



2021 KACAA Summer Board Meeting Agenda

Date: June 21, 2021 | Location: Zoom | Time: 10:00 AM EST

- | | | |
|---------------------------------|-----------|------------------|
| • Call to Order | President | Courtney Jenkins |
| • Roll Call | Secretary | Heather Graham |
| • Approval of Agenda | President | Courtney Jenkins |
| • Minutes of 9/22/20 & 12/10/20 | Secretary | Heather Graham |
| • Financial Report | Treasurer | Adam Probst |

Old Business

- ANR Director Search
- 2021 AM/PIC

New Business

- | | |
|---------------------------------------|------------------------------|
| • Concerns for Administrative Meeting | Courtney Jenkins, President |
| • 2021-2022 Budget Proposal | Adam Probst, Treasurer |
| • Nominating Committee Report | Carol Hinton, Past President |
| • Education Foundation Nominations | Greg Comer, Foundation Chair |
| • KACAA AM/PIC Meeting Schedule | Courtney Jenkins, President |
| • JCEP Update | Carol Hinton, Past President |

Other Business

At-Large Director Reports & Special Reports

- | | |
|------------------------------|----------------------------|
| • Farm Organizations | Ricky Arnett, Director |
| • Public Relations | Lindie Huffman, Director |
| • Salary and Fringe Benefits | David Fourqurean, Director |
| • Life Members | Glenn Roberts, Director |
| • Philanthropy | Greg Drake, Director |
| • Foundation | Greg Comer |

Committee Reports

- **Program Recognition Council**
 - o Recognition & Awards
 - o Communications
 - o Search for Excellence
 - o Professional Excellence
 - o Scholarship
- **Extension Development Council**
 - o Early Career Development
 - o Leadership & Administrative Skills
 - o Teaching & Educational Technologies
 - o Agricultural Issues & Public Relations
- **Professional Improvement Council**
 - o 4-H Youth
 - o Agronomy & Pest Management
 - o Ag Economics & Community Development
 - o Animal Science
 - o Natural Resources/Aquaculture
 - o Horticulture & Turfgrass
 - o Sustainable Agriculture

Jason Phillips, Chair

VACANT

Vicki Shadrick

Jay Hettmansperger

Phillip Konopka

Robbie Smith

Joanna Coles, Chair

Heather Graham

David Appelman

Nick Roy

Whitney Carman

Rob Amburgey, Chair

Matt Futrell

VACANT

Michelle Simon

April Wilhoit

Matt Chadwick

Adam Leonberger

Chad Conway

Important Up and Coming Dates

*Continue to monitor KERS for In-Service Trainings

- NACAA AM/PIC—Virtual—July 6th-9th



2020 KACAA Summer Board Meeting Minutes

Date: September 15, 2020 | Location: Zoom | Time: 10 AM

- | | | |
|-----------------------------------|-----------|------------------------|
| • Call to Order | President | Carol Hinton |
| • Roll Call | Secretary | Lindie Huffman, acting |
| • Approval of Agenda | President | Carol Hinton |
| • Minutes of 2019 Winter Workshop | Secretary | Lindie Huffman, acting |
| • Financial Report | Treasurer | Adam Probst |

Call to Order

- President Carol Hinton called the meeting to order at 10:05 AM
- Roll Call taken via Chat Box
- David Fourqurean, Matt Futrell Second. Motion carried

Minute Approval

- Lindie Huffman, acting secretary, presented minutes via email. Courtney Jenkins moved to accept minutes of Winter Workshop. Second Fourqurean. Motion carried.
- Adam Probst, financial report – not present, skipped

Old Business

- By-Laws Kevin Lyons, 2nd Vice-President
Bylaws presented to full membership 30 days prior. Committee has reviewed. Proposed changes displayed for board membership. Carol discussed concerns from ___ on membership, allowing administrators access as associate member.

Moved by Kevin Lyons to table the proposed by-laws changes until Winter Workshop. Seconded Jason Phillips. Motion Carries.

