

Maryland FFA Board of Directors  
October 17, 2017 5:00 p.m.  
Mid Atlantic Farm Credit-Frederick  
Conference Call Number: 443-339-3131

Members present: Chuck Schuster, Terrie Shank, Lori Mayhew, Emily Hester, Mike Harrington, Amy Jo Poffenberger, Laura Ramsburg, Brenda White, Tom Mazzone, Quinn Cashell, Naomi Knight, Autumn Lippy, Cahlen Cheatham, Mikayla Stockman. On Conference line: George Mayo, Jodi Callahan, Cole Bishop. Regrets: Karen Crum Nickolas, Richard O'Hara, Tom Linthicum, Diane Safar.

Chairman, Chuck Schuster called the meeting to order at 5:10 p.m.

The Minutes from the August 17, 2017 meeting were presented. (See attached) Naomi asked that the Report from State Convention be included in the minutes. The time that the meeting was called to order should be changed from a.m. to p.m. Autumn Lippy moved to approve the minutes as amended. Cahlen Cheatham seconded the motion. Motion passed and the minutes will be approved as revised.

Treasurer Laura Ramsburg presented the Profit/Loss statement of the Association from January-October 2017. (See attached) Laura reported that she and Terrie Shank met with Sharon Lewis who assisted in helping to set up the quick books to better align with the tax reports. Sharon also reviewed the tax forms with Laura and Terrie. Laura has since completed and filed the 2016 taxes for the Association. Terrie Shank has been in contact with Kim Smith of the office of the Secretary of State and has completed all requirements to bring the Association in compliancy with the State. Lori Mayhew moved to accept the report. Amy Jo Poffenberger seconded the motion. The motion passed and report will be filed for audit.

Financial update on Outstanding Chapter Invoices: Naomi Knight reported that she has reorganized the reports to better be able to inform Regional Coordinators and support chapters by regions. Chapter Advisors are doing much better with meeting their financial obligations to the Association.

State Officer Report-Autumn Lippy, Cahlen Cheatham, Mikayla Stockman presented the report. Mikayla Stockman shared the activities of the team from August through mid-September, Autumn Lippy continued with events in September through October highlighting the team lunch with Dean Beyrouthy and his staff at the University of Maryland, College Park. Cahlen Cheatham added that there are three student delegates representing the State at the National FFA Convention; Autumn Lippy, Cahlen Cheatham and Ashley Abuelhawa. He shared that there is a survey on the Maryland FFA Facebook page asking for input on inclusion of unpaid SAE hours in the American FFA Degrees. This is the committee on which he is serving and Cahlen would like input to share in his committee meetings next week. He encouraged the Board members to take the survey and share the link with members and other Advisors. Amy Jo Poffenberger suggested that the link be sent out to Advisors via the list serve as many are not on Facebook. Cahlen will forward the link to Terrie Shank for distribution.

Cahlen also spoke about the team goal of trying to develop legislation that would require high school students to complete an agricultural literacy class prior to graduation. This will be discussed later in the meeting. Mr. Chuck Schuster commended the State Officers for all their hard work and being visible and out in the community at events. He noted that they assisted with the University of Maryland Central Maryland Open House at the Clarksville Dairy Farm on Saturday, October 14, 2017 and did a great job.

#### Committee Reports:

Regional reorganization-Chuck Schuster reported that the committee did not hold a meeting prior to this board meeting. He will set up a preliminary meeting prior to next time. Chuck Schuster shared that he will also be meeting with Greg Stull to finalize results from survey and set next steps.

#### Unfinished Business:

Review of Big E Events-Autumn Lippy reported that she was the intern, State Officers served as assistants for various events. Mikayla Stockman shared that she participated in the Stars Program as a flag bearer and that Ashley Abuelhawa served as Treasurer for the Awards Banquet. Cahlen Cheatham shared that he placed first in Extemporaneous Speaking. Terrie Shank shared that Clear Spring FFA member Kody Zeigler was second in Tractor Operations, Henry Brunette from Westminster was third in Employability Skills LDE. Many Maryland FFA members were in the top 10 in their events and we are very proud of the way that they represented Maryland and their chapters at the Big E.

