The meeting was call to Order by President David Laatsch at 7:15 p.m.

Members present: Kevin Whalen, Kristin Hanson, Rene Lehman, Bridgett Neu, David Laatsch, Jeff Zobeck, Randy Ehrenberg, Brad Gefvert, Cheryl Zimmerman Others Present: Jeff Hicken, Marty Nowak

Approval of Agenda moved by Whalan and seconded by Lehman, motion passed.

Approval of Minutes – Moved by Nowak, seconded by Lehman, motion passed

FFA Center Operations – Cheryl handed out a sheet titled “What’s Happening in the FFA”. Online registration is being tested for conferences. It was mentioned that it would be nice if the online system would either email a receipt when you hit submit or an invoice/confirmation on the screen that you could print. (See attachment to the document that was handed out)

Cheryl will be attending the NAAE convention next week in Nashville. Cheryl will have a National Council meeting in early March. There will not be a National Ag Ed Inservice this year in Indianapolis. The Ag Ed Summit will resume in 2011 with the conference taking place in Orlando.

Scope of the Wisconsin FFA Center – This document was handed out to help demonstrate to DPI the kinds of services that the FFA Center is doing to support the FFA. This will be used to demonstrate what purpose GPR dollars are being used for to carry out activities. Dave suggested that there should be a paragraph added to this document that is important to remember that these duties were previously handled by the agricultural education consultant. Cheryl handed out a draft of the how the GPR dollars that the FFA Center currently receives are allocated.

Financial Report – Cheryl presented the Fiscal Year 2008-09 report prepared by Data Flow. It was moved by Randy to set up a committee of 3 board members to work with Cheryl and Jeff to work out the details of restructuring the state convention portion of the affiliation fees. Seconded by Whalen. Discussion followed. The committee will consist of Jeff, Cheryl, Brad, Kevin and Rene.

NASAE Responsibilities – Cheryl handed out a sheet describing her duties with the NASAE and her term as president. She has also been appointed by Nancy Trivette to serve on the National Council’s Electronic Record Book Advisory Committee

Affiliation Fees - A list of affiliation fees that are still owed was handed out – see attachment. It was discussed that at some point we may have to increase the affiliation fee depending on how the budget balances.

Equipment Update – Computers are working great. Digital phone service has been interesting. Phone service has not been reliable but hopefully it is now fixed.

Contracted Services – Same as last year.
Approval of Budget – Since the budget was not balanced and we cannot be certain how the numbers will work out it was proposed to transfer money from savings if needed to balance to the budget. Brad moved to approve the budget as printed with the addition of a line item of “transfer from savings” to balance the budget. Seconded by Lehman. Motion passed.

Summer Assistant recap – The announcement for the summer assistant was handed out. This will be posted soon to hopefully attract applicants before the take other positions. It was moved by Brad to approve the assistant posting and seconded by Kristin to post the summer assistant position. Motion passed.

Review meeting schedule – The next meeting will January 8th at 10:00 a.m. at the Ramada in Steven’s Point It was moved to adjourn by Lehman and seconded by Nowak. Motion passed. Meeting adjourned at 9:06 p.m.

FFA Center Board Representatives Term
Sections 1&2 Kristin Hanson 2009-2012 Sections 3&4 Kevin Whalen 2009-2010
Sections 5&10 Randy Ehrenberg 2007-2010 Sections 6&7 Brad Gefvert 2008-2011
Sections 8&9 Renee Lehman 2008-2011 WAAE David Laatsch 2007-2010
WAAE Jeff Zobeck 2008-2011
Wisconsin FFA Center, Inc. and Wisconsin Association of FFA

NOVEMBER 2009

What’s Happening In FFA
Weekly FFA Updates and Website continue as key communication tool to advisors.
Online Registration for Wisconsin FFA Conferences
Inserviced advisors about properly filling out degree applications and new appeal process at SLW
Online FFA Membership Rosters – Working with teachers in submitting membership.
New Parliamentary Procedure Rules and Scorecards – Focus of Parli Pro Workshops this Fall
Membership goal set at 18,00 – Continue membership recruitment and 10+ PRIDE banners.
Half-Time Leadership Conference and State Convention Planning underway – State officers meeting in December.

