

GACAA Board Meeting Minutes

Virtual - Zoom

August 9, 2023

Board Present – Brenda Jackson (President), Andrew Sawyer (Vice President), Guy Hancock (Treasurer), Justin Shealey (Past President), Gibson Priest (NW), Hailey Partain (NW), Robyn Stewart (NE), Shanna Reynolds (NE), Justin Hand (SW), Kim Post (SW), Scout Carter (SE), Colby Royal (SE), Ted McAvoy (SS)

Absent: Lucy Ray (President-Elect), Madison Luke (Secretary), Wes Smith (GOTCAA), Simer Virk (SS)

Guests: Paula Burke, Ashley Best, Eddie Ayers

Proceedings:

Meeting called to order at 9:20 AM by Brenda Jackson

Invocation given by Justin Shealey

Officer Updates:

Secretary Report by Madison Luke – Previous board meeting minutes were emailed to the board prior to meeting for review. There were no questions or comments about the previous meeting minutes.

Motion to dispense the reading and accept the submitted meeting minutes with no changes was made by Kim Post

Motion was seconded by Robyn Stewart

Treasurer Report by Guy Hancock – Financial documents were emailed to the board prior to the meeting for review. The current checking account balance is \$35,006.56. There is \$21,246.75 in the 37-month Farm Bureau-CD. There is \$65, 848.09 in the 62-month Farm Bureau-CD. There is \$72,532.89 in the First State Bank of Blakely-CD. There is \$76,628.42 in the GA 4-H Foundation Endowment fund.

During the last board meeting, we discussed moving the CD in the First State Bank of Blakely to somewhere new due to the low interest rate offered to renew. We also discussed the potential of placing a bid to host NACAA in 2028. Because of this, Guy suggested putting this CD in a 24-month lease, like we are going to theoretically host NACAA in 2028, so we will be covered either way.

On the Profit & Loss Statement, there is a \$1,000.00 “Other Expense” because this was not a budgeted item. However, it is noted in our records as \$1,000.00 support that we voted on during JCEP to support the EDEN Conference in Savannah.

On the Reconciliation Summary, the beginning balance for July was \$36,043.95, with checks and payments for the month being \$1500.00, deposits and credits being \$1630.00, and uncleared transactions being \$1,167.39. As of 07/31/23, this brings the ending balance to \$35,006.56.

Brenda Jackson noted the previous discussion of putting it to a vote before the membership in the November business meeting on whether or not we should place a bid for hosting NACAA in 2028 or 2030, as well as, location options.

Motion to accept the financial report as Guy submitted it was made by Justin Shealy

Motion was seconded by Shanna Reynolds

President Report by Brenda Jackson – Most will be traveling soon to Des Moines, Iowa for NACAA. If you are attending the conference, most are going to the state fair on one of those nights. Your entry into the fair is covered by NACAA but additional activities will be at your own expense. The conference center itself is cash free, so make sure you have a debit or credit card. For states night out, Brenda will be sending out more information towards the end of the week, but we will be eating at Tupelo Honey, which is around a 3 block walk from the conference center. We will meet at 5:30 PM, and we should have around 40 people attending.

Kim Post asked a question regarding the email about partial reimbursement for NACAA: Is there a form needed to be filled out for partial reimbursement because there was not one attached to the email?

Brenda Jackson responded: To my knowledge, NACAA has never had a form used to submit for travel reimbursements. What I have done in the past is used the paper travel reimbursement form, which I can send out, for travel when teaching poultry. You can also go into one source, create your expense statement, don't submit it, and make a copy of it when on the review page. You can also do an itemized list in excel, with copies of your receipts, and send that to Guy for reimbursement.

President Elect Report by Lucy Ray – Brenda Jackson dispensed the President-Elect Report

Brenda noted that she would try to meet with Lucy soon and get a President-Elect report out to the board regarding AM/PIC in November.

Vice President Report by Andrew Sawyer – Camp Hand was verbally nominated for the Junior Specialist Award and was the only nomination. Andrew said a written nomination is coming, but he has not received it yet.

Brenda Jackson noted that without a written nomination, there is no official record.

Justin Shealy stated that since we know there is a nomination coming, once Andrew receives the written nomination, he can send it out by email and we can vote.

Brenda suggested doing all of the voting at one time through Qualtrics.

Andrew asked how is friend of the county agent voted on?

