



NEW JERSEY FFA ASSOCIATION

New Jersey Department of Agriculture
Office of Agricultural Education
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New Jersey FFA Association

"Illuminate"

TO: State Executive Board Members, NJ FFA Chapter Advisors, Officers and Members

FROM: Myranda Bond, State FFA President
Erin E. Noble, State FFA Specialist
Nancy J. Trivette, State FFA Advisor

DATE: January 5, 2017

RE: State FFA Executive Board Meeting
Monday, January 23, 2017 - 4:00 p.m.
1st Floor NJDA Auditorium, Trenton, NJ

- 4:00 – 6:00 pm – State FFA Association Meeting
- 6:00 pm – 8:00 pm – State Convention Planning

All State Executive Board Members must attend this meeting. If these individuals cannot attend, they should call Mrs. Noble at (609) 984-4380, and give the reason to receive an excused absence. Mr. John Neyhart will fill the teacher representative on the Executive Board, and will have voting power at each meeting in 2016-2017.

AGENDA FOR THE JANUARY STATE MEETING

- I. Opening Ceremonies
- II. Minutes from the December State Meeting
- III. Treasurer's Report
- IV. Guest Introductions and Attendance
- V. Committee Assignments
 - A. Constitution, Bylaws & Program of Activities – Myranda Bond
 - B. Membership & Chapter Relations – Renee Stillwell
 - C. State Leadership Activities – Kelsey Stockton
 - D. State Applications – Jeremy Posluszny
 - E. Career Development Evaluation and Review – Josh Loew
 - F. Horticultural Exposition Evaluation and Review – Zuri Richmond
 - G. State Convention Evaluation – Morgan Rutar
- VI. Parliamentary Procedure Report – Kelsey Stockton

- VII. **Executive Committee Report** – Hannah Mann
- VIII. **Foundation Report** – Jeremy Posluszny
- IX. **Alumni Report** – Morgan Rutar
- X. **Agricultural Education Advisory Council Report** – Renee Stillwell
- XI. **New Jersey Agricultural Society Report** – Myranda Bond
- XII. **New Jersey Association for Agricultural Educators Report** – Mr. John Neyhart
- XIII. **Unfinished Business**
 - A. 212^o Conference (December 10, 2016) – Zuri Richmond
 - B. International Leadership Seminar for State Officers (January 3-17, 2017) – Jeremy Posluszny
 - C. Banquet Speech Workshop (January 26, 2017) – Morgan Rutar
 - D. State Officer Candidates' School (January 28, 2017) – Kelsey Stockton
 - E. State Agriculture Convention (February 7- 9, 2017) – Myranda Bond
 - F. Fuel Up Retreat (February 16-19, 2017) – Josh Loew
 - G. Advocacy and Legislative Leadership Day (February 23, 2017) – Zuri Richmond
 - H. National FFA Week (February 18-25, 2017) – Kelsey Stockton
 - I. Ceremony Practice Schedule – Morgan Rutar
 - J. Team Goal Action Plan – Morgan Rutar
 - K. Chapter Visits – Renee Stilwell
- XIV. **New Business**
 - A. Horticultural Exposition/Floral Design CDE (March 10-11, 2017) – Zuri Richmond
 - B. Statewide Community Service Project – Morgan Rutar
 - C. Agricultural Education/Agriculture Issues Discussion – Kelsey Stockton
 - D. Member of the Month – Hannah Mann
 - E. State Officer Mileage – Josh Loew
- XV. **Closing Ceremonies**

*Next State Meeting – February 6, 2017
4:00 p.m.*

**New Jersey FFA Association
Minutes from December 5, 2016 Meeting**

I. Opening Ceremonies

Myranda Bond called the meeting to order at 4:01 pm. Voting members in attendance were Morgan Rutar, Renee Stillwell, Jeremy Posluszny, Zuri Richmond, Josh Loew, Kelsey Stockton, Hannah Mann, Alyssa Ferraro, and teacher representative, Mr. John Neyhart. State Staff in attendance were Mrs. Erin Noble, Mrs. Nancy Trivette, and Ms. Debra McCluskey.

