

MINUTES  
JOINT MEETING OF THE NATIONAL BOARDS OF DIRECTORS AND  
NATIONAL OFFICERS OF THE FUTURE FARMERS OF AMERICA

Alexandria, Virginia  
January 22 - 24, 1973

Monday Morning - January 22, 1973

The meeting of the Boards of Directors and National Officers of the Future Farmers of America was called to order at 8:30 a.m. at the Olde Colony Motor Lodge, Alexandria, Virginia, by H. N. Hunsicker, Chairman. Those present in addition to the Chairman included:

Board of Directors

G. F. Barton, Consultant, Agricultural Education, Des Moines, Iowa;  
J. L. Branch, State Supervisor, Agricultural Education, Atlanta, Georgia;  
H. E. Edwards, Program Officer, U. S. Office of Education, Chicago, Illinois;  
P. A. Haight, Senior Supervisor, Agricultural Education, Boston, Massachusetts;  
J. W. Lacey, Program Officer, U. S. Office of Education, Denver, Colorado;  
J. R. Peddicord, State Supervisor, Agricultural Education, Carson City, Nevada;  
B. F. Rawls, Program Officer, U. S. Office of Education, Kansas City, Missouri;  
J. W. Warren, Program Officer, U. S. Office of Education, Philadelphia, Pennsylvania

Officers

Wm. Paul Gray, Secretary, Board of Directors, U. S. Office of Education,  
Washington, D. C.;

Board of National Officers

Dwight O. Seegmiller, National President, Decorah, Iowa;  
Jerry Goolsby, National Secretary, Guthrie, Oklahoma;  
Tim Daugherty, National Vice President, Chillicothe, Missouri;  
Bruce S. Erath, National Vice President, Grahamsville, New York;  
Zane Hansen, National Vice President, Pingree, Idaho;  
Robert M. Hinton, National Vice President, Sydney, Florida;

Consultants

Bob R. Stewart, Chairman, FFA Committee, AATEA, University of Missouri,  
Columbia, Missouri;  
Howard E. Teal, Past President, NVATA, Inc., Boonville, New York;

Others present for all, or portions of the meeting were:

Edward J. Hawkins, Executive Director, FFA, Alexandria, Virginia;  
Wilson W. Carnes, Editor, The National FUTURE FARMER Magazine, Alexandria,  
Virginia;  
Harry J. Andrews, Acting Manager, National FFA Supply Service, Alexandria,  
Virginia;  
C. Coleman Harris, Associate Executive Secretary, FFA, Alexandria, Virginia;



Lennie H. Gamage, Manager, International Programs, FFA, Alexandria, Virginia;  
 Robert A. Seefeldt, Manager, FFA Contests and Awards, Alexandria, Virginia;  
 A. Daniel Reuwee, Director of Information, FFA, Alexandria, Virginia;  
 Earl Wineinger, Associate Manager, FFA Contests and Awards, Alexandria, Virginia;  
 John M. Pitzer, Manager, Official FFA Calendar, The National FUTURE FARMER  
 Magazine, Alexandria, Virginia;  
 Jay Benham, Administrative Secretary, National FFA Alumni Association,  
 Alexandria, Virginia;  
 Donald N. McDowell, Executive Director, National FFA Foundation Sponsoring  
 Committee, Madison, Wisconsin;

Mr. J. M. Campbell, National FFA Treasurer and State Supervisor, Agricultural Education, Richmond, Virginia was unable to attend the meeting.

INVOCATION --- Jerry Goolsby, National FFA Secretary, gave the invocation.

PROGRAM ADJUSTMENTS --- Program adjustments were requested and made.

INTRODUCTORY REMARKS --- The Chairman briefly outlined the procedures to be followed by the Boards. Dwight Seegmiller, National FFA President, made brief remarks.

NVATA EXECUTIVE COMMITTEE REPORT --- Mr. Gerald F. Barton gave a report on a meeting of the NVATA Executive Committee which he attended November 29-30, 1972 as a representative of this Board.

NVATA EXECUTIVE COMMITTEE REPORT ACCEPTED --- The Chairman thanked the NVATA for its invitation to have the FFA Board of Directors represented at their Executive Committee Meeting, and Mr. Barton for his participation. It was then moved by Jerry Goolsby (Mr. Rawls)\*, seconded by Tim Daugherty (Mr. Warren), and carried, that the Report of NVATA Executive Committee be accepted.

