



NEW JERSEY
FFA ASSOCIATION

New Jersey Department of Agriculture
Office of Agricultural Education
369 South Warren Street
P.O. Box 330
Trenton, NJ 08625

1-877-AgEdFFA (243-3332)
609-633-2421 (fax)
jerseyageducation.nj.gov

New Jersey FFA Association
"Timeless Traditions. *Endless Possibilities.*"

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

FROM: Renée Stillwell, State FFA President
Erin E. Noble, State FFA Specialist
Nancy J. Trivette, State FFA Advisor

DATE: November 27, 2017

RE: State FFA Executive Board Meeting
Monday, December 4, 2017 – 4:00 p.m.
1st Floor NJDA Board Room, Trenton, NJ

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 role on the Executive Board and will have voting power at each meeting in 2017-2018.

AGENDA FOR THE DECEMBER STATE MEETING

- I. Opening Ceremonies**
- II. Minutes from the November State Meeting**
- III. Treasurer's Report**
- IV. Guest Introductions and Attendance**
- V. Committee Assignments**
 - A. Constitution, Bylaws & Program of Activities – Renee Stillwell
 - B. Membership & Chapter Relations – Allison Finn
 - C. State Leadership Activities – Kelsey Stockton
 - D. State Applications – Jeremy Posluszny
 - E. Career Development Evaluation and Review – Ariel Norbeck
 - F. Horticultural Exposition Evaluation and Review – McKenna Moore
 - G. State Convention Evaluation – Sarah Kelly
- VI. Parliamentary Procedure Report – Allison Finn**
- VII. Constitution and Bylaws Report – Jeremy Posluszny**

- VIII. Executive Committee Report – Morgan Rutar**
- IX. Foundation Report – Jeremy Posluszny**
- X. Alumni Report – McKenna Moore**
- XI. Agricultural Education Advisory Council Report – Ariel Norbeck**
- XII. New Jersey Agricultural Society Report – Kelsey Stockton**
- XIII. New Jersey Association of Agricultural Educators – John Neyhart**
- XIV. Unfinished Business**
 - A. New Jersey Farm Bureau Convention (November 13-14, 2017) – Renee Stillwell
 - B. Fall Career Development Events (November 16, 2017) – Ariel Norbeck
 - C. 212° Conference (December 9, 2017) – Jeremy Posluszny
 - D. Holiday Party (December 15, 2017) – Kelsey Stockton
 - E. International Leadership Seminar for State Officers (January 2-16, 2018) – McKenna Moore
 - F. State Officer Candidates’ School (January 27, 2018) – Ariel Norbeck
 - G. Chapter Visits – Allison Finn
 - H. Team Goal Action Plan – Jeremy Posluszny
- XV. New Business**
 - A. Event Cost Analysis – Sarah Kelly
 - a. Horticultural Exposition
 - b. Advocacy & Legislative Leadership Day
 - B. Banquet Speech Workshop (January 19, 2018) – Kelsey Stockton
 - C. State Agriculture Convention (February 7, 2018) – Jeremy Posluszny
 - D. Fuel Up Retreat (February 15-18, 2018) – Allison Finn
 - E. National FFA Week (February 18-25, 2018) – McKenna Moore
 - F. Advocacy and Legislative Leadership Day (February 22, 2018) – Allison Finn
 - G. Ceremony Practice Schedule – Sarah Kelly
 - H. Agricultural Education Issues Discussion – Ariel Norbeck
 - I. Member of the Month – Morgan Rutar
 - J. State Officer Mileage – McKenna Moore
- XVI. Closing Ceremonies**

*Next State Meeting- January 22, 2018
New Jersey Department of Agriculture, Auditorium
4:00 p.m.*

**New Jersey FFA Association
Minutes from November 6, 2017 Meeting**

I. Opening Ceremonies

Renee Stillwell called the meeting to order at 4:00 p.m. Voting members in attendance were Jeremy Posluszny, Kelsey Stockton, Sarah Kelly, Ariel Norbeck, McKenna Moore, Allison Finn, Morgan Rutar, and Mr. John Neyhart. State Staff in attendance were Mrs. Erin Noble, Mrs. Nancy Trivette and Ms. Debra McCluskey.

II. Minutes from October State Meeting

Motion by Kelsey Stockton to dispense with the reading of the meeting minutes and approve them as distributed.

Seconded by Jeremy Posluszny. Motion passes.

III. Treasurer's Report

Motion by Sarah Kelly to accept the treasurer's report pending audit.

Motion passes pending audit.

