



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: June 27, 2016

RE: State FFA Executive Board Meeting
Monday, July 11, 2016 - 9:00 a.m.
1st Floor NJDA Auditorium, Trenton, NJ

- 9:00 am – 11:00 am – State FFA Executive Board Meeting
- 11:15 am – 12:15 pm – Parliamentary Procedure Workshop
- 12:30 pm – 1:00 pm – Lunch
- 1:15 pm – 2:15 pm – Building Relationships Workshop
- 2:30 pm – 4:30 pm – Committee Work Workshop

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 JULY STATE MEETING

- I. Opening Ceremonies**
- II. Minutes from the June 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. Unfinished Business**
 - A. Chapter Banquets – Tyler Kohlhaas
 - B. State Officer Leadership Training (June 11-12, 2016) – Josh Loew
 - C. Alumni Golf Tournament (June 28, 2016) – Zuri Richmond
 - D. BLAST Off (June 29-July 1, 2016) – Jeremy Posluszny
 - E. State Presidents’ Conference (July 25-30, 2016) – Morgan Rutar
 - F. National Leadership Conference for State Officers (July 31-August 4, 2016) – Jeremy Posluszny
 - G. 360 Training (August 4-6, 2016) – Josh Loew
 - H. Summer CDEs
 - a. Safe Tractor Operations Event (July 19, 2016) – Renee Stillwell
 - b. Horse Evaluation (July 20, 2016) – Kelsey Stockton
 - c. Dairy Handlers (July 23, 2016) – Zuri Richmond
- XII. New Business**
 - A. Philadelphia Society for Promoting Agriculture – Morgan Rutar
 - B. 89th National FFA Convention (October 19-22, 2016)
 - a. Flag Bearer – Kelsey Stockton
 - b. Delegates – Morgan Rutar
 - c. State Booth – Josh Loew
 - d. State Suite – Renee Stillwell
 - e. Recognition Program – Jeremy Posluszny
 - C. State Them T-Shirt and Thank You Gift – Zuri Richmond
 - D. Eastern States Exposition – Kelsey Stockton
 - E. Agricultural Education Issues Discussion – Renee Stillwell
 - F. State Officer Mileage- Josh Loew
- XIII. Closing Ceremonies**

*Next State Meeting- August 8, 2016
New Jersey Department of Agriculture, Auditorium
9:00 a.m.*

**New Jersey FFA Association
Minutes from June 6, 2016 Meeting**

I. Opening Ceremonies

Myranda Bond called to order at 4:05 pm. Voting members in attendance were Morgan Rutar, Renee Stillwell, Jeremy Posluszny, Zuri Richmond, Josh Loew, Kelsey Stockton, Hannah Mann, Tyler Kohlhaas, and Mr. John Neyhart. State Staff in attendance were Mrs. Erin Noble, Mrs. Nancy Trivette, and Ms. Debra McCluskey.

II. Minutes from May State Meeting

Motion by Renee Stillwell to accept the secretary's report as read.
Seconded by Jeremy Posluszny. 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

Mr. Neyhart, State Executive Board Teacher Representative from Monmouth County Vocational School was introduced to the new State Officer team.

Morgan Rutar assumed the duties of the chair.

V. Committee Assignments

A. Constitutions, Bylaws, & Program of Activities

This committee is responsible for reviewing the current constitution, bylaws, and Program of Activities and ensuring current Association practices are in accordance with these documents. Myranda Bond will be chair.

B. Membership & Chapter Relations

This committee connects with members, assigns chapter visits, and promotes events. They also regulate and update all social media accounts for the Association. In addition, this committee ensures that all chapters meet the outlined criteria to maintain their charters. Renee Stillwell will be chair.

C. State Leadership Activities

This committee meets prior to and after all leadership events and evaluates the activities in relation to the Member Evaluation sheets, making improvements and changes in regard to relevance as necessary. Kelsey Stockton will be chair.

D. State Applications

This committee reviews and revises all applications, editing criteria and necessitation of applications in regards to relevance and current Chapter and Association needs. The committee also serves as judges for applications and

presents reports of nominations for the recipients of various awards and honors. Jeremy Posluszny will be chair.

E. Career Development Evaluation and Review

This committee evaluates Career Development Events (CDEs) with Member Evaluation sheets and implements improvements as needed. This committee is responsible for ensuring that all CDEs meet the needs of members in relation to the current agriculture industry and participation. Josh Loew will be chair.

F. Horticultural Exposition Evaluation and Review

This committee revises the Horticulture Exposition and Floral Design CDE through member suggestions and ensures that all classes are relevant to the current industry and interest of members. The chair of this committee assists the Floral Design CDE Coordinator during the competition. Zuri Richmond will be chair.