REMARKS BY PAST NVATA PRESIDENT --- Mr. Howard Teal, Past President of the NVATA stated that he was very pleased that NVATA extended an invitation to FFA's Board of Directors to participate at its Executive Committee meetings. Mr. Teal further stated that representatives of Teacher Educators, State Supervisors and FFA would always be invited to future meetings.

REMARKS BY AATEA CONSULTANT --- Dr. Bob Stewart, representing Teacher Educators, stated that the President of the AATEA had invited the National FFA Advisor to its meeting. He also called attention to the fact that 30-40% of Teacher Educators were involved in "FFA Operation Update."

APPROVAL OF PREVIOUS MINUTES --- It was moved by Tim Daugherty (Mr. Barton), seconded by Zane Hansen (Mr. Peddicord), and carried, that the Minutes of the October 8-9, 1972 meeting be approved as mimeographed and distributed.

\*Parenthesis indicate joint action by the National FFA Officers and Board of Directors, including recommendations by the Officers and official action by the Board of Directors.



NOTE: A discussion followed relative to members of the Board being quoted, by name, in the minutes. The question was raised whether or not a policy is in existence concerning this matter. The Chairman stated such a policy had been established several years ago. It was suggested that this policy be reviewed and possibly modified. Therefore, a committee composed of Messrs. Rawls (Chairman), Edwards and Branch was appointed by the Chairman to review and revise the policy as they deem appropriate and report back to the Board at a later date.

REPORT OF NATIONAL FFA TREASURER --- In the absence of Mr. Campbell, National FFA Treasurer, Mr. Edward J. Hawkins, Executive Director of the FFA, reported on the current financial status of income and expenditures. It was pointed out that the organization is staying within its budget.

MOTION --- It was moved by Zane Hansen (Mr. Warren), seconded by Bob Hinton (Mr. Haight), and carried, that the Treasurer's Report be accepted.

REPORT AND RECOMMENDATIONS OF THE FFA FINANCE COMMITTEE --- Mr. J. L. Branch, Chairman of the FFA Finance Committee, reviewed in detail the minutes and recommendations of Finance Committee meeting held January 4-5, 1973. Mr. Branch stated since a Finance Committee has been established, all items relating to money should be called to the committee's attention for related study. He further stated that the committee will evaluate from time to time the operations at the Center, and that the FFA staff members are invited to present ideas or suggestions to the committee for its consideration.

MOTION --- It was moved by Bob Hinton (Mr. Peddicord), seconded by Zane Hansen (Mr. Haight), and carried, that the minutes and recommendations of the Finance Committee be approved as corrected. (See Appendix A.)

PRESENTATION OF 1973-74 BUDGET --- In behalf of the National FFA Treasurer the Executive Director of the FFA presented the proposed Consolidated Budget for FY-1973-74, followed by the respective Divisional budgets for the same period. Considerable discussion ensued.

MOTION --- It was moved by Jerry Goolsby (Mr. Branch), seconded by Zane Hansen (Mr. Barton), and carried, that the proposed budget be recommended for approval on Wednesday, including additional changes and modifications as determined by the Board of Directors.

MOTION --- It was moved by Tim Daugherty (Mr. Barton), seconded by Zane Hansen (Mr. Haight), and carried, that the National FFA Supply Service raise the price of the official FFA jacket \$1.00, as recommended by the Finance Committee. Motion carried unanimously.

DISCUSSION OF FINANCIAL MATTERS --- Further discussion took place relative to several recommendations by the Finance Committee, especially with regard to increasing the registration fee for the National FFA Convention. It was pointed out that the additional funds obtained by increasing the registration fee should be used for convention activities only. A suggestion was made that extensive P.R. work explaining the reasons for the increase should accompany the announcement to the States.



MOTION --- It was moved by Bruce Erath (Mr. Rawls), seconded by Bob Hinton (Mr. Branch), and carried, to accept the Finance Committee's recommendation to raise the registration fee for the National FFA Convention from \$3.00 to \$4.00

REPORT OF SPECIAL COMMITTEE ON EVALUATION OF FFA CONTESTS AND AWARDS --- Mr. H. E. Edwards, Committee Chairman, reported on a partial summary of questionnaires mailed to State FFA Advisors. Mr. Edwards made the following recommendations:

1. The committee follow-up with telephone calls to the States who have not responded to the questionnaires.
2. If the Board deems it feasible, let the committee meet in approximately six weeks for another one or two days, to further study and complete the summarization.

Mr. Edwards then solicited the Boards' ideas and suggestions, i.e. what is the committee's next step? He pointed out that additional expenditure of funds may be needed to complete the study. It was recommended that a total summarization of the study be made and presented to the Boards 30 days prior to the July meeting.