IV. Guest Introductions and Attendance

No guests were present.

Jeremy Posluszny assumed the duties of the chair.

V. Committee Assignments

A. Constitutions, Bylaws, & Program of Activities

The committee met on October 12, 2017. It is recommended that the state association updates and uploads their own POA on the AET so that it can serve as an example for the other chapters.

Motion by Renee Stillwell to accept the committee report as read.

Implied second. Motion passes.

Motion by Renee Stillwell to require chapters to submit their POA online using AET for the 2018-2019 school year.

Seconded by Morgan Rutar. Motion passes.

Motion by Renee Stillwell that a constitution report be added to the board agenda following the parliamentary procedure report for each meeting.

Seconded by Ariel Norbeck. Motion passes.

B. Membership & Chapter Relations

No report.

C. State Leadership Activities

No report.

D. State Applications

No report.

E. Career Development Evaluation and Review

No report.

F. Horticulture Exposition Evaluation and Review

The committee met on October 18 to define ways that the horticultural exposition categories could be altered to fit industry demands better. This includes types of classes and the requirements that must be met. All suggested changes must be approved by industry leaders before they are officially updated.

Motion by McKenna Moore to accept the committee report as read.
Implied second. Motion passes.

Motion by McKenna Moore to change that the potting containers in the horticulture division may not exceed 12 inches.
Seconded by Renee Stillwell. Motion fails.

G. State Convention Evaluation

The committee met on October 7 to discuss and suggest this year's state-wide community service project.

Motion by Sarah Kelly to accept the committee report as read.
Implied second. Motion passes.

Motion by Sarah Kelly to approve the Congenital Heart Defect Coalition as this year's state-wide community service project.
Seconded by Allison Finn. Motion fails.

Renee Stillwell reassumed the duties of the chair.

VI. Parliamentary Procedure Report

A motion to recess allows for the meeting to pause and the members to take a break for a designated period of time. It must be seconded and passed with a majority vote, is not debatable, and may be amended.

VII. Executive Committee Report

The officers shared one aspect of national convention that they enjoyed. Morgan Rutar allowed them to reflect on how they continue to make the most out of their one year of service.

VIII. Foundation Report

The Foundation met on Oct 17, 2017 at 6 p.m. at the Department of Agriculture. They discussed the creation of an operations account so that they can invest money in marketing and promotion. The Foundation is doing very well. The next meeting will be January 9 at 6:00 p.m.

IX. Alumni Report

The Alumni had their meeting on October 11. They named Dave Watts as their new Foundation Representative. They are creating additional online promotional materials for their 5K that will be held on November 18. They are looking forward to hosting this event at The Horse Park of NJ. Mr. and Mrs. Trivette will be the honorees at the 2018 Annual Golf Tournament. The next meeting is December 13.

X. Agricultural Education Advisory Council Report

The next meeting will be at the Agricultural Convention on February 7, 2018.

XI. New Jersey Agricultural Society

The next meeting is Wednesday, November 8, 2017.

XII. New Jersey Association for Agricultural Educators

The next NJAAE meeting is on November 14. Their national convention is next month, starting on December 5 in Nashville, Tennessee.

XIII. Unfinished Business

A. Leadership Experience and Development Conference Evaluation

The evaluation results were provided in the folders.

B. 90th National FFA Convention Review

A report of the placings received by individual members and teams that competed at National Convention was provided.

C. New Jersey State Grange Annual Meeting

The Grange held their annual meeting on October 20 in Bridgeport, NJ. Kelsey Stockton attended the meeting and spoke about her story and involvement in FFA and agricultural education. It was a good night as she was introduced to their traditions such as opening the meeting with jokes as well as sign-a-song performances.

D. New Jersey Farm Bureau Convention

Renee Stillwell will speak at the convention on November 13 at the Westin in Princeton.

E. Fall Career Development Events

Fall CDEs will be held at Rutgers University on November 16. The board was reminded of their assignments. The officers will wear their unofficial dress unless otherwise noted.

F. International Leadership Seminar for State Officers

McKenna Moore, Sarah Kelly, and Zuri Richmond have been garnering donations and completing their online coursework. They have two months until they travel to South Africa!

G. Chapter Visits

Chapter visits are in full-swing. There was a reminder to confirm visits and post on social media after the visit.

H. Team Goal Action Plan

The goals of the team were shared.

XIV. New Business

A. 212 Conference

The 212 Conference will be held on December 9 at Rutgers University. Attendance lists are being submitted.

