LCAAA Board Meeting Agenda
September 18, 2007
Woodworth, Louisiana

1.	Call to Order	Ed Twidwell
2.	Minutes of Summer Board Meeting	Brian Chandler/Kurt Guidry
3.	Treasurer's Report	Keith Normand
4.	NACAAA Director's Report	James Devillier
5.	Old Business	
	a. 2007 Annual Meeting Report	Myrl Sistrunk/R.L. Frazier
	b. Faculty Council Update	Miles Brashier
	c. 4-H Centennial Committee Update	Miles Brashier
	d. 4-H Luncheon Update	James Devillier
	e. NACAA AM/PIC Report	Ed Twidwell
	f. 4-H Regional Conference Funding Proposal	Ed Twidwell/Terril Faul
	g. North Carolina "States Night In" Proposal	Ed Twidwell
6.	New Business	
	a. Membership Report	Keith Normand
	b. Southern Regional Leadership & PILD Conference	Ed Twidwell
	c. 2008 Annual Meeting Update	Ed Twidwell
	d. Certificate of Deposit Considerations	Ed Twidwell/Keith Normand
7.	Committee Reports	
8.	Other Business	
9.	Adjourn	

Those present at the meeting were:

Ed Twidwell	Kurt Guidry
Barry Crain	Stuart Gauthier
Brian Chandler	Ron Strahan
Rick Louque	Eddie Eskew
Keith Normand	Myrl Sistrunk
R.L. Frazier	Bill Branch
Jimmy Flanagan	Miles Brashier
Stan Dutile	Jason Holmes

Call to Order: Ed Twidwell welcomed everyone to the meeting and passed out all handout material that would be discussed during the meeting. He mentioned that he would like to deviate from the agenda somewhat by waiting to the end of the meeting to discuss the 4-H Regional Conference funding proposal and the "States Night In" proposal. Terril Faul would be here later in the meeting to discuss the 4-H Regional Conference and he felt it easier to discuss both proposals along with making a decision on what to do with the Certificate of Deposit that would be maturing soon. Finally, he thanked Keith Normand for preparing the meal and reminded everyone that lunch costs would be $7.00 per person.

Minutes: Copies of the minutes were passed out to everyone and everyone was emailed a copy previously. Keith Normand made a motion that we dispense with the reading of the minutes and accept them as written. The motion was seconded by Brian Chandler. The motion passed unanimously with no discussion.

Treasurer's Report: Keith Normand passed out copies of four reports. The reports were: 1) Account Balances, 2) Cash Flow Report, 3) Transaction Report, and 4) Budget. The current account balances were reported as:

Account ID	Description	Balance	Available Balance
1	Share	$4,591.30	$4,586.30
2	Basic Checking	$4,146.48	$4,146.48
27	Special Shares	$1,527.01	$1,522.01
15	12 Month Certificate*	$67,690.66	$66,690.66

* Maturity Date: 9/22/2007.

The cash flow report from 10/01/06 to 10/01/07 was reported as follows:

CATEGORY DESCRIPTION	10/01/06 to 10/01/07
Inflows	
Auction Income	$1,517.50
Dues Income	$7,310.00
Interest Income	$2,616.63
Total Inflows	$11,444.13
Outflows	
4-H U Luncheon	$705.98
Awards *	$396.64
Donation	$61.28
Dues – NCAAA	$6,300.00
Officer Expense	$1,625.00
Police Jury Association	$250.00
Postage	$12.50
Scholarship	$500.00
Voting Delegate	$575.00
Total Outflows	$10,426.40
Overall Total	$1,017.73

* The awards expenses were $196 for plaques purchased and a $100 cash award was given to each winner.

** The donation expense was money added to the Benevolent Account to bring its total to an even $500.00

The last report discussed was the 2006-07 Budget. A report was provided that showed the proposed and actual budgets for the association:

2006-2007 LCAAA Budget (July 1, 2006 – July 1, 2007)