II. Minutes from November State Meeting

Motion by Renee Stillwell to accept the secretary's report as read.
Seconded by Morgan Rutar. Motion passes.

III. Treasurer's Report

Motion by Jeremy Posluszny to accept the treasurer's report pending audit.
Motion passes pending audit.

IV. Guest Introductions and Attendance

No Guests were in attendance.

Motion by Morgan Rutar to excuse Tyler Kohlhaas for the remainder of the year due to school.
Morgan Rutar withdrew her motion. Motion withdrawn

Motion by Morgan Rutar to excuse Tyler Kohlhaas for all the upcoming meetings next semester due to school.
Seconded by Kelsey Stockton. Motion passes.

Motion by Morgan Rutar to give Tyler Kohlhaas an excused absence for today's meeting due to car trouble immediately before today's meeting.
Seconded by Hannah Mann. Motion passes.

Morgan Rutar assumed the duties of the chair.

V. Committee Assignments

A. Constitutions, Bylaws, & Program of Activities

The committee met on December 2 to review the committee goals and go over the POA and Constitution and Bylaws. For the constitution and bylaws, the committee recommended adding "gender identity" after sex and adding sexual orientation to Article 3, Section B to make the statement more inclusive. They also recommended taking out Collegiate FFA in Article 4, Section G because it is redundant and makes the alumni more complicated, plus we don't have collegiate FFA in New Jersey. Additionally, the committee recommended that it be necessary for every chapter to send in an updated chapter constitution every year by December 1 in Article 1, Section C. Lastly, the committee recommended replacing AG Career Network with My FFA in Article 1, Section C of the bylaws. For the POA, the committee recommended adding a #4 with Industry Visits for Organizational Relationships. Additionally the committee recommends striving to be better with #2 in Guest Speaker attending meetings.

Motion by Myranda Bond to accept the Constitution, Bylaws and Program of Activities committee report as read.

Motion had an implied second. Motion passes.

B. Membership & Chapter Relations

The committee met on November 29 via Google Hangouts. The committee recommended state officers follow up with the chapters they visit beyond a thank you card using the guidelines established by the committee. The committee also recommended state officers getting to know their chapters better before a chapter visit to be able to tailor their workshops to their needs, along with discuss any CDEs, leadership conferences, or other events that the chapter should get involved with. Additionally the committee recommended the creation of a blue jacket program in which chapters would apply to win a set of jackets for their chapter, similar to the set-up of the Blue Jackets Bright Futures program. Lastly, the committee recommended the creation of an Official Dress Second-Hand Drive for the collection of non-jacket clothing for chapters whose members cannot afford formal clothing for FFA Official Dress.

Motion by Renee Stillwell to accept the Membership and Chapter Relations committee report as read.

Motion had an implied second. Motion passes.

C. State Leadership Activities

No report.

D. State Applications

The committee met on December 2 via Google Hangouts. They recommend that the Advisor of the year application be split into two separate applications; the Advisor of the year and the Ag Educator of the year. The committee also recommended that the New Jersey FFA Association purchase a subscription to Squarespace website hosting service, along with a domain name for the purpose of hosting a mobile friendly site not only for convention, but also for the rest of the year, which would help cut costs of printing programs for state convention.

Motion by Jeremy Posluszny to accept the State Applications committee report as read.

Motion had an implied second. Motion passes.

E. Career Development Evaluation and Review

No report.

F. Horticulture Exposition Evaluation and Review

No report.

G. State Convention Evaluation

No report.

Myranda Bond reassumed the duties of the chair.

VI. Parliamentary Procedure Report

Rescind is a motion that cancels a motion previously made. This motion needs a second, it is debatable, and is also amendable. If notice is given of this motion before a meeting, it requires a majority vote; however, if no notice is given, the motion would require a two-thirds vote.

