. Ron: State Convention- need sub-categories so can manage profit/loss. Should carry-over be included in income? How much cash in the bank account on Jan.1. Craig- Statement of cash flow from bank account but the 1/1/15 # may not be accurate.

MOTION: Will moved, Duane 2nd – Move to accept budget in draft format. Voice vote, unanimously accepted.

Recommended to hire an accounting firm for the tax year, forms, etc. Committee reviewed a number of firms – MossAdams (~$2000+), Lewis County Taxes (~$1500), The Tax Man (~$600).

MOTION: Ron moved, Rebecca 2nd – Move to hire The Tax Man to complete taxes for both Association and Foundation. Voice vote, unanimously accepted.


Affiliate dues structure will go through Finance Committee and likely be via email for vote.

VI. Unfinished Business

a. Trapshoot Clarification

CDE rules and guidelines do not include trapshoot, we can’t take on the liability. If chapter hosting wants to manage whether it’s FFA members or not, that would fall to them, not the Association, to handle. Local schools would need to have their own liability insurance/coverage. Stewart recommends that “FFA” not be included at all so remove
liability issues and confusion. Most schools use Canfield for insurance. Should contact Canfield to see how to word the disassociation.

MOTION – Duane moved, Marty 2nd -- Stewart contact Canfield/insurance carrier about how to word language that Association does not offer/condone (trapshooting and logging rodeo) and notify listserv that these are NOT state association condoned events. Voice vote, unanimously approved.

b. Degrees Update

VII. New Business

a. National Chapter -- Need to update to reflect changes at National level – state presentation would be a modification of what would happen at Nationals. We send to Nationals unranked. Would like to take to WAAE to get final review.

MOTION – Ron moved, Becca 2nd – Move forward with adjustment to National Chapter as proposed. Voice vote, unanimously approved. Becky will take forward to WAAE Spring Exec meeting.

b. Board Policy/Expectations/Attendance Policy -- Craig, Duane, Kristin sub-committee to review and create proposal.

c. Programs in Good Standing

d. Review of Constitution and Bylaws – Need to update to include CDE fee. CDE scheduling is not in-line with Nationals schedule…issue when Nationals reviews/updates and our CDES aren’t up for review in rotation for a couple years. Sales CDE issue triggered this for consideration. Problem when the State CDE documentation is up-to-date and/or in alignment with National CDE standards/policy. JD has had this conversation with Phil a lot in the past year as well. Why can’t we run all CDEs by National guidelines unless it is a WA specific CDE?

MOTION: When a CDE update is made at the National level, have a special Board committee to review the CDE changes (when out of rotation) and make recommendation that then goes to WAAE for final approval.

e. Draft Strategic Plan – BW will send electronically. It is a draft form, if have feedback send electronically.

MOTION – Duane moved, Becca 2nd. Move to remove Jodi and add Abbie to FFA trucks/insurance. Voice vote, unanimously approved.

IX. Other Business

a. Meeting dates for rest of year:
   1. March Meeting: After Spring Exec (3/7) to select state stars – BW will doodle poll for March 17-20.
   2. May 14th (Thursday) – May 16th (Saturday) State FFA Convention, No formal meeting but Board Recognition and plenty of opportunities to assist.
   3. June 21st-25th (WAAE Conference in Silverdale, WA) – Board meeting – Hold Wednesday 24th for Board meeting (9am start?).

X. Adjournment -- 12:12pm