Review of COLT Conference-Chuck Schuster shared his views of the conference. During the time that he attended the conference, he felt that the members were very well behaved which was a positive reflection on their Advisors and the State Association. He noted that the members make us proud. Tom Mazzone shared that this was his first COLT Conference experience and the first for his student. He liked the River Valley Ranch facility and the programming offered to the members. Jodi Callahan shared that one of her students was very apprehensive to be there on Friday night, but then by the end of the weekend, excited that they attended. Cahlen Cheatham shared that he took a dip in the stream during the Capture the Flag activity. He liked working with the facility and staff. Cahlen also noted that the members were very respectful in the workshops. Mike Harrington shared that his students were glad that they attended and enjoyed the experience. Amy Jo Poffenberger suggested that the agenda be sent out to the advisors prior to the weekend so that they can better prepare for the "Chapter time" during the conference. Quinn Cashell asked if having the "Chapter time" late at night was beneficial as it could be. Naomi Knight asked for any suggestions in changes to the schedule be shared with her or Terrie Shank. Chuck Schuster asked if there were plans to hold the conference at River Valley Ranch again next fall. Naomi Knight has requested a contract for the event, but moving the dates back one week to the first weekend in October and out of September. Those who attended suggested holding the conference in 2018 at River Valley Ranch. Emily Hester and Jodi Callahan suggested that a workshop for members who are committee chairs be included in the COLT Conference. Topics could include: how to run a committee meeting, responsibilities of being a committee chairman. Amy Jo Poffenberger suggested having a past state officer possibly leading the workshop for committee chairs since the current State Officers would be holding workshops on the roles and responsibilities of the elected offices. All great suggestions which will be considered in planning for 2018.

Update on National FFA Convention- Naomi Knight shared that Maryland has reserved a suite in the convention hall and that there is a limit of 20 guests/session. Admission into the suite is by ticket and that the tickets have been shipped to her. She asked for ideas on how to distribute them so that many students from different chapters have a chance to utilize the suite during the convention. Lori Mayhew suggested having chapters sign up for the sessions that they can attend. Naomi Knight shared that either she or Terrie Shank would be in the suite at each session. Naomi and Terrie could meet chapters at the elevators to the upper floors with the suite tickets prior to the sessions. Cahlen Cheatham share the National issues for delegates. The six topics are: Nature and Structure of Delegate work, developing a CDE in Agriculture Education, Effective Communication with members, Accommodating students with special needs (Ashley serves on this committee), Inclusion of unpaid hours in the American Degree, Chapter member programs (Cahlen serves on this committee) and Opportunities for FFA members (Autumn serves as Secretary for this committee). Board members were reminded that the Convention sessions will be aired live on RFD TV.

Storage of materials and equipment for MD FFA CDE/LDE-George Mayo/Chuck Schuster. Chuck Shuster shared that he is trying to get a 8'x8'x23' sea container for storage. He noted that is would be weather tight, typically insect tight and can be stored at the Montgomery County Extension facility. This would be a donation to the Association and a decision should be made by the end of October. He noted that the container would be placed in the general service area on the site along with other units currently there and could be easily moved should the Association wish to do so.

Regional Coordinator Responsibilities/Guidelines-Terrie Shank shared that she, Chuck Schuster and George Mayo met with the five Regional Coordinators during the COLT Conference. They reviewed an outline of their duties and responsibilities. A few additions/corrections were suggested to the document. Terrie Shank will send the revised document to the Coordinators and Board members.

Importance of Deadlines: Chuck Schuster reminded everyone that Rosters, Program of Activities and Budgets are due November 30, 2017. This date is firm and chapters not meeting this deadline will be not in good standing with the Association.

Other items: 4-H/FFA Agreement- Chuck Schuster spoke with Chris Anderson, Maryland 4-H Animal Science specialist, about the agreement. It was felt that Jeff Howard, Maryland 4-H Extension Director, should be the one meeting with FFA Staff to revise this document. Chuck is awaiting a response from Jeff Howard with a time to meet.

#### New Business:

Location, date and time for Annual Meetings-Chuck Schuster

NEW DATE: Saturday, December 9, 2017 Green Street Growers, Linthicum Maryland at 12 noon.

This is a large Wholesale greenhouse facility. Having an Annual Meeting is an opportunity to get everyone together. Items to be addressed during the meeting include: The Election of Officers for the Board, Approval of the budget for the Association, Reports from the Chairman and Executive Director.

Naomi Knight suggested developing a set of guidelines for industry representatives who may be serving on the Board of Directors as none currently exists. Chuck Schuster asked Naomi Knight to work on this document. Cahlen Cheatham offered to assist Mrs. Knight.

Board members suggested industry representatives to invite to serve as FFA Board members could include: Willard Ag Chemical, Purdue, DPI representative, Ag Equipment, Equine, Turf and Landscape Industry. Board members are to send names of possible members to Terrie Shank.