VII. Executive Committee Report

Executive Committee member Alyssa Ferraro had all the state officers share two things that they are thankful for. This served as a reminder that moving forward we need to remember these things that we are thankful for so that it will drive us during our low points and high points for the remainder of our year of service.

VIII. Foundation Report

The next meeting will be held on January 10 at 6:00 pm.

IX. Alumni Report

The next meeting will be held on December 14 at 6:00 pm.

X. Agricultural Education Advisory Council Report

No report.

XI. Agricultural Society Report

Kelsey Stockton attended the last meeting for the New Jersey Ag Society. They voted to continue sponsoring the New Jersey FFA Chapter Challenge and also voted to give each New Jersey ILSSO attendee \$50 towards the cost of their trip. All the state officers are invited to their annual gala and will be recognized there. The next meeting will be held on January 25 at the Rutgers Eco Complex.

XII. New Jersey Association of Agriculture Educators

The NAAE national convention was held in Las Vegas this past weekend. A few highlights for the convention included Dr. Robin McLean is now the Region 6 Secretary, Mrs. DiTizio was recognized as a Teacher Turn the Key recipient, and New Jersey had four representatives present at the convention. ACTE membership is currently on the rise. This convention was the largest NAAE convention ever held. This Saturday the NJAAE will have a part in the 212° Conference through the Teach Ag Recruitment Event.

XIII. Unfinished Business

A. New Jersey Farm Bureau Convention

Myranda Bond attended the New Jersey Farm Bureau Convention on November 15 and spoke to the delegate body. She also was privileged to hear the recommendations towards their resolutions and was able to see parliamentary procedure in action.

B. Fall Career Development Events

Fall CDEs were held on November 17 at Rutgers University. The first place teams included Union County for Fruits and Vegetables, Belvidere for Milk Quality and Products, Monmouth County for Turf Management, and Belvidere for Land Judging. Congratulations to all!

C. 212° Conference

The 212° Conference will be held this Saturday, December 10 from 8:30 am to 6:30 pm at Rutgers University. Connecticut State Officers will also be joining us at the conference. State Officers will be meeting at 7:30 am at the Cook Student Center in official dress, prepared to help the national facilitators throughout the day.

D. Holiday Party

Our holiday party will be held next Monday, December 12 at Mrs. Trivette's house, immediately following the December work session. Please remember to bring your food contribution and the gift for your secret Santa. We will also be having an ugly sweater contest, so bring your worst!

E. International Leadership Seminar for State Officers

The fourth and final payment for ILSSO is due December 15, with the total cost being \$1,680. The final day that donations received by the Foundation that can be applied to this payment is December 8. The schoology.com course work has been completed for almost two weeks now, and state officers who participated are still waiting for final grades on their course work and scholarships. There are only twenty-eight days until the trip.

F. State Officer Candidates' School

SOCS will be held on January 28, at a confirmed new location at South Hunterdon. Outlines for state officer workshops were sent to Mrs. Noble today, along with any revisions for the invitation. A revised list of members to invite is in the folders.

G. Team Goal Action Plan

Each officer shared their goal and any progress made on their respective goal.

H. Chapter Visits

Please see the updated list of when chapter visits will be or already have taken place. State Officers are reminded to contact Mrs. Noble with any changes or adjustments to when chapter visits are planned. Please remember to post on social media after every visit, and to ensure what you're posting is relevant and significant to what you did at your chapter visit. Also remember that we can post on other social media outlets, besides just Facebook.

XIV. New Business

A. Event Cost Analysis

For both events, the cost analysis sheets were provided in the folders.

a. Horticultural Exposition

There is a suggested registration fee of \$5.00 which is the same as last year.

Motion by Jeremy Posluszny to set the registration price for the Horticultural Exposition to \$5.00.

Seconded by Morgan Rutar. Motion passes.

b. Advocacy & Legislative Leadership Day

There is a suggested registration fee of \$28.00 per student which is a \$1 increase over last year.

Motion by Jeremy Posluszny to approve the \$28.00 cost for Advocacy and Legislative Leadership Day 2017 as laid out in the cost analysis.

