

2024 Oregon Association for Family and Community Education

“Strengthening individuals, families and communities through continuing education, developing leadership and community action.”

President: Scott Teeples; **VP for Program:** Sally Wyffels; **VP for Public Policy:** Sandie Bolyard.

Secretary: None; **Treasurer:** Bonnie Teeples; **District 1 Director:** None;

District 2 Director: Loretta McDonald; **District 3 Director:** Anne Engen; **District 5 Director:** Barbara Loughnot

ACWW Oregon Coordinator: Lynda Nyseth



2024 Oregon FCE Spring Board Meeting Minutes



Saturday, March 23, 2024 @ 10:30 AM – via Zoom

Written by Scott Teeples (Acting Secretary) 3-28-24. Revised 4-4-24

Start of Meeting

- The recording of the Zoom meeting was begun by Scott Teeples.
- The meeting was called to order, by Scott Teeples, at 10:34 am.
- Scott asked that ALL Board members take notes of the meeting. All Board members will be on the Minutes Review Committee.
- Scott welcomed everyone to the meeting.
- Scott asked everyone to review the agenda for any additional items. One item was added. (Sponsorships for the 2024 Conference).
- Scott briefly reviewed the Meeting Guidelines, Parliamentary Basics, and Zoom meeting Guidelines.
- Scott did the roll call of Officers and other Board Members.
 - Present was President, **Scott Teeples**; Vice President for Program, **Sally Wyffels**; Vice President for Public Policy, **Sandie Bolyard**; Secretary, **None**; Treasurer, **Bonnie Teeples**; District 1 Director **None**; District 3 Director, **Anne Engen**; District 5 Director, **Barbara Loughnot**.
Special Reps and Committee Chairs: ACWW Oregon Coordinator: **Lynda Nyseth**, Youth Education, **Sandie Bolyard**; FCE Newsletter Editor, **Lynda Nyseth**; Website, **Scott Teeples**; Contact List, **Scott Teeples**; Nomination Committee Chair, **Sally Wyffels**.
 - Absent was District 2 Director, **Loretta McDonald**.
 - Total Present was **7**. Total Absent was **1**.

- Scott led the group in both the Pledge of Allegiance and the National FCE Creed.
- Scott presented the Minutes of the 2023 Fall Board Meeting for approval.
 - Those Minutes were approved by consensus without any needed changes.
- Scott reported of any correspondence that needed to be reported.
 - Loretta’s husband has passed away.
 - Marilyn Thompson has passed away.
 - Condolence cards were sent out by Anna Massingham.
- Bonnie gave the Treasurers Reports:
 - General Treasurers Report
 - Profit and Loss
 - Bottom Line
 - Membership Forms
 - Keeper’s Corner Fundraising Booth
 - Reimbursement Form Explanation + How to fill it out correctly.
 - Donation/Receipt Form for Donations (explanation)
 - Membership Totals – Oregon

Agenda Business

- Officer Reports were given written and oral. (Reports had been emailed out to all).
 - District 5 Director (Barbara Lougnot)
 - District 3 Director (Anne Engen)
 - District 2 Director (Loretta McDonald) ABSENT – No report.
 - District 1 Director (none)
 - Treasurer – other misc. items (Bonnie Teeples)
 - Secretary – if needed (none)
 - Vice President for Public Policy (Sandie Bolyard)
 - Vice President for Program (Sally Wyffels)
 - President (Scott Teeples)

