

## IFHE-US Board of Directors Meeting Minutes

Tuesday, June 25, 2013

3:00-6:00pm

AAFCS- Houston, TX

approved: 8-27-13

### MEMBERS PRESENT:

Carol Anderson {president}, Joyce Burrows, Sharleen Kato, Pamela Kirkley, Sharon McManus, Mary Wamock, Debbie Nelson {recorder}

### GUESTS PRESENT:

Janett Gibbs, Joanne Pearson

#### 1. **WELCOME**- Anderson

a. Board of Directors contact info – please make any corrections on the list being circulated and return to Carol.

#### 2. **APPROVAL OF AGENDA**- Anderson

The agenda was approved as distributed. Wamock moved approval; **motion carried**

#### 3. **MINUTES**- Nelson

a. Review of 2012 Board Meeting minutes (Indianapolis, IN) – These are found online in Dropbox in the Board minutes folder, previously approved.

b. Review of conference call minutes (January 29, 2013) – Found in Dropbox in Board minutes folder. Kirkley moved approval; **motion carried**

c. Mini lesson on Dropbox- Debbie showed some of the features of Dropbox. It can be used for personal files as well. There are several advantages of using Dropbox, including access to files from anywhere there is an internet connection and everyone looking at the same document, not multiple versions. Pamela has also used Dropbox with great success. If there are questions regarding Dropbox, email Debbie.

#### 4. **FINANCIAL REPORT**- Anderson for Dallmeyer (report in Dropbox)

Marti Dallmeyer had an injury and has resigned from the Director of Finance position. Carol Anderson appointed Gregg McCullough to complete the remaining one year on Marti's term. A huge accomplishment by Marti was to work with the bank to establish a less expensive way to transmit dues money to Bonn! The dates of the fiscal year changed, so there are two financial statements included in the report. The proposed budget for 2014 was presented. Marti was able to reduce tax preparation costs to \$150 from \$1000.

If a goal is to have younger people involved, reimbursement for expenses needs to be an option. Officers can still decide to donate their in-kind expenses. Carol Anderson drafted a form to request reimbursement. Discussion ensued about dollar amounts, prior approval and who and how many people should review the request.

The Development committee would need a separate reimbursement form since the Development funds are kept separate from the IFHE-US funds.

Aside- is there a Policy & Procedures Manual (PPM), as referenced in the Bylaws? Sharon said she thinks Alberta Hill worked on it when she was on the IFHE-US Board. Sharon will get a paper copy to Debbie, who will type it and place in Dropbox. Then more experienced officers can review and update the document for current practice. Debbie is happy to proofread the updated document.

Motion: accept financial report as presented- Wamock moved; **motion carried**

Motion: Nelson moved to accept proposed 2014 budget; motion **carried**

Motion: Wamock moved that a form for reimbursement of expenditures shall be developed by an ad hoc committee; **motion carried**

Committee- Sharon, Debbie, Gregg, Sharleen

#### 5. **IFHE-US/AAFCS MOU UPDATE**— Anderson for Pearson

There is a Thursday (6/27/13) morning meeting about the MOU with Jenny Schroeder (AAFCS BOD liaison)- Joanne, Carol, and Mary W will represent IFHE - US.

In Carol's opinion, the only thing currently not working about the MOU is issues around dues.

#### 6. **STUDENT INVOLVEMENT** (ad hoc committee)— Wamock (report in Dropbox)

Goal: get young professionals to join, retain them and be more involved

1. Jacky Wamock, Young Professionals Network (IFHE) rep, will have a Research to Practice Session here in Houston- laying the groundwork for a mentoring program within IFHE—US
2. Visibility is an issue- need to get the word out about the good work being done by IFHE and IFHE-US
3. Study Abroad directory
4. Corporate sponsorship for students and YPNs to participate in international experiences
5. Develop dedicated student and YPN sections on IFHE-US website

Joyce Burrows offered an additional idea— she offers first year membership in IFHE for graduating student showing leadership in SC

The Board will explore the mentoring program idea further after Jacky's presentation.

#### 7. **MEMBERSHIP**- Wamock

344 total individual members, 8 organizational members as of June 11, 2013

OK, WI, VA, FL, SC, OH, IHES, IFHE-US are the organizational members

Membership list is current.

Maybe Gregg can help develop an email regarding renewal of memberships.

#### 8. **VIENNANGO COMMITTEE ON THE FAMILY REQUEST**- Anderson

A study documenting contributions of civil organizations to well-being of families was done for the 10th anniversary of IYF in 2004. The group wants to update the study for the 20th anniversary of IYF in 2014. The deadline for sharing data is July 15, 2013.

What could be shared from IFHE-US?

Wamock suggested IFHE-US belonging to IHES which supports families in developing countries.

9. **2014 IFHE COUNCIL MEETING**- Pearson, Anderson  
see two page report for #13a

10. **FCSSUMMIT**- Warnock, Nelson

Plan to attend the FCS Alliance meeting here in Houston on Friday, June 28, 2013 1:30-5:00 pm. Details of a new proposal will be presented at that time. IFHE-US is a member of the FCS Alliance. Warnock explained the FCS Alliance, shared the purpose of the summit from the report to Carol Anderson— Summit members served as a think tank for the new idea. If you are interested in your profession and your organization, be there to express opinions.