Brenda stated that usually that award goes out to the agents just like mass media awards and the specialist award applications. Brenda suggested that Andrew send it out to the agents, with an October 1, 2023 deadline, so that we can vote on it and so that Karol Kelly could get the picture award framed in time before the November meeting.

Justin Shealy stated that we needed to vote soon after the deadline due to the fair and expo also being in October.

Update on the Sunbelt Ag Expo: Andrew has the hotel booked and has ordered the meat for the food booth. Everything else is up and ready to go. Andrew asked who he needed to talk to in order to get the radios, which help the booths and the expo suppliers communicate, lined up?

Justin Shealy stated that he did not think the expo used radios last year, but Brenda stated that they did use radios. It was suggested that Andrew call Chip Blalock regarding the radios.

Andrew will be sending out the schedule for everyone to sign up to work the GACAA Food Booth at the Expo soon.

Update on 2024 AM/PIC: Jekyll Island is secured for the 2024 meeting. Andrew is working on finalizing other things, like the Monday night social etc.

Past President Report by Justin Shealy- Justin had nothing new to state for Past President business.

Justin noted: Dr. McCann expressed to him that GACAA board members should attend the ELT program in September in order to get approval from District Directors and Dr. Johnson to place a bid for hosting a national meeting. This approval needs to be done prior to presenting the membership with a vote to place a bid on hosting a national meeting. Justin suggested that someone call Dr. Johnson, get added to her agenda, and discuss with her in Athens that we want to formally place a bid to host a national meeting- Can we have her blessing? Justin stated that as a board, most of us will not still be on the board in 2028 or 2030. So, we need to decide are we committing to this and who is going to go to Athens and talk with Dr. Johnson?

Brenda Jackson commented that she thought during the last board meeting, Justin was going to talk with Dr. Johnson and take the lead on getting approvals.

Justin stated he would call Dr. Johnson and set something up.

Paula Burke suggested that since Brenda was the current President, that it would look better for them both to speak to Dr. Johnson. Paula also suggested speaking with Bill Burdine in Iowa to see if he has any thoughts on presenting this to administration on the NACAA side. Paula added that if we decide to host, that we shouldn't rule out Savannah because we hosted there 20+ years ago. There is a lot of new faculty that haven't been to Savannah, so it's an option for a location.

CAES Extension Update- Dr. McCann was not present.

NACAA Update by Paula Burke- At the Iowa meeting, Paula will finish her Vice Director position and turn over into the Director position for the next 2 years. Paula thanked GACAA for electing her and discussed all of the different states she had visited on behalf of her position in NACAA over the last two years. Paula expressed that she had learned a lot over the last two years as Vice Director and is excited for the next two years as Director.

Paula advised that if you are attending the Iowa meeting, to download the app to win door prizes and download your schedule. Paula also noted to be on the lookout Iowa's tour emails because some tours require certain clothing, etc. long pants, closed toed shoes. Paula made notes for the delegates that are attending the Iowa meeting: there is a delegate breakfast Monday morning at 6:45 AM, which you are needed to vote for VP since there will be competition. Regional meetings will be Monday afternoon- Brenda will need to be ready to announce our membership number and our state AM/PIC meeting dates. There will also be a state picture night. Paul Wigley is being inducted into the NACAA Southern Hall of Fame for 2023.

Lastly, Paula asked if the GACAA board would be willing to cover her travel costs to Iowa for attending NACAA. Paula's travel expenses heading home and going forward, as Director, will be covered by NACAA.

District Reports:

Northwest District Report by Hailey Partain- 2 new hires: Sheena Gay was the ANR Educator in Carroll County and has moved over to be the ANR Agent in Troupe County. Johnathan Strickland started as ANR Agent in Merriweather County. There are still some positions that are open in Northwest District.

Northeast District Report by Shanna Reynolds – Travis Tankersley was hired on June 1, 2023 as the ANR Agent in Madison County. There are no exits, but still some positions open in Northeast District

Southwest District Report by Kim Post – Justin Odom started as the ANR Agent in Seminole County in July. Departures: Andy Carter is no longer in Lowndes County. Transfers: James Morgan left Dougherty County and went to Southeast district as the new Ag PDC. Holly

Anderson will be moving from Ben Hill County to be the new ANR Agent in Irwin County, since Phillip Edwards departure to become the SWD Water Agent. Posted Job Openings: Stewart ANR Educator, Decatur ANR Agent, Early ANR Agent, Dougherty ANR Agent, and Lowndes ANR Agent.

