

2020 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:** Rene’ Metteer; **VP for Public Policy:** Sandie Bolyard;
Secretary: Patti Malanaphy; **Treasurer:** Bonnie Teeples; **District 1 Director:** Kay Gooding;
District 2 Co-Directors: Marilyn Thompson & Loretta McDonald; **District 3 Director:** Anne Engen;
District 4 Director: Tom Currin; **District 5 Director:** Barbara Loughnot



2020 Oregon FCE Fall Board Meeting Minutes



Monday, November 9, 2020 @ 1:00 PM

Via Conference Call on FreeConferenceCall.com

Written by Scott Teeples 11-9-20 (because of Patti Malanaphy being absent)

Revised 11-16-20; Approved by MRC 11-17-20;

Call to Order

- The meeting was called to order at 1:03 PM by Scott Teeples.
- All Board Members responded as they came online.
- The Board Members were welcomed by Scott Teeples and thanked for their time and commitment to FCE and their communities.
- Scott reminded everyone that they were being recorded.
- Scott reminded everyone that they need to be careful with background noise.

Minutes Review Committee Appointment

- The Minutes Review Committee appointments were made after Scott asked for volunteers. The Committee will consist of Bonnie Teeples, Barbara Loughnot, and Sandie Bolyard.
- Scott reminded the Committee that they would need to be prompt in their receiving, reviewing, and responding once the Minutes are sent out for review.

Review of Agenda/Additions to Agenda

- Scott briefly review the agenda and asked if there were any needed additions. No additions were needed.

Meeting Basics:

- Some basics of the meeting were given by Scott including:
 - Meeting Guidelines
 - Parliamentary Procedures Basics
 - Conference Call Guidelines.

Roll Call

- Roll call was taken by Scott since Patti Malanaphy was absent.
- Present were President, Scott Teeples; Vice President for Program, Rene' Metteer; Vice President for Public Policy, Sandie Bolyard; Treasurer, Bonnie Teeples; District 1 Director, Kay Gooding; District 2 Co-Director, Loretta McDonald; District 3 Director, Anne Engen; District 4 Director, Tom Currin; District 5 Director, Barbara Loughnot.
- Absent were Secretary, Patti Malanaphy; District 2 Co-Director, Marilyn Thompson. Both were excused for their absence.

Minutes Approval for the 2020 Oregon FCE Spring Board Meeting

- Scott reported that the 2020 Oregon FCE Spring Board Meeting Minutes were reviewed and approved by the Minutes Review Committee, emailed out to all the Board and all Oregon FCE members. It was also posted on the Oregon FCE website. No needed corrections have been noted.
- Scott asked if anyone wanted the Minutes read and all agreed that they did not need them read. Scott asked if there were any further needed corrections and there were none. Scott asked for approval of the minutes. They were approved by consensus.

Correspondence

- Scott reported that he had received correspondence via email, mail or phone:
 - Jackson County is combining with Klamath County. The bylaws of Klamath County are being adjusted and approved for the combining of the two counties.
 - The Eagle Point Study Group has sent an email stating that they are disbanding.
 - Although they stated this a year ago, Scott has confirmed that Curry County/Brookings Study Group is disbanding.
 - Anne Engen, District 3 Director, called Scott and reported that 2 Study Groups in District 3 are disbanding.

Treasurers Report

- Bonnie Teeples, Treasurer, explained each of the following reports and answered questions:
 - Balance Sheet
 - Profit and Loss Sheet
 - Bottom Line Sheet
 - Proposed Budget.
 - There were several questions on the proposed budget and it was agreed that, due to the estimated loss of membership, she should adjust it for a total of 200 members instead of the 230 members she had proposed. She will adjust the Proposed Budget and submit it to the Board for approval and then to the County Presidents for approval.
- Bonnie also explained each the following reports and answered questions:
 - 2021 Membership forms
 - Oregon FCE Fundraising Booth located at Keeper's Corner