TELEGRAM SENT TO MAYOR OF KANSAS CITY, MISSOURI --- The Chairman appointed a committee consisting of Messrs. Gray, Rawls, Lacey, Barton, Dwight Seegmiller and Tim Daugherty to discuss a telephone call received from Kansas City, Missouri, relative to improving the facilities of the American Royal Livestock and Horse Show.

The meeting was recessed for lunch at 12:00 noon.

Monday Afternoon, January 22, 1973

The meeting was reconvened by the Chairman at 1:15 p.m. with all members of the Boards present.

MOTION --- After a brief discussion of the Committee Report regarding the American Royal, it was moved by Tim Daugherty (Mr. Edwards), seconded by Bob Hinton (Mr. Peddicord), and carried, that the following telegram be sent:

"Honorable Charles B. Wheeler, Mayor of Kansas City, Kansas City, Missouri: The Boards of National Officers and Directors of the FFA at their Annual Meeting in Washington, D. C., today unanimously agreed it would be of great benefit to the National FFA Convention and National FFA Judging Contests to improve the facilities of the American Royal Livestock and Horse Show.

s/ Wm. Paul Gray  
National FFA Executive Secretary  
and Secretary FFA Board of Directors"



CONTINUATION OF REPORT ON EVALUATION OF FFA CONTESTS AND AWARDS --- Further discussion took place concerning the evaluation of FFA Contests and Awards. The Committee Chairman (Mr. Edwards) pointed out that he was not ready at this time to make final recommendations and requested a meeting with Messrs. Teal, Wineinger and Peddicord prior to the end of the Board meeting to discuss the matter.

MOTION --- It was then moved by Bob Hinton (Mr. Rawls), seconded by Zane Hansen (Mr. Haight), and carried, to accept the Special Committee Report on Evaluation of FFA Contests and Awards.

FFA CONTESTS AND AWARDS --- Mr. Robert A. Seefeldt, Manager, FFA Contests and Awards, gave a status report regarding the proficiency award program and the problems encountered, which follow:

### 1. Reports

Each of the following FFA reports, at present, are individual reports which have different due dates: Future Farmers of America Organizational and Foundation Annual Report, National FFA Contests Certification Forms, and National FFA Foundation Payment Vouchers. To simplify the completion of these reports it was recommended that all three reports be made a part of one report with one common due date. Since the information requested on the National FFA Contests Certification is needed by August 15, it was recommended that the entire package be due at this time.

MOTION --- It was then moved by Zane Hansen (Mr. Peddicord), seconded by Bob Hinton (Mr. Barton), and carried, to accept and use the recommendation of combining the three reports into one report with one common due date.

### 2. Ornamental Horticulture Contest

Mr. Earl Wineinger, Associate Manager, FFA Contests and Awards, pointed out to the Boards that considerable disagreement still exists between the States as to the content of the Ornamental Horticulture Contest. He then distributed copies of the revised proposed contest, requesting its acceptance and implementation in 1973, if a special project sponsor can be identified by April 1, 1973.

MOTION --- It was moved by Bob Hinton (Mr. Branch), seconded by Zane Hansen (Mr. Warren), and carried, to recommend the Ornamental Horticulture Contest become a reality in 1973 if a special project sponsor can be identified.

### 3. Quality of Proficiency Award State Winners

Mr. Seefeldt discussed the present policy and problems relative to the quality of proficiency award programs that are declared State winners. It is becoming apparent that more States are beginning to select their State proficiency award winners using only the information contained on the application form. Such a practice may lead to the development of what appears to be an outstanding program on paper, but which may not be backed up by an actual program of high quality.

MOTION --- It was moved by Jerry Goolsby (Mr. Haight), seconded by Bob Hinton (Mr. Barton), and carried, that each State be required to certify that the information contained on the applications submitted for regional competition have been substantiated by an actual visit to the candidate's supervised occupational experience program, by an impartial member of the State Vocational Agriculture Teachers Association, FFA Alumni or other personnel designated by the State Supervisor.



#### 4. Livestock Proficiency Award Program

Mr. Seefeldt pointed out that at present all three main classes (Swine, Sheep and Beef Cattle) of livestock are covered under "Livestock Production" in the proficiency award program. With the continued emphasis on specialization, many States are requesting that this activity be broken down into three areas. Considerable discussion took place. It was the consensus of the Boards to refer this matter to the study committee on evaluation of FFA Contests and Awards to ascertain the feasibility of breaking down the Livestock Production award into three areas, and leaving the special awards area open to those classifications of livestock which are not presently sponsored by special project sponsors. Further agreement was reached that final action and recommendations to the Board of Trustees be delayed until a final report is made by the Special Committee on Evaluation of FFA Contests and Awards.