ITEM	PROPOSED	ACTUAL
Income		
Dues	$7,200.00	$7,500.00
Interest		
Checking	$20.00	$10.25
Savings	$30.00	$55.48
CD	$1,300.00	$3,144.06
Scholarship Auction	$1,100.00	$1,517.50
Annual Meeting	$1,700.00	*
Total Income	$11,530.00	$12,227.29
Expenditures		
Police Jury Convention	$200.00	$250.00
National Dues	$6,000.00	$6,250.00
NACAA Meeting		
DSA and AA Recipients	$400.00	$400.00
Voting Delegates	$500.00	$500.00
President	$150.00	$150.00
President-Elect	$150.00	$0.00
Vice-President	$150.00	$0.00
Secretary	$150.00	$0.00
Treasurer	$150.00	$150.00
Awards	$250.00	$196.64
Office Expenses	$50.00	$12.50
JCEP Workshop	$600.00	$600.00
PILD Meeting	$500.00	$600.00
4-H U Luncheon	$600.00	$705.98
LCAAA Professional Improvement Scholarship	$1,000.00	$0.00
Scholarships**	$500.00	$500.00
Total Expenditures	$11,350.00	$10,315.12

* At the time of the development of the report, the final numbers for the annual meeting were not known. A final report for the annual meeting was given later in the board meeting.

** A question regarding the extra $500 scholarship was raised. It was stated that while it had been agreed to award the second scholarship and while the winner had been named, the money had not yet been paid, and therefore, was not reflected in the budget.

After the reports were given and discussed, a motion was made by Stan Dutile and seconded by R.L. Frazier to accept the treasurer's report as given. The motion was passed unanimously without discussion.

NACAA Director Report: Ed Twidwell gave the NCAAA Director's report on behalf of James Devillier. Twidwell started out by mentioning that the newly elected Southern Region Director was Dirk Webb from Okalahoma and that he is scheduled to be in attendance at the Annual Meeting in 2008 to be held in Baton Rouge. He also mentioned that the NACAAA board is proposing a peer reviewed electronic journal for the Spring of 2008. Also, the Board voted to accept a $250 facility fee to account for not reaching the reserved hotel rooms for the annual meeting.

OLD BUSINESS

2007 Annual Meeting: Myrl Sistrunk passed out an Income Statement from the 2007 Meeting. The final budget numbers for the meeting were:

Louisiana County Agricultural Agents Association- Annual Meeting- June 3-6, 2007

ITEM	VALUE
Income	
Sponsorship/Donors	$8612.26
Registration Fees (55 members)	$2,450.00
Total Income	$11,062.26
Expenses	
Board Meal	$346.63
Tour Bus	$800.00
Auction/Tour Meal	$925.00
Spouses Tour Meal	$207.00
Spouses Gifts	$193.00
Tuesday Breakfast	$138.00
Tuesday Lunch	$400.00
Presidents Reception	$501.97
Awards Banquet	$1314.38
Memorial Breakfast	$300.00
Postage (Life Members/Sponsors)	$132.48
Office Depot (Folders)	$801.90
Decorations	$335.73
Door Prizes	$226.71
Supplies (Drinks, Coffee, Cups, Etc)	$467.02
Poster Contest	$150.00
Back 40 Books (Reference Books)*	$1,647.25
Total Expenditures	$8,887.07
Net Income	$2,175.19

* These books were given as gifts to everyone that registered for the meetings.

Sistrunk indicated that the breakdown of participation for each the major events of the annual meeting were:

38 attended the board meeting;
62 attended the tour;
25 attended the spouses/kids event;
59 attended the awards banquet; and;
50 attended the memorial banquet.

A question was asked about the sponsorship for the annual meeting. It was stated that Monsanto was the largest sponsor of the 2007 meeting. State associations sponsorship varied. The group then complemented both Sistrunk and R.L. Frazier for the great job they had done hosting and organizing the meeting. Finally, Ed Twidwell reminded everyone that the surplus from the annual meeting would now go into the Savings Account 1.

Faculty Council Report: Miles Brashier indicated that elections for representatives to the Faculty Council would soon begin and suggested that board members should consider serving. Miles thought there were 5 LCAAA members that were going off the Faculty Council and hoped that they would be replaced with other LCAAA members. Miles also mentioned that they would likely soon be advertising for an ombudsmen position for the AgCenter. This position would fill complaints from faculty and be the "go-between" for the faculty and administration. This will be a part-time position. Miles then said that the representatives to the Faculty Council where there to address issues raised by the faculty and said that faculty should contact a representative if they have an issue that they would like discussed. Two issues were suggested for the Faculty Council. Stan Dutile asked the question why assistant/associate county agents had to go through the same process for promotion as professors/specialist. 2) Jimmy Flanagan suggested that there should be some official process for when decisions are made by the administration that affects agents in a parish/region. He felt that there should be an individual meeting with those agents impacted prior to the decision being implemented.