- 2024 Fall Conference discussion was held.
 - **Date of Conference:** Monday-Wednesday (September 30 – October 2, 2024)
 - **Location of Conference:** Springfield Garden and Inns – Springfield, Oregon
 - **Fall Conference Site Committee** – All State Board members.
 - **Duties of Conference List.** Scott had assigned Sandie to contact all on the list. She reported that everyone was willing to do the same things they have done in the past. Scott shared his screen, and a review was done, and necessary changes were made as needed.
 - **Program Book.** Scott will start working on getting this done. It was agreed that some type of ballon will be used in the Conference logo.
 - **Hotel Contract and Other** Details were given by Bonnie.
 - Meeting room fee of \$300.00 per day for Tuesday and Wednesday for a total of \$600.00.
 - Room rate of \$125.00 per night plus tax
 - No free breakfast with rooms but breakfast will be available for purchase at the hotel.
 - Jacob has sent the meal cost menu to Bonnie. Bonnie will get with Sandie and start working with the total cost of meals.
 - We may need to have one or two breakfasts as some of the meals. The buffets were very popular so Bonnie and Sandie will investigate doing those again.
 - The Conference registration fee may need to be raised.
 - **Monday night speaker or entertainment** was discussed.
 - Bonnie and Scott reported that we may have a great speaker with Bethany Homes of Klamath Falls. She is involved with a family organization. Bonnie will contact her.
 - If she is not available, Scott will contact Kayla Bordeloh who spoke at last year’s conference on Wildfires.
 - We will need to pay for her dinner that night.
 - **Monday afternoon Crafting Activity**

- Myrna’s daughter, Lynne, is willing to do the Crafting Activity on Monday afternoon.
- **Tuesday afternoon speaker or entertainment.**
 - Scott is going to be doing a short presentation on “Zoom, how to get on it and use it.” This may include other internet help.
- **Friends of FCE Scholarship for 2024 State Conference**
 - This scholarship was approved by the Board by consensus.
 - Needs some revision. Scott and Bonnie will work on this.
- **Sponsorships for State Conference**
 - A discussion was held about having sponsors for the Conference. Scott will work with others on setting up prices and other details.
- **Awards to be given at State Conference:**
 - Years of FCE
 - Volunteer Hours Awards
 - Margaret Seibold Scholarship
 - Others as needed.
- **Suggestions for location of future Fall Conferences:**
 - General consensus was to leave it where it had been. It is working well for all aspects of the Conference.
- **2024 Fall Conference Theme:**
 - “Up, Up, and Away, with FCE”
- **Lesson Guidelines for 2024 Fall Conference**
 - Lessons for 2024 FCE Fall Conference. **These lessons must be developed and submitted to VP for Program (Sally Wyffels), VP for Public Policy (Sandy Bolyard) and President (Scott Teeples) on or before the due dates.**
 - **July 15, 2024** – Blurb (brief synopsis) Include the title, presenter’s names and a brief biography for each presenter. ***Blurb must also be sent to Newsletter Editor, Lynda Nyseth.***
 - **August 1, 2024** – Rough draft of lesson with all materials.

- **September 1, 2024** – Final draft of Lesson (for approval) including Leader’s Guide, Handouts, PowerPoints Presentations (if used) and all other information. **Note: Do not mass print materials for lessons until lessons are approved by Sally, Sandie and Scott.**
 - **September 15, 2024** – Function Forms (page 61 of Handbook). Sent to Bonnie (Conference Chair), Sandie (Assistant Conference Chair), Scott, and Sally.
- **Lesson formatting:**
 - Make your lessons look like they were written and produced by a **professional**, you are one. Take some pride in your work. They represent the professionals we are as FCE members.
 - Use a **Title page** including: (Would you print/purchase a book without a cover?)
 - A bold title of the lesson
 - Name of those that wrote and developed the lesson including any titles or FCL titles you may have earned.
 - Dates of the development and presentation of the lesson.
 - A few graphics to dress up the title page.
 - Be sure to use **pages numbers** on each page. Preferably in the footer of the document.
 - Include a brief outline of the lesson.
 - Be sure to put references as to where you obtained your information.
 - Include a list of items that will be needed for the presentation.
 - See Oregon FCE Handbook pages 59-60.
 - **Other Lesson Information:**