BULLETIN NO. 4 --- Mr. Wineinger announced Bulletin No. 4, revised November 1972, has been reprinted and distributed to the States.

COMMUNITY DEVELOPMENT AD HOC COMMITTEE REPORT --- Mr. Wineinger then reported on the Community Development Ad Hoc Committee Meeting (January 15-17, 1973). The committee, as approved by the Board in July, 1972, met primarily for the purpose of developing a recommended plan-of-action for improving and providing appropriate instructional materials and procedures in the area of community development. He pointed out that the committee operated from the following basic assumptions:

1. That proposals and plans for the improvement of the community development curriculum should proceed in anticipation of securing funding wherever possible.
2. That preparation of community development curriculum materials should be done by States with the national level, USOE, FFA and Farmers Home Administration personnel serving as a catalyst in the overall plan-of-action.

Mr. Wineinger emphasized that additional time was needed to evaluate details of this plan-of-action. A complete report will be prepared in its entirety in the near future and distributed. Considerable discussion followed on the committee's guidelines for developing a community development instructional materials plan-of-action, especially funding and the FFA serving as a catalyst.

MOTION --- It was moved by Jerry Goolsby, seconded by Zane Hansen and carried that the Board of National FFA Officers go on record as being in favor of developing the Community Development Curriculum with the FFA serving as a catalyst in the overall plan-of-action.

Further discussion took place.

MOTION --- It was moved by Mr. Edwards, seconded by Mr. Branch, and carried, that the action taken by the National FFA Officers be postponed until the July meeting at which time the ad hoc committee, headed by Mr. Wineinger, will report the final results and recommendations.



REPORT OF THE EXECUTIVE DIRECTOR OF THE FFA FOUNDATION SPONSORING COMMITTEE ---

Mr. Don McDowell, Executive Director of the FFA Foundation Sponsoring Committee reported on the accomplishments of the FFA Foundation Sponsoring Committee for 1972. He distributed copies of a summary, as of December 31, 1972, including statistics of sponsors and contributions as compared to fiscal years 1970 and 1971. The report shows, 765 sponsors contributed \$427,885.00. This was a gain of 194 new sponsors. The Sponsoring Committee's campaign goal for 1973 was set by Mr. Malcolm McVie, Sponsoring Committee Chairman, at \$500,000.00. Mr. McDowell then pointed out some of the regional accomplishments by sponsors and talked about obtaining additional sponsors for special projects. He also stated that more printed materials are needed for presentation to prospective sponsors.

FURTHER DISCUSSION ON LIVESTOCK PRODUCTION PROFICIENCY AWARD --- Mr. McDowell

suggested if he could obtain from one to three sponsors for the Livestock Proficiency award he would accept such an offer, with the understanding that the funds would be used for the total Livestock award until sufficient sponsors could be obtained for individual sponsorship of the respective areas of Livestock, i.e. Swine, Sheep and Beef Cattle. There being no objections by the Boards, Mr. McDowell's suggestion was accepted.

DISCUSSION ON JOINT OR CO-SPONSORSHIP OF SPECIAL PROJECTS --- The question of joint or co-sponsorship was discussed at this time.

MOTION --- It was moved by Jerry Goolsby (Mr. Peddicord), seconded by Bruce Erath (Mr. Branch), and carried, to recommend to the Board of Trustees that not more than two companies or organizations be permitted to share special project sponsorship.

The meeting was recessed at 5:00 p.m.

Tuesday Morning, January 23, 1973

The meeting was reconvened at 8:05 a.m. by the Chairman. All members of the Boards were present with the exception of Mr. J. L. Branch, who had been called back to Georgia.

MOTION --- It was moved by Jerry Goolsby (Mr. Barton), seconded by Zane Hansen (Mr. Warren), and carried, that Mr. McDowell's report, which was presented yesterday, be accepted.

LEADERSHIP CONFERENCES --- Mr. Harris gave a brief report on the various regional conferences, Washington Conference Programs and the State Presidents' Conference to be held in 1973. He stated that a leaflet on the Washington Conferences had been mailed to all States and chapters and by this time all local advisors should be well informed about the conferences. The staff for the Washington Conference Program will be Dennis Engelke, Dennis Sargent and Sammy Peebles. Mr. Harris stated he will meet with these individuals in March to work out final details for the summer program.