Seconded by Kelsey Stockton. Motion passes.

B. Banquet Speech Workshop

The banquet speech workshop will be held at the Rutgers Eco Complex on January 26. All state officers' parents and advisors will be invited to attend. The outlines for everyone's speeches are due December 12.

C. State Agriculture Convention

At the State Agriculture Convention, Myranda Bond will have the opportunity to speak to the convention delegates. All the New Jersey state officers are planning on attending the event.

D. Fuel Up Retreat

The tentative schedule for the retreat can be found in the folders. The convention planning retreat will be held on February 16 through February 19 at a beach house in North Wildwood.

E. National FFA Week

FFA week is February 18-25. The Thursday of that week is when the Advocacy and Legislative Leadership Day event will be held. Also during this week, Myranda Bond and Morgan Rutar will be attending the Delaware Valley University Leadership Day event. State officers are reminded to be available for at least one day that week to go to a chapter event.

F. Advocacy and Legislative Leadership Day

The theme for ALLD is ProAGtive. During this event, members will participate in a scavenger hunt, career fair, one large group workshop, and then be split up into one of three other smaller workshops.

G. Ceremony Practice Schedule

The Honorary Garden State Degree ceremony was practiced at the November work session. State Degree ceremony is due to be memorized at next week's December work session. The Installation of Officers ceremony must be memorized for the January work session. Lastly the Blue Jackets ceremony will be memorized by February.

H. Agricultural Education Issues Discussion

There is a growing need for potable water in the world, along with a rising demand for political and public changes towards this problem. Agriculture is the number one source of water usage in America, so we will be facing a crisis in the future.

I. Member of the Month

Motion by Hannah Mann to select Brian Gerges from the Hackettstown FFA Chapter as the December member of the month.

Seconded by Jeremy Posluszny. Motion passes.

J. State Officer Mileage

The mileage report was provided in the folders. State Officers are reminded that miles are due by 2:00 pm prior to each State Board Meeting in order to be eligible for compensation.

The meeting was adjourned at 5:46 pm.

NJ FFA Association Monthly State Meetings - General Ledger

As of November 30, 2016

Type	Date	Name	Memo	Split	Original Amount	Paid Amount	Balance
FFA							32,585.36
Check	11/01/2016	Clay Ewell Educational...	scantions for Fall CDEs	P2 (CDEs - Expense)	-357.00	-357.00	32,228.36
Deposit	11/03/2016		Deposit	-SPLIT-	886.00	886.00	33,114.36
Check	11/04/2016	Crowne Plaza	refund from Rutar's polo shirt (wrong size)	P4 State Officers (Income)	26.05	26.05	33,140.41
Check	11/04/2016	The Westin	hotel room for Alurnni facilitators (reim fro...	P5 (LEAD - Expense)	-136.85	-136.85	33,003.56
Check	11/04/2016	Hard Rock Cafe	hotel room for SOs Richmond & Stockton...	P7 (National Conven. - Expense)	-749.03	-749.03	32,254.53
Check	11/14/2016	Crowne Plaza	Welcome Breakfast - final payment	P7 (National Conven. - Expense)	-924.00	-924.00	31,330.53
Check	11/14/2016	Crowne Plaza	hotel room for SOs	P5 (LEAD - Expense)	-273.70	-273.70	31,056.83
Check	11/14/2016	Crowne Plaza	hotel room for SOs	P5 (LEAD - Expense)	-273.70	-273.70	30,783.13
Check	11/14/2016	The Westin	hotel room for SOs	P5 (LEAD - Expense)	-273.70	-273.70	30,509.43
Check	11/14/2016	Crowne Plaza	hotel room for SOs Postuszny & Loew (sh...	P7 (National Conven. - Expense)	-680.94	-680.94	29,828.49
Check	11/14/2016	Big E Planning Com...	hotel room for SOs Bond, Rutar & meals for SOs	P7 (National Conven. - Expense)	-1,588.86	-1,588.86	28,239.63
Check	11/15/2016		Big E CDEs	P5 (LEAD - Expense)	-338.31	-338.31	27,901.32
Deposit	11/18/2016		Deposit	-SPLIT-	800.00	800.00	28,601.32
Deposit	11/21/2016		Deposit	-SPLIT-	6,875.00	6,875.00	35,476.32
Deposit	11/30/2016		Deposit	-SPLIT-	8,650.00	8,650.00	44,126.32
Total FFA					11,540.96	11,540.96	44,126.32
TOTAL					11,540.96	11,540.96	44,126.32