Southeast District Report by Scout Carter- New Hires: ANR PDC James Morgan. Job openings posted: Jenkins County ANR Agent, Bulloch County ANR Agent, Screven County ANR Agent, and Southeast DED.

State Staff Report by Ted McAvoy – Justin Shealy will be the representative and voting member for State Staff at the National Meeting. In August, there have been around 10 state specialists that have been hired. Moultrie in October, the Horticulture department will be the highlighted UGA department. Ted, his department chair, other faculty, volunteers, and students will all be at the Expo.

September 6, 2023 – Vidalia onion meeting in Vidalia, with Chris Tyson being the contact for that meeting if you would like to attend.

September 19th & 21st – Irrigation workshop

January 11-13 2024 - Southeast Fruit & Vegetable Conference in Savannah, GA

GOTCAA Report by Wes Smith – Not Present

Old Business:

NACAA Bid:

Paula Burke answered Justin's question: "when does a bid for NACAA need to be placed?"

If Georgia wanted to place a bid for the 2028 meeting, we would have to place a bid next year, 2024, at the Texas meeting. If we wanted to bid for hosting in 2030, we would place the bid in 2026. You place the bid 4 years prior to hosting.

Justin asked was any other state looking at placing a bid for 2028 or 2023

Paula was unsure and will get back to us. North Carolina may be interested in bidding for 2028.

New Business:

Justin Shealy:

Since most of us will not be on the board if/when we host NACAA, Justin Shealy proposed picking volunteers (3-4 Agents) to go to the next 4 NACAA meetings to shadow the host state to see how they did travel, tours, busses etc. Also- to ensure that the volunteers are at the meeting participating, watching, and learning what is going on. Justin proposed we set aside \$6,000 to send 3-4 agents to NACAA- this could be the same agents every year or we could

rotate them, to help us learn what we need to do when it becomes our turn to host. This would be wouldn't be every year until we host, but the 3-4 years leading up to when we host a national meeting. With the turnover rate UGA Extension is having, it may be better to rotate these delegates.

Brenda asked if we should table this discussion until after the November meeting to see if we will bid on 2028 or 2030. She also asked guy how this would affect the budget.

Guy stated his main concern was putting the CD in a 24-month lease so we could access it in 2028 if we hosted a national meeting. We won't get quite as good of a return doing that but it will be better to keep that CD somewhat liquid if we plan to host in 2028 or 2030.

Justin asked Guy when he needed to renew that CD, and guy believes the renewal is in January 2024.

Justin stated that if Dr. Johnson said no to the bid or the membership wasn't for hosting a national meeting, we could put that CD in a longer lease.

Justin proposed we wait until November until after we hear from Dr. Johnson and the membership can vote. After that, we can decide how to handle the CD lease and if/when we need to set the \$6,000.00 aside.

Motion made to table this proposal by Justin Shealy

Motion was seconded by Robyn Stewart

Motion was carried unanimously

Membership Issue:

Brenda Jackson stated that in the past, there has been an issue in meeting the membership deadline on time. The GACAA handbook states...

"The state and district chairs conduct a membership drive in January and February so the membership can be reported to NACAA in March. In our constitution and bylaws, which requires a change from the membership: annual membership dues of the association shall be due on January 1st of each year. Dues shall be determined by the board of directors. Dues applicable for the next following year should be announced at the annual meeting of the association for approval of the membership. Alternate proposals establishing the amount of dues for the next following year may be entered by motion from the floor at the annual meeting of the association."

Brenda stated that if we want to change our membership deadline, we will have to have the membership vote on it at the annual meeting.

Guy stated the issue one issue he is having with membership is that in the bylaws it states the association dues are due January 1st and, on the website, it states membership dues are due on January 31st. The problem we get into with NACAA- they are wanting their money and lists submitted by February 13th. Guy discussed how we have been pushing deadlines for members, which causes them to mail the check from the commissioners late, and results in Guy mailing the NACAA check late.

We were in a situation last year, where we had to take some members word that they were going to get us their check – and most of them did – or we would have lost a delegate or two. So, because of this, we had to cover them. This puts us in a bad position having less than a week for turn around.

Guy stated that if we go to the January 1st deadline and someone gets a check to him on January 15th, we will still take it, cash it, and they will still be a member. What this does is gives us a little bit more flexibility, especially since February is a busy month with production meetings.