New Business

- Concerns for Administrative Meeting District Directors
 - See Concerns Document
- 2020-2021 Budget Proposal Adam Probst, Treasurer

- **Nominating Committee Report**
 - 3rd VP – Corinne Belton
 - Secretary – Heather Graham
 - Fringe Benefits – David Fourqurean
 - Farm Organizations – Ricky Arnett
 - Philanthropy – Greg Drake
- Education Foundation Nominations
- KACAA Annual Meeting Schedule
- JCEP Update

Greg Comer, Past President

Linda McClanahan, Foundation Chair
 Carol Hinton, President
 Greg Comer, Past President

At-Large Director Reports & Special Reports

- Farm Organizations
- Public Relations
- Salary and Fringe Benefit
- Life Members

Greg Drake, Director
 Lindie Huffman, Director
 Corinne Belton, Director
 Glenn Roberts, Director

Committee Reports - deferred to annual meeting

Kevin Lyons, 2nd Vice-President KACAA

- **Program Recognition Council**
 - Recognition & Awards
 - Communications
 - Search for Excellence
 - Professional Excellence
 - Public Relations
 - Scholarship
- **Extension Development Council**
 - Early Career Development
 - Leadership & Administrative Skills
 - Teaching & Educational Technologies
 - Agricultural Issues & Public Relations
- **Professional Improvement Council**
 - 4-H Youth
 - Agronomy & Pest Management
 - Ag Economics & Community Development

Jason Phillips, Chair
 Christin Herbst
 Vicki Shadrick
 Jay Hettmansperger
 Phillip Konopka
 Lindie Huffman
 Robbie Smith
Joanna Coles, Chair
 Heather Graham
 David Appelman
 Nick Roy
 Whitney Carman
 Rob Amburgey, Chair
 Matt Futrell
 Daniel Carpenter
 Michelle Simon

- Animal Science
- Natural Resources/Aquaculture
- Horticulture & Turfgrass
- Sustainable Agriculture

April Wilhoit
Matt Chadwick
Adam Leonberger
Chad Conway

Meeting Adjourned.

Important Up and Coming Dates

- NACAA AM/PIC: TBD Virtual Meeting



2020 KACAA Winter Workshop Minutes

Date: December 10, 2020 | Location: Zoom | Time: 10:30 AM

Call to Order

President Courtney Jenkins called the meeting to order at 10:37am

Roll Call

Roll call was conducted via the chat feature of Zoom. 29 members were present.

Adam Probst, Courtney Jenkins, Carol Hinton, Greg Drake, Ricky Arnett, Matt Futrell, Matt Adams, Lindie Huffman, Nick Roy, Heather Graham, April Wilhoit, Linda Hieneman, Tad Campbell, Jay Hettmasperger, Chad Conway, Christin Herbst, David Fourqurean, Corinne Belton, Philip Konopka, Kevin Lyons, Greg Comer, Vicki Shadrick, Levi Berg, Paul Sizemore, Rob Amburgey, David Appelman, Michelle Simon, Adam Barnes, and Chris Schalk

Approval of Agenda

Motion made to accept agenda as presented- Carol Hinton

2nd- Linda Hieneman

Motion carried.

Approval of Minutes (Sept. 22, 2020)

Sept. 22 was the annual meeting, so those minutes will be approved at the 2021 annual meeting. Because of the transition of officers and the transfer of KACAA documents from Google Drive to Microsoft Teams, Lindie moved to table the approval of minutes.

2nd - Ricky Arnett

Motion carried.

Financial Report

Adam Probst presented the financial report. He is contacting agents reminding them of annual KACAA dues. There is an option to pay online through PayPal with a credit card.

Motion to approve financial report as presented – Carol Hinton

2nd- Matt Futrell

Motion carried.

Old Business

- By-Laws (Tabled)

Kevin Lyons, 2nd Vice President

There was some discussion of the proposed changes to current bylaws. These changes were being proposed as UK made announcements of administrative changes. No action was taken. Note- According to Roberts Rule, if no action is taken on a tabled motion, it will “die.”