Old/Unfinished Business

- **Board Officer Reports**
 - **President** - Scott Teeples, gave both a written and oral report. A few of the things reported were: 1. How COVID-19 has affected FCE: 2. The things that he had tried to do for FCE via emails and phone calls; 3. The successes that FCE has had despite COVID-19; 4. Issued a challenge to "Help Grow the FCE Organization;" 5. Encouraged all to be safe at all times.
 - **Vice President for Program** – Rene' Metteer, gave both a written and oral report. A few of the things Rene' spoke about were: 1. The importance of sending to her the program evaluation forms along with volunteer hours; 2. The importance of those developing Lessons for the 2021 State Conference to get the rough drafts to her by July;

3. That some adjustments may need to be done to the Conference Lessons list.
- **Vice President for Public Policy** - Sandie Bolyard, gave both a written and oral report. Sandie reported on several items and a few of those included: 1. A listing of all of the various winners in the various State and National Contest; 2. Because of school closures, the problems she has had in getting the Awards given out and the information and forms for the upcoming year; 3. Information about this year's winner of the Heart of FCE and the criteria on the application.
 - **Secretary** - Patti Malanaphy, was absent. No report was given.
 - **Treasurer** - Bonnie Teeples, had nothing else to report.
 - **District 1 Director** - Kay Gooding, gave both a written and oral report. A few of the things that Kay reported on included: 1. The wonderful method they used in awarding the Oregon FCE State – Heart of FCE Award to Connie Gates; 2. Washington county has been using Zoom for some of their meetings; 3. The devastation the fires has caused and the evacuation of several FCE members from their homes. 4. The volunteer work that the FCE members have done in helping those that have been affected by the fires.
 - **District 2 Co-Director** - Loretta McDonald, gave an oral report only. No written report was submitted. In her report, she included several things. Some of those included: 1. Her efforts in contacting all of the members in her District; 2. The lessons that she had delivered to those members; 3. Her concern for the way that COVID-19 has stopped many of their FCE activities.
 - **District 3 Director** - Anne Engen, gave both a written and oral report. A few of the things that Anne reported included: 1. Her disappointment with the State Conference having to be canceled but yet knowing that it will be in their District next year; 2. The loss of two Study Groups in her District; 3. What each of the Study Groups in the District have been doing.
 - **District 4 Director** - Tom Currin, gave an oral report. No written report was submitted. He reported that the leaders of District 4 had

met and have decided to disband at the end of 2020. This will include both of the Study Groups located in District 4. **Note: Everyone gave Tom a big “thank you” and to all the members of District 4 for all they have done for FCE and their communities. They will be missed.**

- **District 5 Director** - Barbara Loughnot, gave both a written and oral report. Barbara’s report included several things, a few of which were: 1. The Eagle Point Study Group is disbanding at the end of the year; 2. The activities that the Study Groups are doing in the District; 3. Jackson County Council is disbanding at the end of 2020 and is going to join Klamath County and be known as Klamath/Jackson County; 4. Reminded everyone that the Curry County (Brookings) is disbanding at the end of the year. Barbara also asked the other District Directors what items should she be keeping in her past and present records.

- **Committee Reports**

- **2021 National Conference Committee** - Scott reminded everyone that the Scholarship is available for anyone that may be attending the 2021 National Conference.
- **2022 National Conference (Portland, Oregon) Scholarship of \$200.00** - Scott reported that this scholarship will be available. Applicants that put in for it in 2020 will be moved for the 2022 National Conference.
- **Nomination Committee** - Since none of the committee members were present, Scott gave the report. He mentioned that Patti Malanaphy will be going off the committee December 31, 2020 and will need a replacement. Scott also listed the changes that will need to be made in Board member positions in the upcoming years.
 - 2021 changes (*Group II Shall consist of the President-elect becoming President and Director from District I.*)
 - 2022 changes(*Group III Shall consist of a Treasurer, Vice President for Public Policy and Directors from*

Districts III, V.) vote needed during the 2021 State Conference.

