CALL TO ORDER

A meeting of the Pennsylvania Association Family and Consumer Sciences, Inc. was held on Saturday, April 13, 2019 at the Blair County Convention Center, Altoona, PA. The meeting began at 7:30 AM and was presided by President Elizabeth Gallagher. Minutes compiled by Sasha Roble, incoming secretary.

ATTENDEES

MEMBERS PRESENT: Janet Blood, Emily Brill, Teresa Brownlee, Ellen Bolton, Joan Hammond, Jean Kelleher, Maureen Martz, Michelle McGinnis, MaryKaye Rhude-Faust, Sasha Roble, Mercy Ross, Nadine Standley, Kirby Turner, Diana Ward

MEMBER APOLOGIES: Sasha Roble

GUESTS: None

APPROVAL OF MINUTES

Minutes for the 2018 Annual Conference Membership Meeting were distributed to the Association’s membership in the registration packet. There was no discussion. No corrections were made. The minutes were approved as received.

AGENDA

REPORTS OF OFFICERS, BOARDS & STANDING COMMITTEES

TREASURER’S REPORT

As of April 13, 2019 the total assets of PAFCS were:

<table>
<thead>
<tr>
<th>Account</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Citizens Checking Account</td>
<td>$11,232.66</td>
</tr>
<tr>
<td>Vanguard Investment Accounts</td>
<td>$147,852.64</td>
</tr>
<tr>
<td>Total</td>
<td>$159,085.30</td>
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</tbody>
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Respectfully submitted.
SUMMARY OF OFFICER REPORTS RECEIVED

Elizabeth Gallagher, President

President-Elect, Maureen Martz. This year I served on the 2019 Planning Committee, the Bylaws Committee and worked with Theresa Brownlee on the 2020 Conference. We had a contract in place with the Atherton in State College. Unfortunately, we were not able to continue with this location due to a remodel. We are back to the drawing board and currently are working with Messiah College to possibly host in 2020.

Vice-President(s) of Internal Relations, Michelle McGinnis & Mary Ann Guldin. Completed work: Assimilated all information from previous years and updated the applications to reflect the new application deadline of Jan. 10 and to allow board members to be eligible for awards. This was presented to the board as a motion which was on and accepted. Prepared monthly email blasts sent to membership to promote the awards and had multiple applicants for all awards but standards for excellence. Provided committee chairs all updated applications and grading criteria. Provided templates for letters to be sent to applicants and recipients. Had committee chairs send out those letters in a timely manner. Collected award winner information from committee chairs and prepared program for the awards luncheon and had the certificates and the plaques prepared with the help of Pat Hetrick. Unable to secure chairperson for standards for excellence award of which there were no applicants. Remaining work: Seeking chairperson for SofE. Would like to create a membership info sheet about what jurors are looking for when evaluated submitted awards applications. Make application for scholarships a google form (recommendations should still be mailed).

Vice President of External Relations, Joseph Zacher. Completed work: Made connections between several local businesses and PAFCS. Created a spreadsheet of possible/existing partnerships between PAFCS and local businesses. This mainly focuses on the local (Mideast Region). The document should be shared with other district chairs to add their input about possible partners. Worked with the Mideast Chair to plan an additional Mideast Meeting. To be held in the fall of 2019. Continued to grow our connection between PAFCS and Cedar Crest College. Applied for Teacher of the Year 2019. Completed necessary documentation and recommendations. Wrote a speech for acceptance. Served as an FCCLA advisor. Remaining work: Make a template for local chairs running regional meetings. Forms to fill out, approvals to get, whom to contact for what, cost sheet, etc. By making a standard process, district chairs would have a better timeline to follow with less gray areas. Especially since we are not running the state conference this year, we will need more regional meetings. Further advertise other regional meetings to all members so they can attend. A more concrete description of external relations position. As most positions, it would be good to add more information about each position. I was not sure exactly what my responsibilities were when I was asked to be external relations chair.
after last year's conference. Further social media outreach (Instagram posts about events etc.). Maybe a formal newsletter each month that is discussing possible events going on in FCS around the state? Each chair could update on some local events. Thinking about food festivals, farmers markets, local meetings, speakers or other education opportunities.

**Nominating Chair, Joan Hammond.**

*Completed work:* Solicited nominations for all positions that were open. I contacted nominees and requested dossiers. Nominated at a business meeting. Worked with MK and Elizabeth to fill all positions.