NATIONAL OFFICERS' TOUR --- Mr. Harris reported on plans for the forthcoming National Officers' Tour where the group will visit 18 cities in 14 States. He stated that while on the tour the National Officers will present plaques, spurs or certificates where appropriate, to Foundation sponsors. In cases where this procedure is not possible the awards will be sent to the various State Advisors, asking that they be presented at the State Convention or at other appropriate occasions. If it is not possible to present these awards in person, the States are requested to mail them to the sponsors.

THRUSTS FOR 1974 --- A report was then given by Mr. Harris on "FFA Thrusts for 1974." It was felt this program should be directed toward 1975, rather than 1974, calling for development in 1973 and 1974, with the impact and conclusion in 1975. The purpose of this program is to design an approach to achieve priority objectives set by the Boards; provide direction for the development of necessary reference materials, teaching aids, information and promotional resources to achieve the objectives; and to recommend procedures and methods relating to the FFA which will improve its effectiveness as a part of the instructional program.

MOTION --- It was moved by Zane Hansen (Mr. Peddicord), seconded by Bob Hinton (Mr. Haight), and carried, to accept Mr. Harris' reports on the Leadership Conferences, National Officers' Tour and Thrusts for 1975.

OPERATION UPDATE FOLLOW-UP --- Mr. Gray briefly reported on the follow-up evaluations on "Operation Update." He also stated that a number of the States were interested in having a member of the FFA staff meet with the State staff and teacher educators, for further follow-up.

Mr. Lacey asked if in planning for meetings, etc. consideration was ever given to plans in terms of the ten regional offices (USOE). He felt the personnel in these regional offices could be of considerable help to the total program, if involved.

PROTECTION OF EMBLEM --- Mr. Hawkins reported that the registration of the initials "FFA" had been approved until 1985, and re-registration of the emblem under the Lanham Act has been made.

MOTION --- It was moved by Tim Daugherty (Mr. Rawls), seconded by Bob Hinton (Mr. Barton), and carried, that Mr. Hawkins' report be accepted.

ACTION OF EXECUTIVE COMMITTEE OF BOARD OF TRUSTEES --- Mr. Edwards, Vice President, FFA Foundation Board of Trustees, presented the following actions taken by the Executive Committee of the Foundation Board of Trustees:

1. That the Annual Meeting of the FFA Foundation Board of Trustees be changed from October 15 to August 2, 1973.
2. That the policy regarding special projects be changed to incorporate a 16 per cent of the special project cost set aside to general fund for all projects less than \$20,000.
3. That not more than two companies or organizations shall be permitted to share special project sponsorship.



PROPOSAL TO DEVELOP AN INSTRUCTIONAL PACKAGE FOR TRAINING FFA ADVISORS ---

The Agriculture Division of the American Vocational Association passed the following resolution at their 1972 national meeting and requested the Boards to give this careful consideration:

"The Agriculture Division of the AVA requests the FFA Board of Directors and the Trustees to encourage the FFA Foundation Sponsoring Committee to seek sponsorship for a project to develop an instructional package for training local FFA advisors."

A proposal submitted by Ohio State University was read by Mr. Gray. He and Dr. Stewart further explained supplemental information submitted by Mr. L. H. Newcomb regarding the proposal. After considerable discussion and review of the OSU proposal, it was suggested that a committee be appointed to meet, further study the proposal and present their recommendations to the Boards.

MOTION --- It was moved by Tim Daugherty (Mr. Haight), seconded by Bob Hinton (Mr. Warren), and carried, that a committee composed of Mr. Gray, Mr. Barton, Mr. Edwards, Mr. Teal, Dr. Stewart, Dwight Seegmiller and Tim Daugherty, meet relative to the AVA resolution and report their findings back to the Board during the afternoon meeting.

REPORT OF PUBLICATION DIVISION --- Mr. Carnes presented a report on the Publication Division. He distributed a categorical breakdown of advertising for the magazine for the year 1972, and reported that this was the best year for advertising since 1968. He further stated that the editorial staff is working to improve quality of layout, design and content of the magazine, as the budget will permit.

MOTION --- It was moved by Jerry Goolsby (Mr. Peddicord), seconded by Bob Hinton (Mr. Edwards), and carried, that Mr. Carnes' report on the Publication Division be accepted.

OFFICIAL CALENDAR --- Mr. Pitzer reported that the Calendar had another good year and that this activity continues to be self-supporting. He said that particular interest was being shown in the desk and poster calendars. An inventory of the calendar paintings was presented to the Executive Secretary, and Mr. Pitzer advised that the 1974 Calendar painting would tell the story of the modern vo-ag classroom and is titled "Discovery."