- **Handbook/Bylaws Committee** - Bonnie said that there are no additional changes needed to the Handbook at this time but she does need to do a revision of the Handbook indicating the Handbook changes that were made during the 2020 Spring Board meeting. This is in regard to dropping the number of members on the Finance Committee from 7 to 5.
- **FCE Angel Membership Scholarship Committee** - Scott reminded everyone of the FCE Angel Membership Scholarship and that it is available for those who might need it.
- **Keeper's Corner Membership Scholarships** - Bonnie reminded everyone of the Keeper's Corner Membership Scholarship and that it is available for those who might need it.
- **Helping Hands for Those in Need of Assistance Scholarship** - Scott report that the Helping Hands Scholarship is available for those who need it. Scott is working on developing an application form for it.
- **Fall Conference Site Committee & Chair** - Scott reported that because of COVID-19 and the cancelation of the 2020 State Conference and the dissolution of District 4, changes will need to be made to the rotation schedule. The proposed rotation will be as follows:
 - 2021 Fall Conference – District 3- Anne Engen
 - 2022 Fall Conference – District 5
 - 2023 Fall Conference – District 1
 - 2024 Fall Conference – District 3

There was also some discussion about only holding the State Conference every two years. This will be discussed more at the Spring Board meeting.

- **Appointments needed on various Committees.**
 - **Nomination Committee.** Discussion was held about filling the vacancy. Scott reported that, according to the Bylaws, it should be a Board member. After discussion, it was agreed on, by

consensus, that Barbara Loughnot will be appointed to that position.

- **Finance Committee.** Discussion was held about filling the vacancy. Currently there are 7 members and 3 are going off at the end of 2020. Due to the changes in the Handbook we will need 5 members on the Committee. One additional member is needed and, according to the Handbook, it needs to be a Past President. Scott has talked to Patti Malanaphy and she is willing to do it. By consensus, it was decided if Patti agrees, Scott will appoint her to the position.
- **Financial Review Committee.** Two positions are going to be open. After discussion it was decided by a called “Counted” approval that Scott will appoint Sandie Bolyard and Barbara Loughnot to those positions.

- **Other Reports or Needed Discussions**

- **2021 National FCE Conference** - Scott reminded everyone about the 2021 National Conference and that it will be in Erlanger, Kentucky.
- **2020 and 2021 State Conference** - Scott gave information that he had canceled the contract with the hotel for the 2020 Conference. He also reported that he had signed a contract with the same hotel (Hilton Gardens Inn – Springfield) for the 2021 State Conference. The dates are Sunday, October 3, 2021 thru Wednesday, October 6, 2021. The representative of the hotel was very easy to work with.
- **ACWW-USA Area President** – Bonnie Teeple, ACWW-USA Area President, gave a report about ACWW. She said she appreciated all of the support that all Oregon FCE members have given her. She also explained how Oregon FCE is a Society Member of ACWW and it makes every Oregon FCE member, a member of ACWW.
- **New Program Evaluation Forms** – Bonnie reported that she was working on new Program Evaluation Forms and will have them done soon, and will send them to Rene’ for input.

- **Prompt communications of all Board Members** – Scott reminded all Board Members that they need to be prompt in their replies to communications via phone, text, email etc.
 - **Reporting of Volunteer Hours and Donation of Items or Money** – Bonnie gave information on how and where to report Volunteer Hours, and donations of items and/or money. A new form is being developed for reporting these items.
 - **Officers needed for National FCE** – Scott mentioned that National FCE is always looking for new National FCE officers. Scott said that he would help any individuals that might be interested.
 - **FCE Bling Pins** – Scott reported that there are FCE Bling Pins available to buy. This is an Oregon FCE fundraiser, and they are \$10.00 each.
 - **Oregon FCE Lapel Pins** – Scott mentioned that he has personally purchased several Oregon FCE lapel pins. He is giving them out to members as he can.
 - **Oregon FCE Leadership Contact List** – Scott reported that he will be revising the Oregon FCE Leadership Contact List sometime in January. He will need lots of help with all of the needed corrections. After he gets it revised, he will email it out and ask for all of the needed corrections.
 - **Dates of events in Oregon FCE** – Scott asked that all Board Members help in spreading the word to all FCE members to send in events and dates to Scott so he can post them on the Oregon FCE website.
- **Special Projects Reports**
 - **Sunshine Lady** - Scott reminded everyone that Anna Massingham is the Sunshine Lady. If you hear of someone that might need a card for any special reason, that you can contact her and she will take care of sending it out.
 - **Oregon FCE Newsletter** – Scott reported that the last Oregon FCE Newsletter have not been mailed out because of COVID-19. Lynda Nyseth did write the Newsletter and then Scott emailed it out to all FCE members that have email. The newsletter was also posted on

the Oregon FCE website. Scott also asked that all Board members write and submit articles for the Newsletter.