B. Holiday Party

Our Holiday Party will be on December 15 at the Trivette Residence following the December Work Session. The limit for the gift exchange is \$15.

C. State Officer Candidates' School

SOCS will be on January 27 at the Stone Bridge Middle School. Registration is \$9 per participant. A Success Support video will be created. More information to follow at the work session.

D. Agricultural Education Issues Discussion

McKenna shared an infographic that highlighted the trade partnership that the United States has with Canada. The fact is that 64% of the processed food that Canada imports originates from the U.S. and is made by American Manufacturers.

E. Member of the Month

Motion by Morgan Rutar to select Jessica Corbett from the Allentown FFA Chapter as the November Member of the Month.

Seconded by Jeremy Posluszny. Motion passes.

F. State Officer Mileage

The updated mileage report was provided in the folders.

The meeting was adjourned at 5:40 p.m.

Respectively Submitted,

Kelsey Stockton, State Secretary

10:36 AM

November 6, 2017

Cash Basis

NJ FFA Association
Monthly State Meetings - General Ledger
 As of October 31, 2017

FFA	Type	Date	Name	Memo	Split	Original Amount	Paid Amount	Balance
	Check	10/02/2017	National FFA Organiz...	Official Manuals		-41.50	-41.50	25,112.85
	Check	10/02/2017	DJ Nebbs Entertainm...	DJ for LEAD	P5 (Dues/Memberships-Expense)	-300.00	-300.00	25,071.35
	Deposit	10/04/2017		Deposit	-SPLIT-	4,973.00	4,973.00	24,771.35
	Check	10/04/2017	Bank of America	Penns Grove - room cancellation fee for N...	P7 (National Conven. - Expense)	-75.00	-75.00	29,744.35
	Check	10/04/2017	Bank of America	Penns Grove - 2nd room cancellation fee ...	P7 (National Conven. - Expense)	-75.00	-75.00	29,669.35
	Check	10/04/2017	Bank of America	Freehold - room cancellation fee for Natio...	P7 (National Conven. - Expense)	-75.00	-75.00	29,594.35
	Check	10/04/2017	National FFA Organiz...	Morgan Rutar's NOC Jacket	P7 (National Conven. - Expense)	-88.00	-88.00	29,518.35
	Check	10/10/2017	First Coast Promotions	2017 LEAD participant tshirts	P5 (LEAD - Expense)	-864.58	-864.58	29,431.35
	Deposit	10/16/2017		Deposit	-SPLIT-	7,295.00	7,295.00	28,566.77
	Check	10/16/2017	National FFA Organiz...	2017 National Convention Registration (7...	P7 (National Conven. - Expense)	-440.00	-440.00	35,661.77
	Check	10/16/2017	Halo Branded Solutions	Thank you gifts for judges	P2 (CDEs - Expense)	-927.39	-927.39	35,421.77
	Check	10/19/2017	The Hotel ML	hotel expenses; room rental, AV, meals	P5 (LEAD - Expense)	-11,837.16	-11,837.16	34,494.38
	Deposit	10/20/2017		Deposit	-SPLIT-	7,548.00	7,548.00	22,657.22
			Total FFA			5,092.37	5,092.37	30,205.22
			TOTAL			5,092.37	5,092.37	30,205.22

NJ FFA Association
FFA Monthly Budget Summary
October 2017

	Oct 17	Jul - Oct 17	\$Under/Over Budget	Annual Budget
Income				
Deposit	0.00	0.00	0.00	0.00
P1 Dues/Memberships (Income)	12,925.00	12,560.00	-35,440.00	48,000.00
P2 CDEs (Income)	545.00	1,369.00	-6.00	1,375.00
P4 State Officers (Income)	0.00	140.90	-134.10	275.00
P5 LEAD (Income)	8,580.00	12,045.00	-4,055.00	16,100.00
P6 State Convention (Income)	1,798.00	6,418.54	-51,861.46	58,280.00
P7 National Convention (Income)	310.00	1,110.00	200.00	910.00
P8 Horticulture Expo (Income)	0.00	0.00	-5,450.00	5,450.00
P10 Leadership Event (Income)	0.00	0.00	-4,500.00	4,500.00
Total Income	24,158.00	33,643.44	-101,246.56	134,890.00
Expense				
P1 (Dues/Memberships-Expense)	41.50	976.50	-26,523.50	27,500.00
P2 (CDEs - Expense)	927.39	1,102.39	-1,123.61	2,226.00
P3 (General Supplies - Expense)	0.00	1,485.20	-1,340.80	2,826.00
P4 (State Officers - Expense)	0.00	4,199.37	-4,868.63	9,068.00
P5 (LEAD - Expense)	13,001.74	13,564.24	-2,359.76	15,924.00
P6 (State Convention - Expense)	0.00	61,000.68	3,110.68	57,890.00
P7 (National Conven. - Expense)	753.00	2,948.00	-3,949.80	6,897.80
P8 (Hort Expo - Expense)	0.00	0.00	-4,180.00	4,180.00
P9 (NLCISO - Expense)	0.00	0.00	-3,250.20	3,250.20
P10 (Leadership Event-Expense)	0.00	0.00	-5,128.00	5,128.00
Total Expense	14,723.63	85,276.38	-49,613.62	134,890.00
Net Income	9,434.37	-51,632.94	-51,632.94	0.00