FFA & FFA Center Activities

July:
Wisconsin CDE Certification for National Convention
Final preparation and mailing of National Award forms
Safe Tractor Operators Contest - July 21 - FTD
State Fair Band and Chorus entries, housing and chaperones
Follow-up from State Convention

August:
State Officers Partnered with DATCP during State Fair
State Officer Partnered for State Fair with Discovery Barn Activities
Attended Wisconsin State Fair – August 10-13
Jag Lake State Officer Retreat – August 20-24

September:
Sectional Leadership Workshops - Sept. 14-17
Sectional Leadership Workshops - Sept. 21-24
FIRE Conference – FVTC-Appleton – September 25
Sectional Leadership Workshops – September 28-October 1
World Dairy Expo – September 29

October:
National Quality Program Standards Meeting – Oct. 2 - Wausau
FIRE Conference - Oct. 3 – UW-River Falls
FIRE Conference – Oct. 10 - UW-Madison
National FFA Convention – Oct. 18-24
Meeting with Jeff and Nicole – Oct. 27
FFA Foundation Board Meeting – October 30

November:
Follow Up from National Convention
DPI Inservice – November 4
Made For Excellence and Advanced Leadership Development – Eau Claire- Nov. 13-14
Membership Roster Assistance
Half-Time Conference Registration Materials
Prep Materials for District Speaking Contests
December Meeting Planning

Current Projects Underway
Receiving and Processing FFA Center Affiliation Fees
Assistance with Online FFA Membership Rosters
Reviewing Evaluations and Reports of State FFA Officers’ Chapter Visits
December Meeting Planning
Half-Time Conference Planning
Speaking Contest Material Development
Working to develop State Committee Work with State Officers
State Convention Planning Begins

Upcoming Events
Farm Bureau Annual Meeting – Dec. 5-6 – Wisconsin Dells - State Officers in Attendance
State FFA Officer December Meeting - December 7-10 – Marshfield
Rose Bowl Parade – BJ – January 1, 2010
FFA Half-Time Conference – January 7-9 – Stevens Point
First District Speaking Contest – January 18
School Board Convention – Milwaukee – January 20-21
CTSO Legislative Day – February 11 - Madison
State FFA Alumni Convention – February 12-14 - Manitowoc
FFA Week - Feb. 21-27 – Discussion about developing a Plan of Action
National Teach Ag Day – February 25
FFA Board of Directors Meeting - Feb. 25-26 - Hotel Mead, Wisconsin Rapids
FFA Farm Forum - Feb. 26-27, Hotel Mead, Wisconsin Rapid
National Council Meeting – March 5-10 – Alexandria, VA
State FFA Proficiency Award Judging – March 12-13 – Wisconsin Dells
State FFA Board Meeting – March 15-16
National Ag Day – March 17-18 – Washington D.C. - BJ
MFE/EDGE Conferences - March 19-20 – Stevens Point
National Activities
National Council Meeting – October 7-9 – Morrisville, NJ
NASAE Annual Meeting – October 18-21 – Indianapolis, IN
NASAE – National President – 2009-2010
National Council Global Engagement Meeting – Indianapolis, IN
NAAE Convention – November 18-22 – Nashville, TN

Leadership Conference Attendance

<table>
<thead>
<tr>
<th></th>
<th>2004</th>
<th>2005</th>
<th>2006</th>
<th>2007</th>
<th>2008</th>
<th>2009</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sectional Leadership Workshops</td>
<td>1919</td>
<td>2103</td>
<td>2173</td>
<td>2086</td>
<td>2028</td>
<td>2075</td>
</tr>
<tr>
<td>FIRE Conferences</td>
<td>635</td>
<td>755</td>
<td>677</td>
<td>663</td>
<td>703</td>
<td>616</td>
</tr>
<tr>
<td>Fall Made For Excellence and Advanced Leadership Development</td>
<td>376</td>
<td>361</td>
<td>339</td>
<td>484</td>
<td>487</td>
<td>489</td>
</tr>
</tbody>
</table>

