



**2014 Annual Board Report**  
**President**  
**Kathleen Olson**

Thank you to all of you who have taken the time to talk, write, or email me with your comments. I have really enjoyed communicating with each of you and getting to know our members. It has been such an honor serving you and NEAFCS this past year. It is a once-in-a-lifetime experience and one that I will always look back on with affection. My theme this year has been, “NEAFCS IS Magic”. Being an effective leader is a lot like being a magician – one needs to connect to people, influence them to a common goal and believe that anything is possible.

**Board Administration/Management**

- ❖ Developed monthly meeting agendas with input from Executive Director and board members
- ❖ Conducted monthly board meetings
- ❖ Follow-up on items identified during board meetings; send email messages with important information and deadlines to board as needed.
- ❖ Reviewed meeting minutes following each board meeting.
- ❖ Worked on Winter Board meeting arrangements with National Office, board input and Kentucky co-liaisons.
- ❖ Arranged for professional development for board and staff with Strength Finders trainers for session at Winter Board meeting.
- ❖ Continued to review the Policy & Procedure Manual, Annual Session Handbook and By-laws, Strategic Plan, Officer Toolkit and website for needed changes/clarification.
- ❖ Proposed terminology of Presidents Council to describe President, President Elect and Past President group and add to Policy & Procedures.
- ❖ Ordered book, *Road to Relevance* by Harrison Coerver and Mary Byers and provided copies to the Board on board structure to become more familiar with work of ad hoc committee on Board Restructuring. Included restructuring discussion at leadership conference, PILD and board meetings.
- ❖ Annual Business meeting preparation of agenda, securing parliamentarian, and reports.
- ❖ President elect preparation
  - Included Peg in meetings, phone calls, and copied her on email messages
  - Corresponded frequently with Peg via email or phone calls to discuss Association business
  - Reviewed files and forwarded current and relevant information pertaining to Presidency to Peg for future reference

**NEAFCS National Office**

- ❖ Bi-weekly check in calls with Past President Carol Chandler, President-elect Peggy Ehlers and Executive Director Jody Rosen Atkins, to discuss business and determine priorities.

## **Finance**

- ❖ Reviewed invoices/expenses for payment with Carol Chandler and Sondra Ganus-Apple for 3 person approval.
- ❖ Reviewed monthly financial statements of association.
- ❖ Received Quick Books access to financial records.
- ❖ Preparation for the Finance Committee to develop budget proposal for 2014-15.

## **Communication with Affiliate Presidents**

- ❖ Presided over Affiliate President meeting at Galaxy.
- ❖ Developed presentation and power point slides with board member input and hosted Affiliate Presidents December 11 and June 4..
- ❖ Send email messages with important dates and information as needed.
- ❖ Prepared agenda and program for Association meetings at JCEP Leadership Conference and PILD Conferences.

## **Publications**

- ❖ Wrote *eNEAFCS* President letter and monthly articles.
- ❖ Review *eNEAFCS* newsletter monthly prior to publication.
- ❖ Magic wand contest for *eNEAFCS* follow up with top 3 “winners” each month and message to those who entered contest but didn’t make the top 3 to try again.
- ❖ Wrote Presidential letter for publication in *JNEAFCS*
- ❖ Wrote guest editorial article for AAFCS publication for their December issue honoring the 100<sup>th</sup> Anniversary of the Smith-Lever Act.

## **2014 Annual Session Kentucky**

- ❖ Correspondence, contracts and issues related to 2014 Annual Session
- ❖ Reviewed and prepared 2014 conference schedule for NEAFCS meetings/activities
- ❖ Participated in Annual Session planning monthly conference calls
- ❖ Participated in KY AS planning meeting during Winter Board meeting
- ❖ Prepared selected pieces for program book and Annual Business Meeting packet.
- ❖ Worked with national office for speaker contracts, AV, Decorating Company, Exhibits, menu and room set up for conference.
- ❖ Prepared Annual Session remarks, script for general sessions and Annual Business meeting.
- ❖ Worked with Caroline Crocoll to plan Board interaction with FCS Program Leaders.
- ❖ Contacted several potential exhibitors for conference.
- ❖ Contacted Friend of NEAFCS award winner for presentation.

## **2015 Annual Session West Virginia**

- ❖ Participated in conference calls to discuss logo and arrangements for planning meeting
- ❖ Worked with National Office on arrangements and contract for planning meeting in West Virginia.
- ❖ Participated in planning meeting, April 2-4, White Sulphur Springs, WV

## **2016 Annual Session**

- ❖ Follow up with Idaho Affiliate on potential bid and provided ideas for feasibility.