NJ FFA Association FFA Monthly Budget Summary November 2016

	Nov 16	Jul - Nov 16	\$ Under/Over Budget	Annual Budget
Income				
Deposit	0.00	29,508.91		
P1 Dues/Memberships (Income)	15,975.00	30,350.00	-19,650.00	50,000.00
P2 CDEs (Income)	171.00	1,258.00	-3,242.00	4,500.00
P3 General Supplies (Income)	0.00	0.00	0.00	0.00
P4 State Officers (Income)	31.05	196.97	-908.03	1,105.00
P5 LEAD (Income)	1,024.00	14,703.00	-2,247.00	16,950.00
P6 State Convention (Income)	0.00	14,345.18	-51,431.82	65,777.00
P7 National Convention (Income)	0.00	3,445.00	-1,670.00	5,115.00
P8 Horticulture Expo (Income)	0.00	180.00	-5,030.00	5,210.00
P9 NLC SO (Income)	0.00	0.00	0.00	0.00
P10 Leadership Event (Income)	0.00	0.00	-3,740.00	3,740.00
Total Income	17,201.05	93,987.06	-58,409.94	152,397.00
Expense				
P1 (Dues/Memberships-Expense)	0.00	1,013.00	-13,422.00	14,435.00
P2 (CDEs - Expense)	357.00	1,459.92	-7,083.58	8,543.50
P3 (General Supplies - Expense)	0.00	877.00	-1,198.00	2,075.00
P4 (State Officers - Expense)	0.00	3,950.82	-4,989.68	8,940.50
P5 (LEAD - Expense)	1,296.26	16,731.94	-2,843.06	19,575.00
P6 (State Convention - Expense)	0.00	65,973.09	-3,694.91	69,668.00
P7 (National Conven. - Expense)	4,042.83	6,107.83	-4,787.17	10,895.00
P8 (Hort Expo - Expense)	0.00	0.00	-7,535.00	7,535.00
P9 (NLC SO - Expense)	0.00	2,833.00	0.00	2,833.00
P10 (Leadership Event-Expense)	0.00	0.00	-7,897.00	7,897.00
Total Expense	5,696.09	98,946.60	-53,450.40	152,397.00
Net Income	11,504.96	-4,959.54	-4,959.54	0.00

Committee Report
(SUBMIT TO STATE SECRETARY)

Date: 12-Dec-16

Committee: Constitution, Bylaws, and Program of Activities

Committee Members Present:

Hannah Mann, Jeremy Posluszny

Absent:

Ms. Heritage and Josh Loew

Purpose of Meeting:

To go over goals and the POA and By-Laws and Constitution.

Recommended Action(s):

Look over the POA and Constitution/By-Laws:
 Article 3/ Section B.) adding "gender identity" after sex and adding sexual orientation. This makes the statement more inclusive. Sociate economic statis.
 Article 4/Section G.) Recommend taking out Collegiate FFA. Redundant and makes the alumni more complicated. We don't really have it in NJ.
 Article 1/Section C (By-Laws): Adding 7 and making sure that every chapter send in an updated chapter constitution every year by December 1st.
 Article 1/Section C (By-Laws): Replace AG Career Network with My FFA.
 POA:
 Organizational Relationships: Add a #4 with "Industry Visits" Work on striving to be better with #2 with Guest Speakers attending meetings.

Comments:

The next meeting will be before state convention to put together a committee report.