There was some discussion about looking into committee chairs being allowed to vote. Adam Barnes, Carol Hinton, and Corinne Belton will oversee reviewing this as a potential by-law change.

New Business

- 2021 State Meeting

Courtney Jenkins & D1 Agents

Still planning for in-person. June 22-24, 2021 in Ashland/Boyd CES. District 1 has discussed sending a Doodle poll out in March to get membership input on virtual vs. in-person.

Much discussion/hesitation over planning for in-person. From financial aspect, it would be hard to collect and/or return donations. Possibility of virtual business meeting (1day) and PIC in-person (1day)- concern over attendance, long distance to drive for 1 day. There was brief discussion about postponing until 2022, but that was quickly put to rest. If we don't fundraise for 2021, will we lose our “spot” with that agency/org/business? There was significant discussion about continuing with fundraising and making sponsors aware that there is a potential for cancellation and asking if they would want reimbursement, or if money could be applied to the Foundation scholarship.

- Update on Assistant ANR Director Search

Carol Hinton

Carol serves on the search committee. She encouraged agents to continue watching the live presentations of the candidates and reminded them of recordings on the search committee website. There is also a feedback form available for agents to complete. 3 good quality, but very different candidates: Dr. Craig Wood, Dr. Andrew London, and Dr. Timothy Coolong. The goal is to have the new hire in place January 1.

- Concerns for Administrative Meeting

Executive team reviewed these last week in preparation to send to admin for review. Administrative session will be today at 1:30pm, EST.

Other Business

At-Large Director Reports & Special Reports

- Farm Organizations Ricky Arnett, Director

Update: Ricky has talked with members and verified their willingness to serve in the following positions: Soybean Association=Tom Miller, Corn Grower Association=Clint Hardy, KY Forage & Grassland Council=Brandon Sears, Pork Producers=Whitney Carman, KY Cattlemens Association=Matt Adams.

- Public Relations Lindie Huffman, Director

Website has been updated. Lindie has made several virtual backgrounds for agents to use during Zoom meetings. Leadership is listed on website (with contact info on Excel sheet). Awards info is on website along with applications. Previous award winners are listed, and she's working on press releases. Maybe we should consider "branding" some of the tools that we use regularly (FCS has done a really good job of this- masks, cutting boards, mixing bowls, cooler bag, etc.). Maybe some money from AM/PIC could be used for this. Lindie is willing to help members with questions/concerns/need tips/etc.

- Salary and Fringe Benefits David Fourqurean, Director

No report. Any concerns- send to him

- Life Members Glenn Roberts, Director

No report

- Philanthropy Greg Drake, Director

Just transitioned to this job, replacing Ricky Arnett (he and Ricky swapped positions). KFB Board is happy to have that position continued with Ricky. On philanthropy side- Greg has worked with Ricky on documents that are used for fundraising. Will try to expand reach in statewide organizations and will be reaching out to ANR agents for those contacts.

- Foundation Greg Comer

Foundation funded 8 scholarships for agents or agents' children. Approximately \$4,900 left that can be used for scholarships.

Committee Reports

- Program Recognition Council Jason Phillips, Chair

- o Recognition & Awards Christin Herbst
AA & DSA applications are being accepted right now and are due Jan 1. Will send out one more reminder.

- o Communications Vicki Shadrick
When back from break, will start getting emails from her. Apps will be Due March 15

- o Search for Excellence Jay Hettmansperger
Will start advertising after break

- o Professional Excellence Phillip Konopka
Joanna Coles and Kristin Hildabrand got a national finalist on their Kentucky Farms, Kentucky Flavor educational poster this year for 2020. Will be sending reminders soon for coming applications.

- o Scholarship Robbie Smith
No report

- o Public Relations Lindie
Ag Awareness (pubs, newsletters, events, etc.) award- due March 15

- **Extension Development Council** **Joanna Coles, Chair**
Heather Graham

- o Early Career Development
No report

- o Leadership & Administrative Skills David Appelman
No report

- o Teaching & Educational Technologies Nick Roy
No report.