- A list of the number of lessons to be printed for District Directors, and County Councils will be sent to those writing and presenting the lessons. These lessons must be put in large envelopes and distributed at the Fall Board meeting. **This list needs to be revised from the listing in the Handbook. We don't need too many lessons printed. (Sally and Scott should work on this list)**
 - The cost of printing and producing lessons can be submitted for reimbursement within the guidelines in the Handbook.
 - Digital forms of lessons, **including all handouts**, need to be emailed to Scott.
- **2024 Oregon FCE State Conference Lessons**
Selected by Committee Zoom Meeting 2-25-24.
 1. (Monday afternoon) **JustServe.org, a volunteer website, how can we use it?** DWP by Rebecca Petersen
 2. (Tuesday afternoon) **Oregon Ghost Towns** – DWP by Barbara Loughnot
 3. (Tuesday afternoon) **Do You Believe in Magic?** – DWP by Bonnie Teeples
 4. (Tuesday afternoon) **Loving Your Liver** – DWP by Anne Engen and Lynda Nyseth
 5. (Tuesday afternoon) **What does Food Security Look Like?** (2024 National FCE Lesson) Presented by Sally Wyffels
 6. (Wednesday morning) **Great American Women, Part 2** – DWP by Kerry Mauk
- **Committee Reports**
 - Nomination Committee (Sally Wyffels, Lynda Nyseth, Bonnie Teeples)
 - Will be voted in at the 2024 State Conference (**Start serving January 1, 2024**) *Group III Shall consist of a Treasurer, Vice President for Public Policy and Directors from Districts III, V.*

- A Secretary and District 1 Director is also needed. No one is willing to be Secretary so Scott will continue doing those responsibilities until one is found. No one is willing to be District 1 Director. Karen Walker and Dawn are willing to be representatives for District 1 by sending and receiving information.
- Handbook/Bylaws Committee discussion
 - Discussion on combining Treasurer and Secretary, or (if needed) having the President appoint the duties of the Secretary to one of the other officers.
 - It was discussed that Bonnie set up a Zoom meeting for those interested in working on the Handbook and working on making necessary changes.
- Margaret Seibold Scholarship Committee
 - Bonnie reported that this Scholarship is available. Forms are on the Oregon FCE website and will be mailed out with the August newsletter.
- FCE Angel Membership Scholarship Committee
 - Scott reported that this Scholarship is available for those that may need it.
- Keeper's Corner Membership Scholarships
 - Bonnie reported that this Membership Scholarship is still available. Forms are available on the Oregon FCE website.
- Helping Hands for Those in Need Assistance Scholarship
 - Scott reported that this Scholarship is available. It has not been used very much.
- Heart of FCE Selection Committee
 - Sandie reported that there were 3 applications turned into her.
 - Scott appointed the judging team of Anne Engen, Barbara Loughnot, and Sally Wyffels.
 - The winner will be announced at the State Conference.

- 4th Grade Essay and Artwork Selection
 - Sandie reported that we had 53 participants. She gave an oral report of the place winners but will email those to be added into the minutes as soon as she can get them done.
 - Sandie will make sure the 1st place winner is submitted to the National FCE contest.
 - Sandie will take care of sending out letters and money awards.
 - 1st place...Annalee Fox Cross Point Christian Mr. Arakelian
 - 2nd place...Emmilyn Koch Cross Point Christian Mr. Arakelian
 - 3rd place...Kaydence Cahill Cross Point Christian Mrs. Dearing
 - 1st place \$ 100.00 2nd place \$ 75.00 3rd place \$ 35.00 From County and State levels

- 3rd Grade Essay and Artwork Selection
 - Sandie reported that we had 22 participants. She gave an oral report of the place winners but will email those to be added into the minutes as soon as she can get them done.
 - Sandie will take care of sending out letters and money awards.
 - 1st place...Leila Aguirre Malin School Mrs. Stotts
 - 2nd place...Charlee Huffman Malin School Mrs. Stotts
 - 3rd place...Liam Chapman Prospect School Mrs. Heaven
 - 1st Place \$ 50.00 2nd place \$ 30.00 3rd place \$ 20.00 From County and State level

- 2nd Grade Essay and Artwork Selection Committee
 - Sandie reported that we had 24 participants. She gave an oral report of the place winners but will email those to be added into the minutes as soon as she can get them done.
 - Sandie will take care of sending out letters and money awards.
 - 1st place... Annie O’Neal Prospect School Mrs. Bliss
 - 2nd place... Jacob Jackson Prospect School Mrs. Bliss
 - 3rd place...Joplyn Paudois Prospect School Mrs. Bliss

- 1st Place \$ 50.00 2nd place \$ 30.00 3rd place \$ 20.00 From County and State level

- 2024 High School Age Essay Contest (Citizenship)
 - Scott reported that we had 6 participants. Scott gave an oral report and a screen share of the scores given by the 7 Board members that judged the contest.
 - Scott will take care of sending out letters and money awards.
 - 1st place (\$500.00): Sarah Redd – Henley High School
 - 2nd place (\$300.00): Morgan Herring – Lost River High School
 - 3rd place (\$200.00): Isabella Hernandez – Lost River High School.
 - Keeper’s Corner LLC is contributing an award of \$50.00 to all of those participants that entered but did not place in the top 3.