2009 Business and Industry Visits
- JBS Packerland – Green Bay
- Greenleaf Landscaping and Gardens - Greenleaf
- Great Lakes Kraut – Bear Creek
- Walker Forge - Clintonville
- Grassland Butter - Greenwood
- Meyer Manufacturing - Dorchester
- Organic Valley – Cashton
- Best Energies Biodiesel - Cashton
- Lyco Manufacturing – Columbus
- Monroe Truck - Monroe
- Badger Ethanol - Monroe
- ANIMART – Beaver Dam
- Cattle Connection – Amery - World Dairy Expo
- Bomaz Farm - Hammond
- Downing Tractor Parts – Downing
- Burnett Dairy Cooperative - Grantsburg
- ABS – Deforest
- American Family Insurance – Madison
American Stars
American Star in Agricultural Placement –
  Tony Crescio, Randolph-Cambria-Friesland FFA
American Star in Agribusiness –
  Ben Alsum, Randolph-Cambria-Friesland FFA

National FFA Officer Candidate Finalist - Marie Mahaney, Brodhead FFA. Again this year, only the top half of the National FFA Officer Candidates continued on to the second phase of the National Officer Selection process after Tuesday evening of the National Convention. Marie was one of the top half to move on to the final rounds of competition.

National FFA Proficiency Award Winners
Dairy Production (P) - Tanner Bradley, Fort Atkinson FFA
Diversified Livestock (P) - Elizabeth Dahlke, Montello FFA
Environmental Science and Natural Resources - Keith Bollinger, Cochrane-Fountain City FFA
Forage Production - Andy Feucht, Mayville FFA
Turf Grass Management - Tanner Strunz, Brodhead FFA

National Agriscience Fair
1st Gold - Environmental Science - Team Grades 7, 8 and 9 - Aaron Zimmerman and Kyle Herman - Spencer FFA
1st Gold - Engineering - Team Grades 10, 11, and 12 - Derek Nelson and Justin Scheel – Cochrane-Fountain City FFA
3rd Gold - Zoology - Individuals Grades 10, 11, and 12 - Adrianna Vanderstappen – Big Foot FFA
4th Gold - Biochemistry/Microbiology/Food Science - Individual Grades 10, 11 and 12 – Alicia Hodnik, Big Foot FFA
4th Gold - Engineering - Individual Grades 7, 8 and 9 – David Domine – Cochrane-Fountain City FFA

Hall of States Booth
Thank you to the Waupaca FFA Chapter for hosting the Wisconsin Association of FFA Booth in the Hall of States.

National Career Development Event (Speaking) Results
Prepared Speaking - Anna Peissig, Colby FFA - Bronze
Job Interview - Lauren Holtermann, Watertwon FFA - Silver
Creed Speaking - Bethany Dado, Amery - Silver
Extemporaneous Speaking - Lauren Stemper, Random Lake - Bronze
Parliamentary Procedure - Amery FFA - Silver

Dairy Cattle Handling - Cassie Wymer - Brodhead - 2nd Place Gold

Gold Rated CDE Teams
Agricultural Mechanics - Hillsboro FFA - Gold Team
  Duane Baldwin - Gold Individual
  Aaron Hammer - Gold Individual
Dairy Cattle Evaluation - Fort Atkinson FFA - 7th Place Gold
  Tanner Bradley - Gold Individual
  Seth Elsner - Gold Individual
  Nolan Wilharm - Gold Individual

Silver CDE Teams
Agricultural Communications - Bloomer FFA
  Storm Dorrough - 5th place Gold individual
  Abigail Bruxvoort - Gold Individual
  Sasha Zwiefelhofer - Gold Individual
Environmental Science and Natural Resources - Mt. Horeb FFA
  Joe Klopotic - Gold Individual
Food Science and Technology - Oconto Falls FFA
  Tyllyn Ludwig - Gold Individual
Nursery and Landscape - Oconto Falls FFA
  Kaitlyn Borisch - Gold Individual
  Ryan Spaude - Gold Individual

Bronze CDE Teams
Agricultural Sales - Watertown FFA
  Agricultural Issues - Colby FFA
  Storm Dorrough - 5th place Gold individual
  Abigail Bruxvoort - Gold Individual
  Sasha Zwiefelhofer - Gold Individual
  Environmental Science and Natural Resources - Mt. Horeb FFA
  Joe Klopotic - Gold Individual
  Food Science and Technology - Oconto Falls FFA
  Tyllyn Ludwig - Gold Individual
  Nursery and Landscape - Oconto Falls FFA
  Kaitlyn Borisch - Gold Individual
  Ryan Spaude - Gold Individual

Livestock Evaluation - Iowa-Grant FFA
Scope of the Wisconsin FFA Center, Inc.