- **Oregon Fundraising Representative** – This has been Barbara Voltin for quite a few years. No report was given. It may be time for a replacement. Scott will contact Barbara and see what she wants to do.
- **International ACWW Representative** - Gay Jarvinen was not there and no report was given. Sandie Bolyard said she will talk to Gay and she if she has anything to report.
- **Website/Facebook** – Scott reported that he is continually updating the Oregon FCE website, www.oregon-fce.org, and the Oregon FCE Facebook page. If you have items you would like posted on these, please contact Scott.
- **Oregon Membership Email List** – Scott reported that he has developed an email list for sending out email to all Oregon FCE members. He offered to email out any information you might need sent to all Oregon FCE members.

New Business

- **Fall Conference Evaluation Forms for State FCE** – Scott reported that these new forms have been made up, approved by the Board, and will be available for the 2021 Oregon FCE State Conference. Some minor adjustments may need to be made.
- **Lessons for 2021 FCE State Fall Conference** – Scott led a discussion about the lessons to be taught at the 2021 FCE State Conference. Some adjustment will need to be made during the 2021 Spring Board Meeting. **The rough draft of these lessons must be developed and submitted to VP for Program (Rene') and President (Scott) on or before the due dates which begin in July of 2021.**
 - **Lesson 1: "Great American Women"**
Developed & taught by Kerry Mauk
 - **Lesson 2: "Fight to Save America's Food"**

- Developed & taught by Anne Engen and Sally Wyffels
- **Lesson 3: “Scams, Shams, and Frauds”**
Developed & taught by Bonnie Teeples and Loretta McDonald
- **Lesson 4: “History of Dolls”**
Developed & taught by Sandie Bolyard and Patti Malanaphy
(Developed by Ida Knapp)
- **Lesson 5: “Time Management” (National FCE Lesson)**
Developed & taught by TBA
- **Lesson 6: Rabies**
Developed & taught by Margaret Polen & Martha Crawford (National FCE)
- **Wednesday Morning (Country or Other Lesson): “Malaysia”**
Developed & taught by Scott and Bonnie Teeples

Other Items

- **2020 Oregon FCE Awards** – Scott reminded everyone that all of the 2020 Awards will be recognized at the 2021 Oregon FCE State Conference along with the Award winners of 2021.
- **Home Destruction of Phoenix/Talent FCE Members** – Scott reported that two members of the Phoenix/Talent Study Group had lost their homes in the fires in the area. Jackson County FCE is donation all of their remaining funds to the Phoenix/Talent Study Group that will distribute the funds to the two members that lost their home. Scott asked if the Board would approve of him asking all of the Oregon FCE members if they would like to make donations to these two Phoenix/Talent members. Scott has talked to Joyce Tuttle and she has approved of us doing it. After some positive discussion it was agreed, by consensus, that Scott can get this set up. The money donations will be made to the Phoenix/Talent Study Group and Joyce Tuttle will forward it to those two members.
- **COVID-19 Discussion** – Scott led a discussion about the COVID-19 situation and how it affects every one of us. Several FCE groups are starting to meet and need to take special safety precautions. Scott reminded everyone that

if you are going to meet, please: 1. Properly wear a mask; 2. Practice proper Social Distancing; 3. Use proper sanitation.

- **Good for the Order** – Scott gave each Board Member the opportunity to give any final thoughts. Each Board member expressed a thanks to all Board members and all that they do. All Board members express a big “Thank You” to Tom Currin and all of the members of District 4. They will be missed.

Adjournment

- **Scott’s Final Notes** – Scott thanked all of the Board members for all of the love and support that they give him. He also thanked them for all they do for FCE and their communities. Scott gave each Board member a challenge and goal to “Go forth and spread the info you have received these days. Make FCE the best that it can be. “
- **Next Board Meeting** - TBA – Oregon FCE Spring Board Meeting
- **Adjournment** – The meeting was adjourned by President Scott Teeple at 3:36 PM.