- 2025 High School Age Essay Contest (Trustworthiness)
 - Discussion and voting were done as to doing the contest again in 2025.
 - Motion by Barbara, 2nd by Bonnie. Results: passed 6-0

- Community Service Award – (Oregon Winner is submitted to National FCE)
 - Scott reported that no one had submitted anything for this. Bonnie commented that it is an easy one to do and that we should have one submitted each year.

- **Other Reports or Needed Discussions**

- **2024 National FCE Conference** – Erlanger, Kentucky
 - Dates: July 25-28, 2024
 - Information is found on the National FCE website www.nafce.org.
 - National FCE Alumni – National Conference Scholarship
 - 2024 National Conference Scholarship Committee
 - National Brochure Contest - Due to NaFCE HQ: June 15, 2024
 - Open Brochures Contests (3) – Due to NaFCE HQ: April 15, 2024
 - All other National FCE Contest including Heart of FCE and 4th Grade Essay and Artwork Contest – Due to NaFCE HQ: April 15, 2024
- ACWW-USA Area President
 - ACWW Conferences dates and places will be sent out by Bonnie as soon as they are confirmed.
- Oregon FCE Zoom Lessons
 - Scott reported on the Oregon FCE Zoom lessons.
 - First Wednesday at each month at 10:00 AM
 - Been done since January 2021
 - All have been recorded and YouTube links on Oregon website.
 - Looking for Lessons and Presenters
 - Need help from Oregon FCE Board members and Oregon FCE members in participation and presentations.
- Reminders from Scott were given.
 - **Prompt communications of all Board Members** (Scott)
 - Report of Volunteer Hours to Sally Wyffels
 - Reporting of Volunteer Hours to National FCE – new form (Scott)
 - Reports on Volunteer Hours and Donation of Items or Money. (Bonnie)

- Finding, Recruiting and Retaining New Members (Scott)
- Invitation to Join Brochures
- What are FCE business cards?
- Scott's Challenge to all members
- Officer name badges
- Officers needed for National FCE
- FCE Bling Pins are available from Bonnie.
- Oregon FCE Lapel Pins are available from Scott.
- Scott will be working on the Oregon FCE Leadership Contact List. Please help him update this information.
- Please send Scott your dates of events in Oregon FCE
- If you need anything emailed out to all Oregon FCE members, please contact Scott.
- Please let Anna Massingham, Sunshine Lady, know of any cards that she might need to send out.
- Website/Facebook (Scott) www.oregon-fce.org
- Oregon Leadership Contact List – On website
- Review use the Oregon FCE Membership Brochure located on the Oregon FCE website.
- FCL Certification Challenge
- Scott reported about the 2024 National FCE Mid-Year Meeting – Monday, March 18, 2024, via Zoom. It was really good. We had very few Oregon FCE members on it.
- Oregon FCE Newsletter
 - Lynda reported that the next deadline for the Newsletter is April 5, 2024.
 - Scott requested that all Board Members need to write articles.
- **Closing Comments and Final Discussion**
 - Your Assignment: **Go forth and spread the info you have received these days. Make FCE the best that it can be.**

- Next scheduled Board Meeting is Monday, September 30, 2024 @ 8:00 am – Oregon FCE Fall Board Meeting
- Additional Board Meetings, or other various meetings may be called as needed.
- “Final Thoughts” (All Board Members) were given.
 - Lynda
 - Barbara
 - Anne
 - Bonnie
 - Sandie
 - Sally
 - Scott

Adjournment: Saturday, March 23, 3034 @ 2:03 pm