- o Agricultural Issues & Public Relations Whitney Carman
No report

- **Professional Improvement Council** **Rob Amburgey, Chair**
Matt Futrell

- o 4-H Youth
National awards are coming up

- o Agronomy & Pest Management Daniel Carpenter
No report

- o Ag Economics & Community Development Michelle Simon

Meeting monthly with Dr. Burnette and rest of group. Usually around 10 people (agents, specialist, and extension associates). Have been discussing statewide program planning (e.g. flex lease program). If interested in specific topics, let her know and she'll bring it up at the meeting. Economic subject matter training has been moved virtual (Jan 7 & 8, 10am-1pm both days), will get in-service hours.

- o Animal Science April Wilhoit
No report.
- o Natural Resources/Aquaculture Matt Chadwick
No report
- o Horticulture & Turfgrass Adam Leonberger
No report
- o Sustainable Agriculture Chad Conway
No report

Important Up and Coming Dates - reviewed

*Continue to monitor KERS for In-Service Trainings

Fruit & Veggie Conference (Virtual)	January 5, 12, 19, & 26
American Farm Bureau Convention (Virtual)	January 10-13
KCA Convention (Owensboro, KY)	January 15
OAK Conference (Virtual)	January 26-30

Reminder about session with admin at 1:30. Please mute at entry, and turn off video to help with bandwidth.

Motion to adjourn Kevin Lyon

2nd- Chad Conway

Adjourned at 12:04pm EST.

KACAA ANNUAL REPORT - 06-21-2021

7/1/2020 through 6/21/2021 (Cash Basis)

6/21/2021

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Date	Account	Num	Description	Memo	Tag	Clr	Amount
INCOME							12,244.31
AM PIC							2,843.37
Sponsorships							485.87
Other AM PIC							2,357.50
Membership Dues							8,849.44
KY Dues							8,999.44
National Dues							-150.00
Other Inc							551.50
9/25/2020	KACAA - CC... DEP		University Of... KY Beef Co...			R	551.50
EXPENSES							-3,990.99
Awards							-3,290.57
Fees & Charges							-15.00
Misc.							-579.99
9/29/2020	KACAA - CC... 1120		CKACAA	KY Beef Co...		R	-551.50
6/8/2021	KACAA - CC... EFT		Deluxe Chec...				-28.49
PILD							-50.43
Postage and Delivery (Business)							-55.00
OVERALL TOTAL							8,253.32

KACAA BALANCE SHEET - 06-21-2021 - As of 6/21/2021
As of 6/21/2021 (Cash Basis)

6/21/2021

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Account	6/21/2021 Balance
ASSETS	
Cash and Bank Accounts	
KACAA - CCNB	29,931.52
TOTAL Cash and Bank Accounts	29,931.52
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TOTAL ASSETS	29,931.52
LIABILITIES & EQUITY	
<hr/>	
LIABILITIES	0.00
EQUITY	29,931.52
TOTAL LIABILITIES & EQUITY	29,931.52



Kentucky Association of County Agricultural Agents



University of Kentucky
College of Agriculture,
Food and Environment
Cooperative Extension Service

Greg Drake II
State Director of Fundraising
For KACAA
P.O. Box 370
Morgantown, KY 4261
270-526-1207
gdrake@uky.edu

June 16, 2021

KACAA,

Fundraising efforts for the 2021 KACAA AMPIC were cut short due to the Covid. Ky Farm Bureau and KY Corn Growers each sent \$1000 sponsorships in early 2021. This money will be used by the host district to pay for this meeting. When the decision was made to go virtual I suspended additional state level fundraising efforts. In my fundraising letter to potential sponsors that I sent out in December of 2020 I informed potential donors that if we had to change the 2021 meeting to virtual their donation would be used to pay for the costs of the virtual program or would be used in another way to support the KY County Agents.

Fundraising for the 2022 KACAA Ampic will begin this fall. The agents in the Mammoth Cave Area are planning for a full scale meeting in Bowling Green. Hopefully our agriculture organizations and businesses will renew their commitments to the KY County Agents.

Sincerely,

Greg Drake II
State Director of Fundraising
For KACAA