4-H Centennial Committee Update: Miles Brashier is the LCAAA representative on that committee. Brashier indicated that there was a meeting of this committee but it conflicted with the current LCAAA board meeting. Currently, those leading this effort are trying to raise money for advertising of the event(s) because state or federal money cannot be used for promotion. A request has been made that each parish provide $2,000 and each association provide $2,000, however, there has been no timeline given for raising the money. Twidwell suggested that the board table any action on this request until additional information is gathered. It was suggested that it be tabled until the December board meeting when Miles can report on more specifics. Myrl Sistrunk made a motion that discussion on the 4-H Centennial be tabled until the December Board meeting. Miles Brashier seconded the motion. The motion unanimously passed without further discussion.

4-H Luncheon Update: Ed Twidwell reported that around 200 were served during the event. While the event was slightly over budget, it was felt that it was a successful event. Twidwell indicated that James Devillier would be willing to serve as chairman for this event for another year.

NACAA AM/PIC Report: Ed Twidwell indicated that we had 35 people attend this year's event. We had 20 agents and 15 spouses/children attend. Bill Branch and Glen Daniels and Annie Coco gave presentations at the meetings and Ed Twidwell had a poster presentation at the meetings. Twidwell indicated that Dr. Coreil had provided monetary support for those who were giving presentations at the meetings and felt like he would continue to offer that support in the future. Ed indicated that most of the agents were doing work that would be very suitable for presentations at the meetings and indicated that there was a website (Postersession.com) that made developing poster presentations very easy.

NEW BUSINESS

Membership Report: Keith Normand indicated that the membership drive should start now so that we could get the bulk of the dues by January 1. Normand indicated that we ended up with 125 members by the March 16 deadline. He did indicate that there was a new employee that paid dues after that deadline and that he would hold those dues until the 2008 membership drive. Eddie Eskew then suggested that Ed Twidwell ask Dr. Coreil to send out an email reminding everyone that dues to LCAAA could be reimbursed. Miles Brashier indicated that he would send a general email to all Agcenter officially opening the membership drive. Discussion on membership ended when the question about the possibility of developing a membership brochure. It was indicated that the national association had one and that we may not be able to develop our own for the state association.

Southern Regional Leadership and PILD Conferences: Ed Twidwell indicated that the Southern Regional Leadership Conference was going to be held in Orlando, Florida on February 5 – 7, 2008. The Southern and Northeast Regions would be meeting together. Ed Twidwell and Miles Brashier would be attending the meeting. The PILD conference is going to be Washington DC on April 28-30,

2008. Miles Brashier will be attending the conference. It was noted that additional travel support may be needed given the cost of the hotels in Washington DC. It was suggested that the board wait and see what the expected costs are before a decision is made. R.L. Frazier suggested that Dr. Coreil be contacted to see if he could increase the support for this conference.

2008 LCAAA Annual Meeting: Ed Twidwell indicated that the meeting will be at the Red Lion Inn in Baton Rouge. This hotel was originally called the University Inn and Conference Center and was the hotel that was used the last time the meeting was in Baton Rouge. The meeting is scheduled for June 1 - 4, 2008. Miles Brashier indicated that he is organizing the Board supper and tours and that he had sponsors for the food for the board supper and the scholarship dinner. Some alternatives for the tour stops are a plastic manufacturing plant, master gardener plots, Big Cajun coal-fired plant, and a pecan orchard. It was indicated that the scholarship auction and meal could be held at the 911 building in Morganza or given the tour stops, could end up at the West Baton Rouge Extension office. Ed Twidwell indicated that the planning committee was going to meet on October 5 and more details would be available for the December board meeting. A final comment was all clothing requirements for the tours be specified in the registration material so that people would be prepared.

COMMITTEE REPORTS

Award Committee: Eddie Eskew reinforced the requirements for the DSA and AA awards and gave a breakdown of the number he projected would be eligible from each of the districts. Eskew indicated he would send emails during the first week of October to all those that were eligible and see if there were interested in applying for the award and if they would be willing to attend both the state and national meetings. Eskew projected that by mid November to December 1, the final ballot would be sent out to the membership.