FFA WEEK -- Mr. Pitzer gave a brief report on FFA Week. He stated that 1973 is the 25th annual celebration of this activity, and that the sale of FFA Week supplies, created in the Publication Division and sold through the Supply Service, makes it partially self-supporting. He displayed items which can be ordered by chapters for use during FFA Week and advised that the idea booklet and order forms were sent out following the national convention.

MOTION --- It was moved by Bob Hinton (Mr. Rawls), seconded by Bruce Erath (Mr. Warren) and carried that Mr. Pitzer's report on the Official Calendar and FFA Week be accepted.

THEME--1974 --- Considerable discussion was held relative to the Theme for 1974. It was decided, however, that no action be taken on this until the group had time to review the proposed ideas for themes.



ALUMNI ASSOCIATION --- Mr. Benham presented a report on the Alumni Association. He reported a projected new membership of 15,000 for 1973, and that one out of every twenty membership renewals is a life membership. The life membership funds are not to be spent since they go into a memorial fund, and upon the death of the member the interest is used for scholarships for FFA members. The FFA Alumni Association Constitution and Bylaws were adopted at the first annual meeting in Kansas City in October, and the emblem for the Alumni was also approved. The Council plans to change the procedure for voting delegates to where a State will be allowed a determined number of voting delegates at the annual meeting, based upon the State membership in the Alumni. The number of delegates a State will be allowed will be announced later. A Legion of Merit Citation has been established whereby anyone signing up at least ten members will receive this Citation and will be honored at the meeting in Kansas City this fall.

MOTION --- It was moved by Zane Hansen (Mr. Peddicord), seconded by Bob Hinton (Mr. Barton), and carried, that Mr. Benham's report on the Alumni Association be accepted and that the national organization give total and positive support to the Alumni Association.

FFA PARTICIPATION IN BICENTENNIAL --- Last January authorization was requested to move forward in giving leadership to the Bicentennial Celebration. A Bicentennial Committee functioned at the 1972 convention and the national staff has cooperated with the six other vocational education student organizations in developing a "birthday leaflet" which was sent to all FFA chapters. In November national officers of the six vocational education student organizations met for two days in Washington to explore programs that might be implemented by vocational education groups or by an individual organization.

MOTION --- It was moved by Tim Daugherty (Mr. Barton), seconded by Bruce Erath (Mr. Edwards), and carried that we again endorse the concept of FFA participation in the Bicentennial Celebration.

The meeting was recessed at 12:00 noon.

Tuesday Afternoon, January 23, 1973

The meeting was reconvened at 1:10 p.m. by the Chairman. All members of the Boards were present with the exception of Mr. J. L. Branch of Georgia.

COMMITTEE REPORT REGARDING PROPOSAL TO DEVELOP AN INSTRUCTIONAL PACKAGE FOR TRAINING FFA ADVISORS --- The first item of business on the afternoon agenda was the report of the committee that had been appointed in the morning to determine what to do relative to the Agriculture Division of the American Vocational Association's resolution regarding the development of an instructional package for training FFA Advisors which had been submitted to them by L. H. Newcomb, graduate student of The Ohio State University. The Boards, after much discussion, complimented the Ohio State University and Mr. Newcomb but due to shortage of funds and other reasons listed by the committee, authorized the Program Planning and Development Division to further study the proposal and report back at the July meeting.



MOTION --- It was then moved by Tim Daugherty (Mr. Barton), seconded by Zane Hansen (Mr. Peddicord), and carried that the Program Division take the proposals developed in the committee for further study and that they report back at the July meeting. The Board members went on record as endorsing this idea in principle and stated that The Ohio State University should be complimented for this idea.

FFA WEEK THEME APPROVED --- Bruce Erath, Chairman of the committee composed of four national officers, which met during the lunch hour to determine the FFA Week Theme for 1974 gave their recommendation to the Boards.

MOTION --- It was then moved by Bruce Erath (Mr. Rawls), seconded by Robert Hinton (Mr. Haight), and carried, that the committee's recommendation of the FFA Week theme be accepted. (Announcement to be made following the July Board meeting.)

NATIONAL FFA SUPPLY SERVICE REPORT --- A comparison report was submitted by Harry J. Andrews, Acting Manager, of the National FFA Supply Service, which indicated sales are up substantially over the same period as last year. Jacket sales are up over 4,000 for this six-month period. It was pointed out that 59,000 jackets were processed between September 15 and November 30, representing two-thirds of the total year's volume. He further stated that steps are being taken to have additional lettering facilities in order to speed up shipments next fall.