*Remaining work:* Continue to talk up and encourage members to fill these positions. Nominate yourself and others who you feel would do a good job. Reach out. You might be surprised who is just waiting to be asked.

**Western Area Vice President, Esther Aloia.** This year has been one of the busiest and most challenging for me, but with the help of the planning committee we were able to put together another great conference. I would like to personally thank Elizabeth and Mary Kaye for taking over for me during my maternity leave. With their help we were able to successfully hold monthly conference calls to continue planning the conference without any disruptions. As conference chair I put together monthly agendas with goals to keep us on track. I oversaw all conference committees and I must say they have all gone above and beyond to put together a great conference. It's been a pleasure serving as the western area vp and I look forward to serving the role again.

**Student Unit Advisor, Dr. Janet Blood.**

*Completed work:* Attended the summer board/strategic planning meeting and participated in conference calls. Networked with the student Co-Presidents Hope Mae Tosten (IUP) and Kaity Chemidlin (Messiah) in regards to reviewing/updating the Student Unit Handbook. Coordinated the HUGS program – six new students enrolled, two new mentors enrolled, and two continuing students re-enrolled in the program. We will need mentor support for 3-5 students. Worked with the conference planning team (Michelle Tweardy & Hope Mae Tosten) to brainstorm conference student activities. It was decided that the students would have an informal gathering after Friday evening festivities. Brainstormed/worked with Michelle Tweardy & Hope Mae to envision/design centerpieces for the conference banquet.

**Student Unit Presidents: Hope Mae Tosten & Kaity Chemidlin.**

*From Hope Mae:* Kaity and I would like to create an environment for the students of both IUP and Messiah to get to know each other and to create a space for talking about questions, concerns and knowledge. *From Kaity:* Set up an activity for the students at the annual conference; encouraged students to register and attend the PAFCS conference. Would like to create a list of FCS job openings in the future.
PAFCCLA Representative, Nadine Standley. Through workshops, meetings, and conferences I continue to work to build membership between FCCLA and PAFCS.

Professional Development Chair, Patricia Hetrick.

Accomplishments
1. Created online Google Survey evaluations and evaluation documents for regional meetings, webinars and annual meeting.
2. Applied for PDUs for
   a. 11-03-18 Southwest Meeting at PDH Workshop
   b. 11-10-18 Mid East Meeting at LCCC
   c. 02-18-19 Mid Central Meeting in Clearfield This was cancelled
   d. 04-12-19 to 04-13-19 Annual Meeting at Blair County Conference Center
   e. Learned that any organization may apply for PDUs- I decided that as Professional Development Chair I would only apply for PDUs for PAFCS sponsored sessions (Conference and Regional Workshops/Seminars)
      i. Montgomery Bucks FCS applies for their own.
      ii. I shared this info with Cheryl Kocay from Allegheny County FCS
3. Facilitated processing of online evaluations for meetings and printed out hard copy evaluations for those uncomfortable with online.
   a. October 1, 2018 Montgomery Bucks FCS Meeting
   b. November 3, 2018 Southwest PAFCS Workshop
   c. November 19, 2018 Mideast PAFCS Seminar
   d. February 18, 2019 Mid Central PAFCS Seminar was cancelled
4. Reported Act 48 Hours for
   a. 2018 PAFCS Annual Conference April 5-7, 2018
   b. 2018 AAFCS Conference June 24-28, 2018
   c. Allegheny County FCS
      i. 9/27/18 Kia Tomlin Workshop
   d. Montgomery/ Bucks FCS
      i. 10/1/18 Working With Kids with Mental Health Issues- Keynote Speaker
   e. 11/01/18 Southwest Meeting
   f. 11/10/18 Mideast Meeting
5. Attended AAFCS webinars and planned to offer Act 48 hours for other PAFCS members, only one member applied.
6. Contacted Lisa Golding to offer support with a South-Central Workshop/Webinar.
7. Approved for paper and pencil testing for AAFCS certification in five areas. Testing occurs Saturday 8:30-11:30.

In Progress
1. Still in progress for processing Webinars and 2019 Annual Conference and an ACAFCS meeting late April.
Recommendations

1. Continue to work with Regional Chairs as Mini-Conferences are planned and apply for PDUs then report Act 48 hours
2. Develop online evaluation forms.

Membership Chair, Patricia Hetrick.