G. State Convention Evaluation

This committee implements changes to State Convention to meet member needs by reviewing feedback and member evaluations. The committee also researches and contacts guest speakers for the event. Morgan Rutar will be chair.

Myranda Bond reassumed the duties of the chair.

VI. Parliamentary Procedure Report

A main motion is used to introduce business to the membership floor during a meeting. When making a main motion, begin with the phrase "I move to" or "I move that" and state the motion in concise and unambiguous language, providing information that is relevant to the subject. Main motions require a second, can be debated and require a majority vote, or 51% of the voting membership in attendance, to pass.

VII. Executive Committee Report

The Executive Committee is a volunteer board of immediate past State Officers who serve as mentors for the current year's State Officers and provide them with guidance and advice. The Executive Committee encouraged the State Officer team to take advantage of all opportunities available this year, reminding the team that once these opportunities pass, they cannot be taken again. The executive committee also gave each state officer puzzle piece to remind them that they are only a team when working together.

VIII. Foundation Report

The NJ FFA Foundation is a separate entity comprised of a board of volunteers that is responsible for soliciting donations from donors and sponsors, providing financial resources to the Association and making investment decisions to

benefit the members and grow various funds and programs. The Foundation meets quarterly on the second Tuesday of the month. The next meeting will be July 12 at 1pm 6pm in the Board Room on the first floor of the New Jersey Department of Agriculture.

IX. Alumni Report

The NJ FFA Alumni Association is a volunteer board of supporters that provide training for State Officers and fundraising events for the Association, including the Alumni Golf Tournament and the 5K. The Alumni meets on the second Wednesday of every other month. The next meeting will be June 8 at 6 pm in the Board Room on the first floor of the New Jersey Department of Agriculture.

X. Agricultural Education Advisory Council Report

The Agricultural Education Advisory Council is a board of Agricultural Education leaders that discuss current issues in agriculture and make recommendations to the NJ Department of Agricultural Education based on industry needs. The Council meets twice a year; during the State Agriculture Convention and the State FFA Convention. The next meeting will be in February.

XI. New Jersey Ag Society

The New Jersey Ag Society is comprised of prominent members of NJ Agriculture working to promote the industry within the state, through programs such as Farmers Against Hunger, which provides produce for those who are food insecure and Learning Through Gardening, which teaches elementary students about agriculture. The Society is currently trying to increase relations with the NJ FFA Association and meets on the first Wednesday of every other month. The next meeting will be July 6 at 6pm at the Rutgers Eco Complex.

XII. Unfinished Business

A. State Convention Review

Approximately 625 members and guests attended the 2016 NJ FFA State Convention held from May 25 to May 27 at Monmouth University. General consensus from members indicates that the event was fun and enjoyable and all sessions ran smoothly. We are still awaiting more convention evaluation forms.

B. H.O. Sampson Chapter Recognition

The H.O. Sampson Award recognizes chapters for their participation in Career Development Events. The awards, bronze, silver, and gold, were presented to the recipients at State Convention.

C. Honorary American Degree Nominations

The Honorary American Degree is the highest honor available in the National FFA Organization and is awarded to supporters who helped impact the State and National Association.

Motion by Jeremy Posluszny to nominate Ryck Suydam, Kristina Guttadora and Mark Biedron to receive the Honorary American Degree.

Seconded by Kelsey Stockton. Motion passes.

Motion by Tyler Kohlhaas to nominate Kim Szulecki (Ocean County Advisor) to receive the Honorary American Degree for teachers.

Seconded by Morgan Rutar. Motion passes.

D. Chapter Banquets

The list of Chapter Banquets, including their date, time, location, and the State Officer and/or State Staff that will be attending can be found in the folders provided. State Officers should be in contact with the chapters to confirm times and locations, as well as clarify expectations.

E. Summer CDEs

a. Safe Tractor Operations Event

The Safe Tractor Operations Event will be held on July 19 at the Burlington County Fairgrounds. Registration will be at 1:30 pm and the event will commence at 2:00 pm. State Officers in attendance will be Myranda Bond and Renee Stillwell.

b. Horse Evaluation Career Development Event

The Horse Evaluation Career Development Event will be held on July 20 at the Burlington County Fairgrounds. Registration will be at 8:30 am and the event will commence at 9:00 am. State Officers in attendance will be Kelsey Stockton and Morgan Rutar.

c. Diary Handlers Activity

The Diary Handlers Activity will be held on July 23 at the Burlington County Fairgrounds. Registration will be at 8:30 am and the event will commence at 9:00 am. State Officers in attendance will be Jeremy Posluszny and Zuri Richmond

XIII. New Business

A. State Officer Leadership Training

The Alumni is hosting State Officer Leadership Training (SOLT) on June 11 at 8:30 am until June 12 at 6:00pm at the Rutgers EcoComplex. This conference will provide State Officers with the training necessary to complete the year, as well as develop team bonding. This year's theme is "Get your Game On". More information on the event can be found on the gold sheet provided in the folders. State officers are reminded that we will be picking our state theme and to begin gather ideas prior to attending.