MOTION --- New items were discussed and reviewed by the Boards at which time it was moved by Bruce Erath (Mr. Rawls), seconded by Robert Hinton (Mr. Barton), and carried, that the National FFA Supply Service be authorized to stock a new "emblem medallion plaque."

JACKET CONTRACT DISCUSSED --- In order to assure a continuous supply of corduroy, Mr. Andrews requested an extension of the present jacket contract with Universal Uniform Company.

MOTION --- It was moved by Jerry Goolsby (Mr. Barton), seconded by Zane Hansen (Mr. Peddicord), and carried, that the Boards authorize the extension of the present jacket contract with Universal Uniform Company for an additional three-year period.

STATEMENT OF POLICY FOR SUPPLY SERVICE --- Mr. Andrews requested approval of an official "Statement of Policy" explaining the operation of the Supply Service. At this point the FFA President asked Vice President Erath to assume the chair.

MOTION --- It was then moved by Dwight Seegmiller (Mr. Warren), seconded by Zane Hansen (Mr. Haight), and carried, unanimously, that the following policy statement be approved and that it be placed in the FFA Manual and the FFA Supply Service Catalog:

"The National FFA Supply Service is owned and operated by the National FFA Organization. A modest income earned from the sale of official items helps finance the overall FFA Organization and National activities. The FFA Board of Directors and National Officers determine which items are official. They set the prices for articles sold as well as the standards for quality and uniformity to insure a prestige image for the Organization and its members."



President Seegmiller resumed the chair.

PROPOSAL FOR FFA EDUCATIONAL MATERIALS SERVICE DISCUSSED --- A discussion then followed concerning the handling of FFA Educational Materials by the Supply Service.

MOTION --- It was moved by Bob Hinton (Mr. Edwards), seconded by Jerry Goolsby (Mr. Rawls), and carried, that the Finance Committee and Mr. Hawkins look into the feasibility of the Supply Service handling these items and that they report back at the July Board meeting.

MOTION TO ACCEPT SUPPLY SERVICE REPORT --- It was then moved by Jerry Goolsby (Mr. Peddicord), seconded by Zane Hansen (Mr. Lacey), and carried, that the report of the Supply Service be accepted.

ACHIEVEMENT AWARD CERTIFICATE DISCUSSED --- Mr. Seefeldt updated the Boards on the pilot program initiated to stimulate greater participation of all students in the FFA which had been approved at the July-August, 1972, meeting of the Boards (See Page 5 of those Minutes). He stated that Mr. Larry Rathbun of California Polytechnic State University is presently working with six schools in Ohio and California. He then presented to the Boards a newly-proposed certificate that had been designed for presentation to these students with special needs in hopes it will stimulate both students and teachers to greater achievement.

MOTION --- It was moved by Jerry Goolsby (Mr. Rawls), seconded by Zane Hansen (Mr. Barton), and carried, that Mr. Seefeldt's report be accepted.

REPORT ON INTERNATIONAL ACTIVITIES AND THE NATIONAL FFA ARCHIVES --- Mr. Lennie Gamage, Manager of International Programs, reported on International activities conducted in 1972 and the status of the National FFA Archives. He stated that a total of 81 FFA members and youth and agricultural educators from other countries were programmed for long-term work experience programs or for observation. Through conventions, meetings, and host family living, their experiences have touched thousands of people in more than 20 countries on all continents. Future Farmer organizations took a step forward in 1972 with the formation of the Future Farmers of Korea (FFK). The FUTURE FARMER GLOBE and The National FUTURE FARMER Magazine provide continuing contact with all groups.

He further stated that a major development effort was conducted in cooperation with the Iowa FFA Association, the United Nations Development Program, and the Jamaican Youth Development Agency. Ten gilts to establish a National Pig Chain in Jamaica were shipped in November.

He stated that the National FFA Archives has received word from the L. G. Balfour Company, that they will donate \$500 toward the cost of a new display case, in honor of Mr. E. J. Johnson, retired USOE Agricultural Education Program Specialist. Mr. Gamage also reported that the FFA was fortunate to obtain the voluntary services of Mrs. Earl Wineinger in maintaining the records and displays of the archives.



MOTIONS --- It was moved by Bob Hinton (Mr. Haight), seconded by Zane Hansen (Mr. Edwards), and carried, that Mr. Gamage's report on International activities and the FFA Archives be accepted.

