

Maryland FFA Board of Directors  
Minutes of the October 11, 2021 Meeting  
In-Person: Administration Building Conference Room  
The Great Frederick Fair  
797 East Patrick Street, Frederick, MD 21701  
Virtually: via zoom conferencing

Members present: Karen Nicklas, Robert Dinsmore, Laura Ramsburg, Scott Paige, Jason Watt, Amy Jo Poffenberger, Terrie Shank. Virtually: Susanne Richards, Stephanie Moore, Karen Myers, Brenda White, Naomi Knight, Brittany Rigdon, Kelly Bryant, Bridget Nicholson, and State FFA Officers: Jayci Mitchell, Elsie McKenzie and Samantha Wilt.

The Meeting was called to order at 6:09 p.m. by Chairman, Karen Nicklas.

The Minutes of the August 9, 2021 Board of Directors meeting were emailed prior to the meeting. Copies were available at the meeting for review. Amy Jo Poffenberger moved to approve the minutes as presented. Jason Watt seconded the motion, and the minutes were approved.

The Treasurer's Report was presented by Laura Ramsburg. The financial reports were emailed to the Board of Directors prior to the meeting for review. Laura noted that she was still waiting for the refund check from Atlantic Coast Charters for the cancellation of the Charter bus that had been reserved for transportation to the National FFA Convention. Robert Dinsmore moved to accept the financial reports and file them for audit. Amy Jo Poffenberger seconded the motion and the motion passed.

Chapter Financial Updates were shared by Naomi Knight. Naomi reported that all chapters were current with only registration fees from Tractor CDE, Forestry CDE and additional summer submission of memberships due.

The State Officer Report was presented by FFA President, Jayci Mitchell. Jayci shared highlights which included: the holding of the Maryland FFA Tractor Driving CDE in conjunction with Maryland 4-H at the Maryland State Fair. The Maryland FFA Land Judging CDE is being held in person on Friday, October 15, 2021, at the Western Maryland Research & Education Center, Boonsboro, Maryland. State FFA Officers will be traveling to the National FFA Convention in Indianapolis, Indiana October 24-31, 2021, and they are planning to hold both in-person and virtual State Leadership workshops during the month of November.

Committee Reports: Strategic Planning Committee- Susanne Richards shared that she has been in contact with Mrs. Mary Ellen Waltmyer, who led the MAEF (Maryland Agricultural Education Foundation) Board through their recent strategic planning process and she is willing to work with the Maryland FFA Board to develop our plan. More details will be shared at the next Board meeting.

Convention Planning Committee- Naomi Knight shared that she is still waiting for a contract from the UMES staff. They are in the process of working out details for use of the facility and associated costs. Tentative arrival and check in is scheduled for the afternoon of Monday, June 27, 2022 (1:00 p.m.) and the Convention will conclude following a morning session on Thursday, June 30, 2022 (12:00 p.m.) The Convention planning committee is asking for ideas and topics for student workshops, and tours. Karen Myers asked if those attending the Convention will need to be vaccinated prior to arrival and/or show proof of vaccination? That is something that will be determined by the UMES staff, and the Maryland FFA Association will be expected to follow all guidelines and COVID protocols in place at the host site.

#### Unfinished Business:

2021 National FFA Convention- Terrie Shank reported that some local school systems have approved Maryland FFA members to attend the convention and participate in various CDE and National Chapter recognition. The State FFA Officers will be serving as voting delegates for the Business sessions and on various National committees. There are nine FFA members who will be receiving their American FFA Degree, and all are planning to attend the ceremony. Mark and Terry Adkins will both be receiving the Honorary American FFA Degree.

Status of the 2021-2022 Maryland FFA Events as of today- Terrie Shank shared that currently, the Maryland FFA Land Judging CDE will be held in person with five teams (20 FFA members) registered. The Maryland FFA Regional Leadership workshops will be held virtually. Carroll County and Garrett Co have asked for in-person leadership workshops to be held for their county members only. Plans are underway to hold Regional Speaking events, Spring Judging events and the State Convention in person in 2022.

#### New Business:

Reimbursement to Chapters who travel to the National FFA Convention-Laura Ramsburg shared that in the past, the Maryland FFA has reimbursed Chapters in support of the members who participated in CDE/LDE at the National FFA Convention. She has an invoice which she and Terrie Shank will send to the Chapter Advisor asking for documentation of participation in the National event. Laura would like to have these documents returned to her no later than December 1,2021 so that she can remit payment prior to the end of the year. Checks will be made payable to the local Chapter, not to individual members, parents, or alumni.

Guidance in Conducting Regional FFA events- Bridget Nicholson asked for guidance from the Board of Directors as to the expectations for holding Regional FFA events when regions consist of FFA Chapters from numerous local school systems. She shared her concerns and those of Advisors from Region 4 that students cannot travel to other schools outside of their local school system to participate in activities. Should she be working to host Region 4 events virtually? What will be the opportunity for students to participate in the State event to be held in person in June if they, again, do not have permission to travel? Amy Jo Poffenberger shared that Region 2 Advisors have the dates set for their regional events and that all Chapters are within their local school system and students can travel between the schools to participate. Brittany Rigdon shared that her students may be able to attend Region 5 events if they are held on a Saturday or during the day. It is difficult for Advisors to be released from school due to the lack of staff to cover their absences. Overnight travel is not being approved within the local school systems. Terrie Shank will add this item to the agenda for the next Board meeting when more will be known about local school system plans for students to travel and participate in events.

Liability waivers for student participation in MD FFA events- Terrie Shank shared with the Board members a copy of the Maryland FFA Emergency Medical Form, waiver of Liability, Personal Conduct Agreement and Promotional Release that we currently use for our state events. She also provided a copy of the COVID-19 and Event Participation Release and Waiver Agreement used by the National FFA for those who attended the National FFA Convention. Everyone who attended the event was required to submit this waiver electronically prior to the start of the Convention. Terrie asked if we needed to have a waiver of release like the National FFA for those attending our state events in 2022. There has been resistance from some local school systems to have Principals sign off on our current waiver as it does not hold the MD FFA responsible for any injury received by a student/adult attending one of our programs. (#4 under the Waiver of Liability). This language is also included in the national FFA waiver. Jason Watt suggested that we not include the COVID-19 language in our waiver. Our waiver asks for the participant, Parent/guardian, Advisor and Principal to all read and sign. It was discussed that the Administrator does not need to sign the document. Susanne Richards suggested that Terrie have the waiver reviewed by legal counsel and updates be made as needed.

Conflict of Interest documents- Terrie Shank provided through email and in hard copies, the Conflict-of-Interest documents for members of the Board of Directors to sign and be returned to her for filing. These need to be completed annually for those serving on the Board.

Updated Board of Directors Contact information- Terrie Shank shared the current listing of Board of Directors for the Maryland FFA Association and asked that members update their addresses, phone numbers, etc. so that an accurate list is available. A copy of the Maryland FFA Calendar of Events for 2021-2022 was also provided to each Board member.

Karen Nicklas reminded the Board members that our next meeting is scheduled for December 16, 2021, at 6pm. We will hold our Annual Meeting on Monday, January 10, 2022. at 6pm. Additional Board meetings will be held on the following Mondays: February 7, 2022, April 11, 2022, June 13, 2022, and August 8, 2022.

Karen Nicklas asked if there was any further business to be discussed. Karen Myers moved to adjourn the meeting. Susanne Richards seconded the motion and the motion passed. The meeting was adjourned at 7:13 p.m.

Respectfully submitted,

*Terrie Shank*

Terrie Shank  
MD FFA Executive Director