General Tasks
- Respond to state-level event inquiries as necessary.
- Provide technical support to FFA advisors in registration for state-level events.
- Provide technical support to FFA advisors regarding FFA membership rosters.
- Provide event information to local school districts, business-related groups, and the public-at-large in order to build collaborative relationships and enhance program value.
- Channel inquiries to appropriate personnel and organizations if answers cannot be provided through the FFA Center.
- Prepare annual report and event accountability reports as necessary.
- Provide on-going communication with State Officers and their advisors regarding officer duties responsibilities and event tasks.
- Provide communication to local advisors regarding state-level events.
- Provide support to student members, FFA advisors and chapters as needed.
- Attend necessary conferences and meetings to represent FFA.
- Hire and supervise FFA Center Summer Assistant who works directly with FFA summer programs including State FFA Convention, State Fair, State Officers, Annual Report development, and other responsibilities that need assistance related to FFA summer activities.

State Officer Team Oversight
- Supervision, training, and support to Wisconsin State FFA Officers. State Officers provide role models to FFA members throughout the state. They also represent Wisconsin Association of FFA at many state and national functions. The FFA Center and Executive Director provide the "home base" for officers to report to and provide them with the necessary information, materials, evaluations, schedules and contacts they need to conduct their duties.
- Maintain communication with State Officer Team.
- Coordinate events with State Officer Team.
- Arrange/coordinate attendance at and participation in specific events for State Officer Team.
- General overall oversight of the State Officer Team.
- Coordination of state level meetings for the Wisconsin Association of FFA including state officer training and conference planning meetings, Board of Director meetings, and any other meetings involving the state officers throughout the year.

Conference and Event Coordination
- Coordination of state level conferences (State FFA Convention, EDGE, MFE, ALD, Half Time, Sectional Leadership Workshops, FIRE Conferences, etc.) These conferences focus on developing leadership skills, community awareness, communication, teamwork, etc... those traits which will make a better student and community citizen.
- Plan and facilitate leadership conferences around the state (e.g., negotiate meeting space and costs, location, meals, lodging, materials, etc...).
- Provide communication between the FFA and the location hosting the event with details for presentations, meals, program development, space requirements, equipment, etc.
- Provide communication between the National FFA Organization and the presenters that conduct the programs offered through the National Organization.
- Work with the State FFA Officers in developing curriculum for the students. Work with the State FFA Advisor in coordinating events for FFA advisors.
- Assist State FFA Officers in coordinating supplies, materials, printing, etc. for conferences. Certain printing and supply needs can be completed by FFA Center with reimbursement of expenses incurred.
- Coordinate speakers needed for leadership conferences.
- Oversee the safety, welfare and proper behavior of participants in cooperation with supervising FFA advisors.
- Provide evaluation of conference staff, programming, logistics, etc. following events.
- Provide financial statements and necessary reports for each conference to the State FFA Advisor in order that payments are made in a timely manner to facilities and vendors of the conference activities.
Awards and Programs

- Coordination, receipt, processing and reporting of all State and National awards, including degrees and reports, which provide students and FFA chapters with the opportunity to be recognized for their achievements above the local level. The Executive Director receives assistance from the State FFA Advisor and Executive Secretary in the judging and processing of degrees and proficiency awards.
- Coordination of feedback, evaluation, appeals, etc. of award applications with FFA advisors and members.
- Coordination with the Wisconsin FFA Foundation in confirming and acknowledging sponsors of various programs and awards.
- Coordination of assistance with WAAE in working with programs that recognize teachers and teacher related activities.
- Coordination of honored adult programs and recognition.
- Coordination of judging events for award applications, including contacting individuals to serve as judges, organize the judging event and schedule, follow up from the event, coordination of judging location, host, including meals, appreciation gifts.
- Provide proper reporting of award results to the National FFA Organization and Wisconsin FFA Foundation for proper recognition and/or continuation of competition.
- Provide resources for district, sectional and state level contests in order that hosts can properly conduct the events including how to set up and run a competition as well as providing the necessary information that contestants need to participate including topics for speeches, questions for competitions, etc.
- Review membership eligibility for FFA awards and programs through the online membership roster.
- Organize committees of teachers and members to review current and potential FFA programs, awards and activities for suggested improvements and possible revisions.
- Assist in keeping historical data of awards and programs.