B. Alumni Golf Tournament

The NJ FFA Alumni Association will be hosting the 15th Annual Alumni Golf Tournament in honor of Frank Yesalavich on June 28 at the Gambler Ridge Golf Course in Cream Ridge, NJ, with registration beginning at 11:30am. Participants will be competing in teams of four for prizes such as Longest Drive, Closest to the Pin, Best Foursome, and Best Effort. The cost for participation is \$130; those who do not wish to participate can donate to the Alumni as sponsors. This event is critical in raising funds for the Alumni so they may provide State Officers with the necessary support. Each State Officer is highly encouraged to participate themselves.

C. BLAST OFF

Building Leaders and Strong Teams of Officers (BLAST OFF) will be hosted by the NJ FFA Alumni Association from June 29 to July 1 at the Lamb House of the Horse Park of New Jersey in Allentown, NJ. The event will consist of three days of team building activities for the State Officer team. State Officers are reminded that they must bring 5-6 items for the "Me in a Box" activity.

D. Code of Ethics

Provided in the folders are copies of the Code of Ethics signed by all State Officers as a part of the State Officer application. The Code of Ethics outlines behavioral expectations of all officers to ensure they remain positive role models and properly represent the over 2,660 NJ FFA members. State Officers *must* adhere to this document.

E. Select State Representatives to the Organization

a. State FFA Alumni

New Jersey FFA Alumni representative will be Morgan Rutar and the alternate representative will be Kelsey Stockton.

b. State FFA Foundation

New Jersey FFA Foundation representative will be Jeremy Posluszny and the alternate representative will be Myranda Bond. The Executive Committee representative will be Tyler Kohlhaas and the Executive Committee alternate representative will be Hannah Mann.

c. Agricultural Education Advisory Council Report

Agricultural Education Advisory Council representative will be Josh Loew and the alternate representative will be Renee Stillwell. The Executive Committee representative will be Hannah Mann and the Executive Committee alternate representative will be Tyler Kohlhaas.

d. New Jersey Ag Society

New Jersey Agricultural Society representative will be Myranda Bond and the alternate representative will be Zuri Richmond.

F. Establish Policies

a. Travel Policies

State Officers and Executive Committee members must record all FFA-related miles (as outlined in the Travel Policy) and submit the mileage reports monthly in order to be eligible for compensation. All State Officers are encouraged to carpool.

Motion by Morgan Rutar to accept the Travel Policy as written.

Seconded by Hannah Mann. Motion Passes.

b. State Officer Attendance Policy

State Officers are allowed two unexcused absences from state events and Executive Committee members are allowed four unexcused absences. The qualifications for an excused absence are detailed in the provided policy.

Motion by Morgan Rutar to accept the State Officer Attendance Policy as presented.

Seconded by Josh Loew. Motion passes.

c. Executive Committee Attendance Policy

Executive Committee members are permitted four unexcused absences and shall be reimbursed for travel to official activities in accordance with the NJ FFA Association Travel Policy. Executive Committee members are encouraged to advise current State Officers with wisdom and knowledge gained from their previous year of office.

d. Social Media Policy

All State Officers and Executive Committee members must conduct their social media pages in a professional and respectable manner. All Executive Board members in attendance signed the Social Media Policy and returned the forms to the state.

Motion by Morgan Rutar to accept the Executive Committee Attendance Policy and Social Media Policy as presented.

Seconded by Renee Stillwell. Motion passes.

G. State Presidents' Conference

Myranda Bond and Morgan Rutar will attend the State Presidents' Conference (SPC) from July 25 to July 30 in Alexandria, Virginia on behalf of New Jersey as they meet various Congressional Leaders on Capitol Hill. This conference will begin their process to become New Jersey's Leadership Delegates for the 2016 National FFA Convention in Indianapolis, Indiana.

H. National Leadership Conference for State Officers

The National Leadership Conference for State Officers, or NLCSO, is a five day event with a National FFA Officers, two National Facilitators and five other teams of State Officers, which will help build teamwork and develop their

leadership skills. The New Jersey FFA State Officers are reminded that NLCSO will immediately run into 360 Training. NLCSO will be held from July 31 to August 4 in West Virginia.