Ashley Best, membership committee chair, stated that like Guy, she too is calling and calling members trying to get their checks in. It's a lot of follow up and backtracking to keep our delegate numbers. Ashley also said that these members want to be a part of our association. She thinks if she had a full month to follow up with members on membership dues, it would easier for her as membership chair, and the same for Guy as Treasure, to collect dues before the deadline.

Guy stated: We will still work with members who turn in their dues after January 1, but it gives us more time to work with those people. Guy made a proposal to change the handbook and make the membership drive begin in October 1st and end on January 1st.

Motion to make GACAA's membership drive from October 1 – January 1 was made by Guy Hancock

Motion was seconded by Andrew Sawyer

Motion was passed unanimously

GOTCAA Report by Eddie Ayers -

GOTCAA sponsors the statewide Young Professional Award at \$600.00. What has happened over the years, we had our EIN Tax Free Number that has been passed down from person to person. GOTCAA has a CD that is drawing interest, and when the bank got the paperwork, I was given 3 EIN numbers that I had to sort out. GOTCAA's is old and we have to get it renewed, which will cost \$600.00.

What we would like to propose is: On our accounts, we will have GOTCAA and GACAA doing business as that- this way we could use GACAA's EIN number and report to you. This would allow GOTCAA to be under GACAA's umbrella, not pay the 24% penalty for the EIN number

expiring, and up the young professional's award to \$1,000.00. Eddie stated they earned \$150-\$160 worth of interested last year. We need to know as soon as possible.

Brenda ask Guy Hancock what he thought of this.

Guy stated that before we approve this, he would like to check with our accountant to make sure this was okay, but he had no problem with it on his end.

Eddie stated they needed to let the bank know as soon as possible. Shanna Reynolds suggested to make a motion to approve pending Guy's conversation with the accountant- long as everything checks out, the board approves. Brenda accepted.

Motion that we accept this proposal pending accountant approval was made by Shanna Reynolds

Motion was seconded by Guy Hancock

Motion was passed unanimously

Membership Update by Ashley Best –

Ashley stated that some of the specialist have reached out to her wanting to know if there was a 3-year membership option. Ashley is okay with keeping up with yearly memberships and 3-year rotation membership if the board is interested in approving this as an option.

Brenda stated that we wouldn't be able to add it to the upcoming years membership drive because the membership would have to vote on it in November according to the by-laws. So, if approved it would be implemented in 2024. Brenda asked for the boards thoughts on this proposal.

Kim Post stated she thought this was a good idea. She asked if an agent paid the 3-year membership through county funds and left their job, would there be a process to refund the years that they were not a member/didn't use membership. Brenda stated that it would be the same as annual dues- there is no refund process. Ashley Best agreed.

Brenda asked Paula- since a portion of NACAA dues comes from our GACAA dues, would we just multiply annual NACAA dues x3 for the 3-year membership for NACAA? Paula said there would be no price deal for paying 3 years. But this would help with meeting deadlines. We would just have to make sure that person is still an actual employee every 3-years.

Brenda asked Paula if she knew of any other state that did a 3-year membership? Paula does not know, but she will find out.

Justin Hand asked Guy if this would cause any cash flow issues for him. Guy responded that in the short run it would, that he would have a boost in cash flow- however, shouldn't mess anything up in the long run.

Motion to bring this 3-year membership option to the association during the November 2023 business meeting was made by Kim Post

Motion was seconded by Justin Hand

Motion was passed unanimously

Further Discussion by Brenda Jackson-

Brenda stated that she would get with Andrew on making a Qualtrics survey to vote for our Specialist and Mass Media awards. Andrew will send out the application for the Friend of the County Agent Award so that we may vote on that hopefully by October 1.

Brenda stated that earlier- Paula Burke made the request that as the Southern Region Vice Director, we supplement her travel to NACAA like the board did last year. Brenda asked the board for their thoughts or comments on this.

Shanna Reynolds asked what we spent last year- did we pay what she turned in or was there a set amount? Guy stated there wasn't a line item in the budget, but he could go back through and find out.

Kim Post made a motion to cover Paula Burke's travel for the front end of her trip to NACAA, with the understanding that NACAA will pick up the return travel costs

Motion was seconded by Shanna Reynolds

Motion was passed unanimously

Closing:

Motion to adjourn made by Kim Post

Motion was seconded by Robyn Stewart

Motion to adjourn meeting was passed unanimously

Meeting adjourned at 10:53 AM

Respectfully submitted by Madison Luke, GACAA Secretary