Myranda M. Bond
Chairperson

Hannah Mann
Secretary

Committee Report
(SUBMIT TO STATE SECRETARY)

Date: November 29, 2016

Committee: Membership and Chapter Relations

Committee Members Present:

Renee Stillwell, Jeremy Posluszny, Myranda Bond, Hannah Mann

Absent:

Ms. Laura Pinhas

Purpose of Meeting:

To further discuss the expectations and goals of the committee and evaluate progress, establish new recommendations for post-chapter-visit correspondence, develop new ideas to benefit the chapters and members, and approve recommendations to the board.

Recommended Action(s):

The committee recommends: (I) That State Officers follow up with the chapters that they have visited, beyond their thank yous, with the guidelines created and shared by the committee; (II) that State Officers get to know their assigned chapters before they visit in order tailor recommendation of events, programs, and CDEs for the members; (III) that the Executive Board approve the creation of a Chapter Jacket Set Program (or Blue Jackets Bright Futures on a Chapter Level) to establish a grant that would provide the winning chapter a set of jackets through National FFA; (IVa) that the Executive Board approve the creation of an Official Dress Second-Hand Drive for the collection of non-jacket clothing for chapters whose member cannot afford formal clothing; (IVb) that the Second-Hand program be run in partnership with the Alumni to keep information confidential from the student board.

Comments:

1)The Chapter Jacket Set Program would consist of an application process similar to Blue Jackets, Bright Futures and be limited to one application per chapter with the condition that a winning chapter cannot reapply after a certain number of years. 2)The Second-Hand Donation Program would be based on chapter/local donations that were catalogued and brought to State Convention. There the Alumni would sort the apparel and would work with the State Staff to ensure chapters in need would be able to go through the "shop." Only the advisor would be able to request clothing in an effort to keep confidentiality.

Renee Stillwell
Chairperson

Jeremy Posluszny
Secretary

Committee Report
(SUBMIT TO STATE SECRETARY)

Date: Friday, December 2, 2016

Committee: Committee on State FFA Applications

Committee Members Present:

Jeremy Posluszny, Chairman
Kelsey Stockton, Vice Chairwoman
Renée Stillwell

Absent:

Alyssa Ferraro
Keely DiTizio

Purpose of Meeting:

To review the a) Member of the Month, b) Nominating Committee, c) National Convention Scholarship, d) Advisor of the Year, and e) Blue Jackets, Bright Futures applications and, discuss the opportunity of using electronic means to replace paper booklets at State Convention.

Recommended Action(s):

1. That the Advisor of the Year application be divided into a) the FFA Advisor of the Year Application and b) the Ag Educator of the Year Application, due to the fact that not all FFA Advisors directly teach agricultural education every year, as well as, not all agricultural educators serving as FFA Advisors. The separation of the two categories would allow for applicants who are dissociated from either criteria.

2. That the New Jersey FFA Association purchase a subscription to Squarespace website hosting service, as well as, a domain name (www.newjerseyffa.org) for the purpose of hosting a mobile friendly site for not only convention, but throughout the year as well.

The purchase would consist of:

---Description---	---Qty---	---Price---	---Total---
1x Squarespace Business Subscription	x12	@ \$18.00	\$ 216.00
1x Domain name (annual)	x1	@ \$20.00	\$ 20.00

TOTAL \$ 236.00 per year

Comments:

A native IOS and Android app for State Convention would cost anywhere from hundreds to thousands of dollars based on time and scope. A Squarespace Website can adapt to mobile landscapes and is one of the best website hosting companies. While expensive, the cost of the website app (web app) is far less than the thousand dollar reduction in 'Printing of Programs' line of the budget. It also cancels out the expense expected from JofForm that was taken by the Dept. of Ag. Ed. A website, that can also sub as a web app for state convention, can be used throughout the entire year making it a much more compelling expenditure than a once per year app. The website will also allow for easier access to members and potential sponsors.


Jeremy D. Posluszny, Chairman


Kelsey Stockton, Vice Chairwoman & Secretary