I. 360 Training

360 Training will commence immediately following NLCSO, from August 4 to August 6. This training will help State Officers learn about workshops which we will present at LEAD in October.

J. Agricultural Education Issues Discussion

This month Dartmouth college scientist discovered that marine microalgae can completely replace the wild fish oil currently used to feed tilapia which is the second most harmed fish in the US. Small ocean caught fish are usually over-fished to supply the oil used in aquaculture facilities. That being said the ability to use microalgae instead plays a role in developing sustainable fish-free fed aquaculture facilities.

K. Member of the Month

Motion by Hannah Mann to accept Ariel Norbeck from the Cape May Tech FFA Chapter as the June Member of the Month.

Seconded by Jeremy Posluszny. Motion passes.

L. 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 6:38 pm.

NJ FFA Association FFA Monthly Budget Summary May 2016

	May 16	Jul '15 - May 16	\$ Under/Over Budget	Annual Budget
Income				
Opening Balance	0.00	62,563.84		
P1 Dues/Memberships (Income)	4,950.00	47,733.00	-2,267.00	50,000.00
P2 CDE's (Income)	9.00	2,133.00	-2,367.00	4,500.00
P3 General Supplies (Income)	0.00	0.00	0.00	0.00
P4 State Officers (Income)	0.00	170.11	-934.89	1,105.00
P5 LEAD (Income)	0.00	11,667.00	-8,223.00	19,890.00
P6 State Convention (Income)	7,309.60	30,245.65	-38,004.35	68,250.00
P7 National Convention (Income)	0.00	4,972.91	67.91	4,905.00
P8 Horticulture Expo (Income)	0.00	835.00	-4,665.00	5,500.00
P9 NLCSO (Income)	0.00	0.00	0.00	0.00
P10 Leadership Event (Income)	54.00	7,521.20	2,396.20	5,125.00
Total Income	12,322.60	167,841.71	8,566.71	159,275.00
Expense				
P1 (Dues/Memberships-Expense)	0.00	14,425.00	-105.00	14,530.00
P2 (CDE's - Expense)	2,594.70	4,990.01	-3,185.99	8,176.00
P3 (General Supplies - Expense)	0.00	3,116.94	-2,141.06	5,258.00
P4 (State Officers - Expense)	0.00	9,955.40	-1,467.60	11,423.00
P5 (LEAD - Expense)	0.00	12,465.58	-9,749.42	22,215.00
P6 (State Convention - Expense)	1,080.14	69,695.62	-1,572.38	71,268.00
P7 (National Conven. - Expense)	0.00	6,217.45	-3,365.55	9,603.00
P8 (Hort Expo - Expense)	0.00	5,207.51	-2,362.49	7,570.00
P9 (NLCSO - Expense)	0.00	2,258.64	-111.36	2,370.00
P10 (Leadership Event-Expense)	0.00	8,709.65	1,847.65	6,862.00
Total Expense	3,674.84	137,041.80	-22,233.20	159,275.00
Net Income	8,647.76	30,799.91	30,799.91	0.00

1:55 PM

June 3, 2016
Cash Basis

NJ FFA Association Monthly State Meetings - General Ledger As of May 31, 2016

Type	Date	Name	Memo	Split	Original Amount	Paid Amount	Balance
FFA							
Deposit	05/02/2016		Deposit		1,656.70	1,656.70	18,798.45
Check	05/05/2016	Rutgers University	final payment for University Inn - Vet Scien...	-SPLIT-	-800.00	-800.00	20,455.15
Check	05/05/2016	Rutgers University	photocopies for Vet Science CDE	P2 (CDE's - Expense)	-13.50	-13.50	19,655.15
Check	05/05/2016	Staats	convention ribbons (nom com)	P6 (State Convention - Expense)	-28.20	-28.20	19,641.65
Deposit	05/06/2016		Deposit	-SPLIT-	8,913.75	8,913.75	19,613.45
Check	05/10/2016	National FFA Organiz...	state convention awards	P6 (State Convention - Expense)	-1,051.94	-1,051.94	28,527.20
Check	05/12/2016	Rutgers University	Spring CDE - Ag Sales & Floriculture	P2 (CDE's - Expense)	-1,781.20	-1,781.20	27,475.26
Deposit	05/17/2016		Deposit	-SPLIT-	4,202.20	4,202.20	25,694.06
Deposit	05/18/2016		Deposit	-SPLIT-	25.00	25.00	29,896.26
				Undeposited Funds			29,921.26
Total FFA					11,122.81	11,122.81	29,921.26
TOTAL							