11. **AWARDS**- Anderson

Last year IFHE-US was challenged to make nominations; two were submitted. The Friend of the Family Award will go to Coats & Clark, submitted by Janett Gibbs. Juanita Mendenhall submitted IHES for a policy award. There is some debate about whether IHES meets the requirements for the award— while the organization is not an AAFCS member, most of the IHES members are also AAFCS members.

Are there any other awards IFHE-US needs to look at? Ruth Norman might be a good candidate for public policy award. The award requirements need to be studied.

12. **FOOD & WATER SECURITY**- Miller

No report from Mary Miller - is a UN initiative

The Board may want to focus efforts on the IFY 20th anniversary right now.

13. **REPORTS:**

a. **REGION OF AMERICAS**— Pearson (report in Dropbox)

Joanne gave a combination of her region report and how members can/should be participating in the 2014 Council meeting in London, Ontario, Canada, our very own region, to be held July 18-25 ish, 2014.

Call for proposals on IFHE web page now - three different types of proposals requested

Other opportunities to highlight projects

Need more clarification on textile map idea - what is purpose and details

b. **DIRECTOR OF FINANCE**- Dallmeyer

Given earlier by Carol Anderson

c. **DIRECTOR OF PROFESSIONAL DEVELOPMENT & PROGRAMS**- Kato

The Board has made progress on its goals - increasing membership, including college & universities in IFHE - US activities, marketing electronic journal of IFHE, and marking the IYF anniversary

This year's focus might be to encourage IFHE-US members to attend 2014 Council and to highlight the IYF anniversary.

Sharleen will develop this report into an article for the newsletter.

d. **DIRECTOR OF IFHE-US DEVELOPMENT FUND**– McManus (report in Dropbox)

Development fund value was \$125,056 as of April 30, 2013.

Gave one grant of \$5k to India and another grant of \$5k to Nigeria - grant applications go through IFHE development, which makes the selection, then notifies Sharon - grants given on year of Congress (2016). Committee members have been giving in kind contributions - will keep better track of expenditures so future committee members will know how much it costs to operate.

Have registration of 99 for tomorrow's Hispanic Cultural Event. This is the 15th year of holding a cultural evening during the AAFCS Annual Conference.

e. **DIRECTOR OF COMMUNICATIONS** - Kirkley

Newsletters have been emailed and only a few kicked back; Pamela is snail mailing about thirty copies to those who have requested it. She has received positive comments about the newsletter.

Friday, October 4, 2013 is the next due date for newsletter articles.

f. **NOMINATING COMMITTEE**– Anderson for Brittin (report in Dropbox)

Nominations are needed for directors of finance, professional development & programs, and communications. The term of office is 2014-2018. Send ideas to Helen prior to 10/1/13 - before nominating a person, please get their agreement.

g. **COMMUNITY OF GLOBAL PERSPECTIVES** - Burrows

Deborah Tippett will share projects she and her students have been doing in Uganda at Saturday's luncheon. A new chair for the community needs to be elected. A primary goal of the community is to help students develop an international perspective and vision.

Aside - use Dropbox to keep photos of officers thru years or on website?

AAFCS Archives at Cornell has some of IFHE-US records

h. **PRESIDENT**– Anderson (report in Dropbox)

Editor and managing editor of JFCS invited Carol to share IFHE-US information for each issue.

IFHE campaign for IYF anniversary - be thinking - what does IFHE-US do to celebrate?

Ideas - mini international symposium day during AAFCS Annual Conference or host a pre conference?

A symposium embedded within conference would make no extra expense for attendees. Next year's AAFCS conference theme is "Global Gateway to Healthy and Sustainable Families" - seems like a great tie-in for the IYF anniversary.

Hazel Forsyth might be a good speaker for next year, based on her sabbatical activities. What could we do electronically? A webinar? A series of webinars based on the luncheon speakers? Ann Vail and Deborah Tippett? (Contrast between public and private universities) follow up on Facebook? Sharleen will talk with Deborah Tippett about it.

14. **OTHER**-

**Disaster Assistance Partnership (DAP)** report - Warnock

Juanita Mendenhall and IHES initiated idea of helping home economists who have experienced natural disasters - developed a protocol for helping developing countries

Here in Houston's sale table, Ed session on Saturday morning

Others in other countries very supportive of concept

**Policies & Procedures Manual update**- Sharon find it, Debbie type it, group work, Debbie proofread it  
Committee: Mary W (leader), Sharon, Pam, Debbie

**2014 Council Pre and Post Trips**- Janett Gibbs

Pre-council trip to NYC and United Nations; post council trip to Canadian Rockies – a flyer is available

**Project Identify** – Janett Gibbs

The project was about finding women who served in the military. Should Janett's records be archived? Possibly the project should be reinstated since there is renewed interest in women in the military. Something to consider.

**Conference call Board meeting**- Anderson

Timing depends on what needs to happen – plan on November or January

15. **ADJOURN** – The meeting was adjourned at 5:50 pm CDT.

Debbie Nelson

Debbie Nelson, CFCS  
IFHE-US Recorder