Committee Report
(SUBMIT TO STATE SECRETARY)

Date: October 12, 2017

Committee: Constitution, Bylaws, and Program of Activities

Committee Members Present:

Renée Stillwell, Jeremy Posluszny, Ariel Norbeck, Morgan Rutar, Mrs. Thomé

Absent:

None

Purpose of Meeting:

The purpose of this committee meeting was to solidify the goals for the upcoming year, establish a timeline of goals and action plans, create dates and deadlines for certain prioritized actions, and approve a report to the Executive Board.

Recommended Action(s):

Goals
The Committee recommends that:
-The Executive Board require that FFA Chapters submit the Program of Activities by the required deadline through the AET.com for the 2018-2019 school year and onward, and
-The Executive Board update the New Jersey State FFA POA by December 20, and before the announcement of requiring the POA online in January, in order to provide chapters with an example, and
-Include a Constitution Report with the Parliamentary Procedure report on the monthly agenda to remind State Officers of how New Jersey FFA operates and to ensure that any discrepancy in the constitution can be reported back to the Committee.

Comments:

With our push to have more technology be used throughout the year for submitting information, required documents, and registration, the Committee feels it is crucial that we ask for chapters to utilize the AET when submitting the POA. The Committee also feels it is important that the Association have an updated POA uploaded to the AET to serve as an example, before releasing the requirement, in order to show chapters what is expected. The Committee feels that keeping State Officers updated on the language of the Constitution will help them relay information to chapters throughout the year, as well as find any mistakes or changes that need to be made.

Chairperson

Secretary

Committee Report
(SUBMIT TO STATE SECRETARY)

Date: October 18, 2017

Committee: Horticulture Exposition Review

Committee Members Present: McKenna Moore, Morgan Rutar, Sarah Kelly

Absent: Ariel Norbeck, Ms. Laurie Neyhart

Purpose of Meeting: Review the Horticulture Exposition rules and categories and make the suggested recommendations by the State Convention Hort Expo Committee.

Recommended Action(s): Recommendations for the Horticulture Exposition State Convention Committee included creating a standardized height requirement for all entries within a given division; expanding the categories to include sections such as urban agriculture, aquaponics, and hydroponics; and enhancing the workshops provided during to exposition. This committee recomends the following changes; that potting containers may not exceed 12" in the horticulture division, that the demesions for arrangements may not exceed 16"x16"x24" in the arrangement category as to unify the size of the division, and replacing Horticulture Division Class 115 Topiary with a Hydroponic Systems class. If adopted, the new rules for the Hydroponic Systems class should read as follows; A hydroponic system of original student design featuring plants owned by the student for a minimum of three months. Systems may not exceed the measurements of 30"x30"x30" and be limited to the use of one eletrical plug. With the addition of a category allowing electricity, the rues of the Horticulture Exposition should be adopted to read that there may be no use of electricy in exhibits with the exeption of Class 115. Furthermore, this committee is not recommending the combination of the Floriculture and Floral Design CDEs.

Comments: With the addition of a category with electrical capabilities, the NJ FFA Assocaition must be willing to provide electrical outlets to all members registreed to participate in this category (by means of electrical extension cords).

McKenna Moore
Chairperson

Secretary

Committee Report
(SUBMIT TO STATE SECRETARY)

Date: October 7, 2017

Committee: State Convention Evaluation

Committee Members Present: Sarah Kelly, Allison Finn, Morgan Rutar, and Kelsey Stockton.

Absent: Robin McLean

Purpose of Meeting: Determine the State Wide Community Service Project.

Recommended Action(s): Approve the Congenital Heart Defect Coalition as the State Wide Community Service Project and then contact the coalition about further actions.

Comments:

Sarah Kelly
Chairperson

Allison Finn
Secretary