Scholarship Committee Report: Stan Dutile passed out a summary report indicating actions taken and deadlines for the 4-H, LCAAA Member, and LSU College of Ag Scholarships. For 2007, there were 6 applications for the 4-H scholarship. Anna Normand of St. Landry Parish was selected as the winner. However, because of the success of fund raising this year, a decision was made at the Annual Meeting to award a second scholarship for the same value. Kristie Waddle of Beauregard was the recipient of the second scholarship. There were no applications in 2007 for the LCAAA Member Scholarship. Applications for the 2008 LCAAA Member Scholarship are due in the Spring of 2008. The College of Agriculture Scholarship sponsored by LCAAA has a deadline of Feburary 1.

After the report was given, there was discussion on whether the second scholarship was to be permanent. It was noted that the second scholarship is dependent on the funds raised from the auction and that a decision could not be made until the Annual Meeting. As a result, it was suggested that the scholarship committee rank the top two applicants in case the second scholarship can be given. It was also mentioned that students interested in the scholarship be made aware that they need to apply for admittance to school early enough so that they can be considered for the scholarship. Finally, the board thanked Stan Dutile for a job well done on the scholarship committee in 2007.

ITEMS DELAYED TO END OF MEETING

North Carolina "States Night In" Proposal: Ed Twidwell indicated that the national meeting will be held on July 13 -17, 2008 in Greensburg, North Carolina. Traditionally, each state would get together during the meetings to go out for a meal. For 2008, however, North Carolina is proposing a "States Night In" function. The reason given is that there are not many places to eat close to the conference hotel and that they thought this event would entice higher participation. They are requesting that each southern state provide funds to help sponsor the meal. The amount requested is based on membership in the state, and for Louisiana, is $1,600. It was noted that during the Summer Board meeting in June 2007, a motion was passed that we would support the request. Therefore, R.L. Frazier made a motion to support the “States Night In” request for the annual meeting in the amount of $1,600. Bill Branch seconded the motion. The motion passed unanimously.

4-H Regional Conference Funding Proposal: Ed Twidwell indicated that he was originally contacted by Terril Faul for funding and tabled the request for funding in June until this board meeting. Faul indicated that this a leadership conference for 4-H volunteers held at the Rock Eagle 4-H Center in Georgia and that Louisiana generally brings from 35 – 50 volunteer leaders each year. Louisiana has been asked to host the event in 2007 and 2008. Faul indicated that for 2007 they would be required to set up and find funding for the workshops, and for 2008, they would be responsible for getting a guest speaker, printing materials, meals, and entertainment for the conference. Faul indicated that projected funding needs were $6,500 to $7,000 for 2007 and $12,000 to $14,000 for 2008. They have already raised the money they needed for 2007. Thus far, their funding raising efforts had netted:

New Orleans Hornets	$5,000
Louisiana Association of Family and Consumer Sciences	$1,000
Louisiana 4-H Association	$2,000
Louisiana 4-H Foundation*	$1,000

* The 4-H Foundation has agreed to provide an additional $1,000 if needed.

The money would be needed by July 1st. Brian Chandler then made a motion to give a total of $1,000 for the 4-H Regional Conference. Jimmy Flanagan seconded the motion. Discussion of the motion turned to giving $1,000 each year for two years for a total of $2,000. Keith Normand made a motion to amend the original motion by stating we give $1,000 each year for a total of $2,000. Bill Branch seconded the motion. The amendment passed by majority vote (2 nays). A vote was then taken on the original motion with amendment. The amended motion that we give $1,000 each year for a total of $2,000 for the 4-H Regional Conference passed by majority vote (1 Nay).

Certificate of Deposit Considerations: Keith Normand had mentioned during his Treasurer’s report that the CD was maturing on September 22, 2008 and the board needed to make a decision on what to do with it and the interest earned. That decision was postponed until the board could discuss the two funding proposals. Given the boards decision to support the 4-H Regional Conference, Keith Normand made a motion that the $2,000 for the 4-H Regional Conference be taken out of interest from the CD and that $1,000 be paid now and the other $1,000 be held to be paid by July 1, 2008. Brian Chandler seconded the motion. The motion passed unanimously.

OTHER BUSINESS and ADJOURN

Ed Twidwell then asked if there was any further business to be considered. With no further business, R.L. Frazier made a motion to adjourn. Myrl Sistrunk seconded the motion. The motion passed unanimously and the meeting was adjourned.