- ❖ Completed site visit June 18-20 to Big Sky, Montana with co-liaisons and National Office staff to determine feasibility for Annual Session 2016 bid and answered questions on funding

### **Future years**

- ❖ Communication with Nebraska regarding possible 2017 bid.
- ❖ Solicited information on funding Annual Sessions and compiled information for use for potential host states.

### **Correspondence**

- ❖ Responded to correspondence from members, officers, National Office and others related to a variety of NEAFCS issues

### **Committees**

- ❖ Reviewed committee membership and worked on filling vacancies as appropriate.
- ❖ Sent appointment letters for Presidential appointments to committees.
- ❖ Followed up on Board Reorganization Ad hoc committee status.
- ❖ Appointed ad hoc committee to celebrate 100<sup>th</sup> Anniversary of the Smith-Lever Act.
- ❖ Appointed exploratory committee to review Awards system.
- ❖ Communicated with Marsha Lockard about Endowment records and meeting.

### **NEAFCS Partnerships**

- ❖ Met with Caroline Crocoll at NIFA (while in Washington, D.C. for another meeting). Discussed MVP, Annual Session Program Leader session options and registration, membership opportunities for Program Leaders and NIFA staff.
- ❖ Met with Caroline Crocoll while at AAFCS meeting as well as conference calls throughout the year.
- ❖ Met with Caroline Crocoll, Beverly Samuel, Peg Ehlers, and Theresa Mayhew at PILD about FCS Master Volunteer Program opportunities and other association issues.
- ❖ Invited Caroline Crocoll and Beverly Samuel to speak at the PILD association program.
- ❖ Invited Caroline Crocoll and Beverly Samuel to join the board for part of the Mid-Year Board meeting to discuss MVP, Annual Session plans, initiatives at NIFA.
- ❖ Participated in AAFCS conference and FCS Alliance meeting, June 25-27 in St. Louis, MO.
- ❖ Continued dialogue with Carolyn Jackson about the FCS Alliance/Academy

### **JCEP Board**

- ❖ Participated in monthly JCEP board conference calls
- ❖ Participated in Marketing committee (current Presidents of all 6 associations) conference calls. Assisted in preparing marketing power point presentation.
- ❖ Assisted in preparing the charge for the Blue Ribbon Committee work.
- ❖ Participated in JCEP Board Meeting (prior to Leadership conference), February 9-11, Memphis, TN.
- ❖ Participated in JCEP Board Meeting, June 10-12 in Portland, ME.
- ❖ JCEP Leadership Conference, February 11-13; Memphis, TN

- Participated in JCEP Leadership Conference planning committee conference calls. Served as Vice Chair of the conference.
- Reviewed and judged 28 proposals for concurrent sessions
- Planned Association Night Out for NEAFCS Affiliate members at JCEP meeting in connection with President elect.
- Planned NEAFCS association meeting agenda at JCEP Leadership conference in connection with President elect and Regional Directors.
- Presented marketing committee presentation at conference.
- Served on the selection committee and selected conference site for 2015-16; Tropicana, Las Vegas, NV.
- ❖ JCEP Leadership conference; Tropicana, Las Vegas, NV, Feb. 11-12, 2015; serve as conference chair
  - Planning meetings with conference planning committee (President elect of all 6 associations); prepared presentation proposal information, promotional newsletter/e-blast and flyer for all associations to use.
  - Solicited and talked to potential speakers (or their representatives) for conference keynote. Sent potential speaker list to committee for priority voting.
  - Selected speaker and work with arrangements/contract for David Horsager.
- ❖ PILD Conference, April 6-9; Arlington, VA & Washington, D.C.
  - Participated in monthly conference calls and served on planning committee for 2014 PILD Meeting.
  - Served on concurrent session planning committee for PILD conference and reviewed and judged 23 proposals.
  - Selection of future PILD conference location through reviewing and discussing RFP proposals.
  - Serve on Tour committee for PILD conference. Assisted with the Twilight Bus Tour at PILD with Theresa Mayhew.
  - Worked with Theresa Mayhew and Peg Ehlers to plan PILD/NEAFCS Affiliate Meeting.
  - Presided over general session at conference.
  - Planned Association Night Out at Ford's Theatre for PILD Affiliate members who attended the PILD conference.
  - Attended JCEP Leadership Luncheon and provided brief NEAFCS Association highlights/report on behalf of NEAFCS.
- ❖ JCEP Marketing committee
  - Attended half day of NEA4-HA Winter board meeting when they met in March in Minneapolis, MN to discuss highlights of NEAFCS and JCEP marketing.
  - Presented JCEP power point presentation and participated in NACAA annual conference July 20-24 in Mobile, AL. Networked with members while at conference.
  - Will present power point presentation and awards at NEA4-HA conference in October in Minneapolis, MN.