Accomplishments

- Processed and acknowledged new memberships:
  - Three from conference
    - Megan deGruchy 745531 Dauphin
    - Emily Brill 745532 Allegheny
    - Katie Rosa-Martir 745533 Lycoming
  - Four from Mary Kaye Rhude Faust
    - Lauren Seder 405427 Montgomery
    - Paula A. Dugan 406512 Chester
    - Michael McCombe 406511 Bucks
    - Brian Petters Delaware
      1. (new membership number has not yet been registered)
  - One from ESAAE Membership Incentives
    - Stephanie Garrett Mercer
      1. (new membership number has not been registered)

- I have accessed membership files routinely through my term most recently February.
- AAFCS Promotion: Find Your People is offered another year: This promotion offers professional members who have allowed membership to lapse one year to re-join at a reduced rate of $100 for one year only.
  - New Professionals will still be $100
  - Emeritus $100
  - Student $50
  - Letters were sent out to lapsed members from AAFCS.

- I have done very little to contact members other than through conference registration
- Promoted membership and PAFCS awards with handouts at:
  - 10/1/2018 Montgomery Bucks FCS Meeting (Diana Ward presented)
  - 10/23/2018 Messiah College FCS Night (Raeann Hamon presented)
  - 11/3/2018 Southwest PAFCS Workshop (I sent a script)
  - 11/10/2018 Mideast PAFCS Seminar (I personally attended)
- Materials included:
  - Benefits handout
  - AAFCS Pamphlet and membership form (Find Your People)
  - ESAAE Application for student and new professional membership incentives
  - Copy of current FCS Journal
● Poster to encourage FCS Certifications
● Dine In Day stickers and cards (with a mini-display tabletop tent)
● FCSFit 2018 PAFCS Conference promotion Postcard
● AAFCS Conference Postcard for next four years
● PAFCS Awards pamphlet
● I have been in contact with Lisa Golding concerning a South Central PAFCS Workshop/ Seminar
● I was prepared to send materials and a script to Mid Central Meeting planned for 2/18/19 in Clearfield, however it was cancelled.
● I did not contact Northwest, North Central, or Southeast Chairs to determine if help was needed for professional development and to promote Membership.

In Progress
● Promotion of Membership at:
  ○ FCCLA Regional meetings
    ■ I did not receive dates or locations in order to set these up.
      (Maureen Martz was supposed to get back to me and I had not followed through to make that happen)
● Encouragement token gift for students, non-members and first-time attendee attending Annual Conference
  ○ Letter to encourage nonmembers to join
● Recognition of membership milestones at conference. There are no 25-year or 50-year members at this conference.
● Contact with Megan Reim Incoming Freshman Scholarship Awardee at conference for bennies of student membership in PAFCS.
  ○ Encouraged her to attend special sessions with College students
  ○ Offer reimbursement for Awards Dinner cost.

Recommendations
● Now that I have access to current membership files I can continue to process:
  ○ letters for new members
  ○ Thank you letters for renewing members.
● Follow up monthly with new members
  ○ Get a small token gift to give to new members (pen or decal)
● Send letters of appreciation to members as they renew
● Continue to promote membership at upcoming regional meetings

Scholarship Committee Chair, Sister Denise Mollica, IHM.
● Action Plan for PAFCS Scholarship Awards
  ○ Establishment of Committee Members – completed 11/10/18
  ○ Pat Hetrick
  ○ Jane Berry
  ○ Sister Denise M. Mollica, IHM
● January 10, 2019 – deadline for scholarship applications in four areas:
o Incoming Freshman Scholarship Award – received one (1) application
o FCCLA Freshman Scholarship Award – received zero (0) applications
o Undergraduate Fellowship Award – received one (1) application
o Graduate Fellowship Award – received zero (0) applications

- January 21, 2019 – Conference Call with Pat Hetrick and Jane Berry to determine winners. Sister Denise forwarded the names for letters of congratulations to be signed and mailed.
- February 28, 2019 – Paragraph for Program was emailed to Maryann and Michelle.
- March 1, 2019– Press releases were mailed.

**Technology Chair, Kirby (Pohidal) Turner.** Access was granted to all social media accounts. Meetings occurred (conference call and in person) as a committee to discuss future goals and actions. Twitter was used to promote annual conference.

**North-Central District Chair, April Gavit.** A district meeting was not scheduled for this year in the North Central District. There are several non-members in the North-Central District. The teachers are getting together during an inservice day in their districts. My district was not one of those to be invited. Researched why teachers are not joining our professional organization. The overall replay was the cost of the dues. This is the answer we have hearing the past few years. I continue to try and bring new members into my organization. Participated in PAFCS Board advisory call on 1/9/19.