Lori Mayhew suggested the Maryland FFA Association hold a spring and fall industry tour for FFA members. Cole Bishop suggested that this activity could be held in advance of the regional leadership conferences. Lori Mayhew asked if this would be an activity that Maryland FFA could work with LEAD Maryland fellows to develop. Chuck Schuster asked if anyone knew about the MD Ag Commission tours and public meeting. He shared that this is a one day event which highlights a few farms/ag businesses in an area of the State. Chuck has planned and hosted this tour previously and felt that he could reach out to the Maryland Department of Agriculture Sponsors to see if including interested FFA members in the tour would be possible. George Mayo suggested contacting Logan Yearsley who coordinates the tours. Chuck Schuster noted that he will do so.

Recommendation from Board for people to serve as CDE/LDE Superintendents. Terrie Shank highlighted the need for industry representatives to serve as Superintendents for Career Development and Leadership Development Events in Maryland. Many of the Superintendents have resigned due to changes in their employment, retirement and family obligations. Chuck Schuster asked that we have Teacher Chairmen/ Advisor liaison for each event and other teachers assigned to help as room monitors. Guidelines and expectations for Teacher Chairmen will be developed by Terrie Shank. Cahlen Cheatham asked if teachers can sign up for events when they register. Naomi Knight shared that signing up as volunteer could be tied to completing the event registration. Lori Mayhew asked that the teacher not be assigned to work with an event that is off site when students would be at another site. She also shared that the title of chaperone should not be used to describe additional adult support for teachers attending events.

Teachers to assist with CDE/LDE-Roles, responsibilities on site to assist with the events. Cahlen Cheatham asked about extending the Student courtesy corps at events. Emily Hester coordinates Courtesy corps members at spring judging and would welcome additional member participation. Laura Ramsburg suggested a sign up for teachers, Amy Jo Poffenberger asked that the teachers be encouraged to volunteer and not told where to serve. Having expectations would be appreciated.

Dates of Regional Leadership Conferences for 2018. Terrie Shank asked that Regional Coordinators look at dates for the 2018 conferences, times of years and locations so that contracts can be developed this fall. Naomi Knight shared that chapters that have registered thus far for the leadership conferences.

Region 1- All

Region 3-Calvert

Region 5-Easton, Queen Anne's, Parkside

National Junior Horticulture Association (NJHA) recently held in Indianapolis, Indiana-Tuscarora Chapter represented Maryland and they finished as the 1<sup>st</sup> place team. Team members placed-2<sup>nd</sup>, 3<sup>rd</sup>, 4<sup>th</sup> and 5<sup>th</sup>.

Other items: Lori Mayhew-Assistance with hall monitoring during state convention. She would like to have a print-out of room numbers with Chapter name and Advisor contacts so if an issue arises, the appropriate Advisor can be notified promptly.

Naomi Knight shared that the National FFA has moved the Maryland State photo time from Thursday afternoon to Friday morning at 10:45 am. She also shared the National Convention app available for phones and encouraged those attending to download it as it allows for making a daily schedule and has a lot of information.

Chuck Schuster ask the State Officer team to present their legislative agenda to the Board members. Cahlen Cheatham shared that they would like to see an Agricultural literacy requirement for high school graduation. The team feels that they need support from other Ag organizations. They would like input from Board members. Chuck Schuster asked if there were other states with that requirement? Cahlen responded that he was not sure, but did not believe that there were. Emily Hester suggested that the officers use MD Senate bill 317 on Career and College Readiness as a starting point to build their legislation. Cahlen would like to establish a multi organizational committee (maybe using the MCAE) Amy Jo Poffenberger asked if they are we looking at a specific class to meet this requirement? Does it have to be taught by a certified ag teacher? Cahlen responded that their vision would be for a class, maybe entitled "Leadership Economic Agricultural Development" (LEAD). Chuck Schuster asked Cahlen to vent his questions with Terrie Shank prior to sending out a survey. Lori Mayhew asked if the Introductory class would be part of a program completer and noted that in Montgomery County, it is an elective course, not part of a completer program. Having the course as part of a completer program would be beneficial. Amy Jo Poffenberger suggested that the questions/survey be shared with Advisors when officers come to do a chapter visit instead of emailing a survey; they may get a better response.

Upcoming Board Meetings:

December 9, 2017- Annual Meeting at Green Street Growers (Tentative)

January 24, 2018-5pm, MAFC

March 21, 2018-5pm, MAFC

May 30, 2018- 5pm, MAFC (Conference Call)

With no further business to be discussed, Emily Hester moved to adjourn the meeting, Autumn Lippy seconded the motion. The motion passed and the meeting was adjourned at 7:40 p.m.

Respectfully submitted,

*Terrie Shank*

Terrie Shank

Maryland FFA Executive Director