State FFA Convention

- Coordination of the State FFA Convention including organization of staff, managers, state officers, advisors and volunteers.
- Receive and provide detailed and frequent communication with FFA.
- Coordination and oversight for workshop development, tour planning, meal development and counts, printing needs, event supplies, facilities requirements, and anything else needed for the State Convention.
- Review last year’s schedule, participant feedback and competitive event procedures to adequately address facilities needs.
- Develop conference schedule and coordinate facilities needs that align with schedule.
- Provide schedule and facilities use information for conference program.
- Visit facilities staff prior to State Convention to insure smooth flow of activities.
- Design program and contents with the assist of the State FFA President.
- Plan and coordinate with Convention site and determine meal costs.
- Work with local bus companies to provide shuttles for tours and service activities.
- Provide appropriate appreciation to facilities, judges, sponsors and partners after State Convention.
- Solicit feedback from facilities utilized
- Attend State Convention for oversight of events

Coordinate State FFA Convention registration
Coordinate State FFA Convention news room, publicity and media

Work in coordination with the FFA Tour Chairperson in coordinating the tours, buses, locations, chaperones and oversight of the tours made available during the State FFA Convention.

Work in coordination with the FFA Day of Service Chairperson in coordinating the service activities, buses, locations, chaperones and oversight of the service activities made available during the State FFA Convention.
• Work in coordination with the FFA Workshop Chairperson in coordinating the workshop presentations and oversight of the workshops made available during the State FFA Convention.
• Provide evaluation of State Convention staff, programming, logistics, etc. following event.
• Work with past state FFA officers and summer assistant to provide assistance in various areas of the convention including staging, evaluating state officer performance, working in the news room, coordinating special events, working with sponsors and exhibitors.
• Coordinate services needed for audio/visual presentations including on site production of the event.
• Coordinate services needed for sound and lighting requirements for the State Convention including on site production of the event and development of suggestions for improvements and updates staging requirements.
• Coordinate speakers needed for state convention sessions and activities.

Public Relations and Promotion of the Wisconsin Association of FFA
• Maintain and monitor the Wisconsin FFA Website which includes historical information about the Wisconsin Association of FFA, award and program applications and conference information registration for FFA advisors and members.
• Monitor the State FFA Officer blogs and materials posted on the FFA website.
• Work directly with the FFA website provider to keep site current and provide guidance for updates of formats and information
• On a regular basis review the procedures for FFA publicity and promotions and make suggestions on how together with Team Ag Ed partners this can be improved.
• Work with State FFA Officers to attend events that promote agricultural education and FFA including trade schools, convention, etc.
• Respond to public issues concerning FFA as they arise.

Middle School Activities
• Communicate specifically with middle school programs regarding activities.
• Develop middle school leadership activities in cooperation with the State FFA Officer team and State FFA Advisor.
• Consult with middle school FFA advisors as to their activities, needs and opportunities for middle school members.
• Develop press release materials to publicize events, award recipients and FFA related programming.

National Convention Coordination
• Communicate with FFA advisors concerning certification of teams, event coordination, participation in events, etc.
• Communicate with the state officers/delegates about agenda(s) and responsibilities. Coordinate schedules of activities, duties and events.
• Coordinate any state activities to be held at national convention.
• Attend national convention while delegation is present.
• Participate in national level meetings for agricultural education and FFA. Represent Wisconsin in activities and discussions on the national level.
• Follow up with Wisconsin FFA Foundation as to participation in individual and chapter events in order that participants receive any possible travel reimbursements.

FFA Dues are collected by the Wisconsin Association of FFA in the amount set by the Wisconsin Association of FFA delegates at the annual State FFA Convention. The dues paid to the Wisconsin Association of FFA also include the National FFA Dues – however National Dues are set by the National FFA Organization. From the state FFA dues, $3.00 per member is then sent to the Wisconsin FFA Center, to support the services described above.

During the year, there are also fees that are transferred to the Wisconsin FFA Center for conference late fees or other services that are offered to cover the responsibilities above.

The Wisconsin FFA Center Affiliation fee is $300 per chapter paid directly to the Wisconsin FFA Center from local FFA chapters and school districts. This is Wisconsin FFA Center operating income. After the
FFA Center completes their accounting and identifies additional expenses that they incurred due to FFA activities, an amount is forwarded to the Wisconsin Association of FFA to contribute to the revenue available to pay additional state convention and FFA expenses.