**Mid-East District Chair, Bethany Pepe.** A PAFCS Mid-East Regional Conference was held at Lehigh-Carbon Community College, Schnecksville, PA on Saturday, November 10th with a theme of improving community and personal wellness. The first presenter was Diane Kraft, RD, Alvernia professor, and author of The A-Z Guide to Food as Medicine. Diane presented key ideas in nutritional analysis and the importance of nutrients from foods as opposed to supplements. The second presenter was Jeanne Elberfeld MD, LSW who spoke on improving community wellness through understanding social determinants and advocacy for change. The conference was attended by nearly 20 members, non-members, and retirees. Planning of the 2019 Mid-East conference has already begun. The conference is a collaboration between efforts from Cedar Crest College, and PAFCS, including Joe Zacher and myself. The conference will be held October 19th at Cedar Crest College, who is allowing us to use their facilities for free! Presenters will include Lyndi Weiand, RD from Weis Markets and board member of the Lehigh Valley Dietetics Association, a representative from Highmark Blue, and Wegmans nutritionist. We intend to have all speakers finalized and ready for act 48 approval before the end of June, with marketing to begin over the summer between PAFCS, Cedar Crest College, and LVDA. More details to come as they are finalized. I would also like to share that I have also received acknowledgement in Diane Kraft's The A-Z Guide to Food as Medicine for my collaboration with her and
others in creating the Instructor's Guide for use with the text to be available soon. The text was published in January and is currently available. I would like to thank the board for allowing me the opportunity to represent PAFCS this past year and look forward to continuing to represent PAFCS in the future.

**South-Central District Chair, Lisa Golding.** No meeting was held in the Fall of 2018. There was a strong effort to get a meeting on the calendar for Spring of 2019. In fact, there was a date set and advertising was about to begin when Lisa received news from Giant Foods that the leader of the Cooking School had passed away unexpectedly. The program was to include a cooking demonstration at the store’s show kitchen and a presentation by the store’s registered dietician. The registered dietician and Lisa are still in touch and will shoot to execute a program of this nature when the program is restaffed and prepared to lead a program of this kind. Lisa will investigate a Saturday date in September or October 2019.

Respectfully submitted.

**NEW BUSINESS**

**Proposed Bylaws Revision**

In the Summer of 2018, an Ad Hoc Committee was formed under the direction of President Elizabeth Gallagher to review the Association's Bylaws. Through the work of this committee, as well as the Board of Directors and Advisory, Patrick Hetrick presented to the membership present, a Bylaws Revision for vote at Annual Conference. The purpose of this revision was two-fold: to align the bylaws with the American Association of Family & Consumer Sciences and to revitalize the state affiliate through responsible fiscal spending and management. A revision is a proposed replacement of the current bylaws. It’s like presenting new bylaws for the first time. A bylaws revision needs a 2/3 vote of the membership to take effect. All members received a copy of the proposed bylaws revision and the rationale for those changes in an email, and were provided an opportunity to comment.

The membership was afforded the opportunity during the meeting to discuss changes on Articles I - 16.

**MOTION**

By direction of the committee, I move the adoption of the bylaws revision.

**DISCUSSION**

Discussion was presented to the membership on articles as they were read aloud. Members wishing to speak were able to do so. Suggestions given on potential revisions were noted by the Bylaws Revisions Committee.
ACTION
Standing Vote

Motion Carried.

ADJOURNMENT & CONTINUATION OF AGENDA

MOTION
Pat Hetrick motioned to adjourn the business meeting until 1:15 PM on Saturday, April 13, 2019. Seconded by Maureen Martz.

NO DISCUSSION

ACTION
Voice Vote

Motion Carried.

The meeting was adjourned at 8:43 AM.

CALL TO ORDER TO CONTINUE AGENDA

President Elizabeth Gallagher officially reopened the PAFCS General Membership Business Meeting for the installation of officers of the Pennsylvania Association of Family and Consumer Sciences, and welcomed our Pennsylvania affiliate members, guests, and friends at 1:15 PM.

INSTALLATION OF OFFICERS

Kirby (Pohlidal) Turner was installed as the Treasurer for 2019 - 2020. Maureen Martz was installed as President for 2019 - 2020. Dr. MaryKaye Rhude-Faust served as Parliamentarian.

ADJOURNMENT

MOTION
Mercy Ross motioned to adjourn the business meeting. Seconded by Patricia Hetrick.

NO DISCUSSION

ACTION
Voice Vote

Motion Carried.

The meeting was adjourned at 1:05 PM.