--- It was moved by Bob Hinton (Mr. Warren), seconded by Zane Hansen (Mr. Haight), and carried, that the Boards express appreciation to Mrs. Wineinger for her work in the Archives.

Bob Hinton, National FFA Vice President and a former participant in the Work Experience Abroad program, related to the Boards how much he had enjoyed and profited by his experiences in the program.

RECOMMENDATION OF NASAE COMMITTEE ON PL 81-740 --- Mr. Barton then read the following:

"A special committee for NASAE on December 1, 1972 at the AVA Convention recommended that the National FFA Board of Directors appoint an overall committee at their 1973 January meeting, composed of teachers, teacher educators, supervisors and representatives of agribusiness to study and make recommendations to the Board of Directors concerning revision of PL 81-740."

As a result of the above recommendation, Mr. Barton reported that a special committee of the Boards of National Officers and Directors had met and nominated the following to serve on a study committee to make recommendations regarding PL 81-740. The committee members named are:

J. L. Branch, Georgia, Chairman  
 Gerald F. Barton, Iowa  
 Philip A. Haight, Massachusetts  
 J. R. Peddicord, Nevada  
 H. N. Hunsicker, USOE, Washington, D. C.  
 Byron Rawls, USOE, Missouri  
 Dwight Seegmiller, National FFA President, Iowa  
 Zane Hansen, National FFA Vice President, Idaho  
 Bob R. Stewart, AATEA, Missouri  
 Howard Teal, NVATA, New York  
 Gus Douglass, FFA Alumni, West Virginia

It was stated that the first meeting of this committee would be held July 26 and 27, 1973.

Mr. Barton expressed the hope that recommendations regarding PL 81-740 would be discussed at the forthcoming regional meetings and submitted to the National Office prior to the above-mentioned committee meeting in July.

MOTION --- It was moved by Tim Daugherty (Mr. Lacey), seconded by Zane Hansen (Mr. Edwards), and carried, that the committee's report be accepted, and that travel monies for the adults on this committee come from the Board of Directors travel fund.

REPORT OF COMMITTEE C --- Mr. John Lacey, Chairman of the committee to recommend guidelines for developing application forms and procedures for implementing the FFA Constitutional changes which increased the quota of American Farmer Degree candidates in off-farm agribusiness, gave the following situation, problems, and recommended solutions:



### The Situation

- Constitutional changes were approved by the delegates.
- No definition of what is meant by agribusiness.
- Experience from the past few years reveals that there are problems of interpretation.
- The 1973 application forms have been distributed and presumably are now or will soon be in the process of preparation.
- Forms are designed to accommodate both production agriculture and agribusiness (on-farm supervised occupational experience) and (off-farm supervised occupational experience).
- It is believed that unless some clarification is made, the States, in some instances, will attempt to fill the new quotas authorized with production agriculture applicants rather than off-farm agribusiness applicants.

### The Problem

- The situation must be clarified immediately concerning the 1972 candidates, and
- Longer range plans must be developed for the format to be used for 1973 and beyond.

### The Recommended Solution - The 1972 Candidates

- The presently approved American Farmer Degree application forms to be continued for the candidates who apply for the degree to be awarded in 1973.
- That the National Advisor notify all State FFA Advisors that the intent of the delegates, confirmed by the Board of Directors and National Officers, was that the additional American Farmer Degree applicants must be representative of non-production agriculture business and that the regular quota be representative of production agriculture.
- That those students whose occupational objectives fall in the 01.01 OE Code and in the production program aspects of 01.05 and 01.07 categories will apply for the American Farmer Degree as production agriculture and those whose occupational objective is code 01.02, 01.03, etc. will apply for the degree in agribusiness.
- Applicants who have vertically integrated programs must choose one phase or the other and submit their applications accordingly.



The Recommended Solution - The 1973 and Beyond Candidates

The Committee recommends that the Manager of FFA Contests and Awards continue to work towards the development of separate applications (one for production agriculture, and one for non-production agriculture) and these new application forms be provided the States by July.

Respectfully submitted,

John Lacey, Colorado, Chairman  
James W. Warren, Pennsylvania  
Tim Daugherty, Missouri  
Bruce Erath, New York  
Bob Seefeldt, National FFA Center, Virginia  
Don McDowell, Wisconsin.

MOTION --- It was moved by Bruce Erath (Mr. Lacey), seconded by Tim Daugherty (Mr. Peddicord), and carried, that the above recommendations of Committee C be adopted and that the State FFA Advisors be notified by the National FFA Advisor of the situation and the procedure for accepting and recommending the American Farmer candidates' applications to the Program Officers in the respective regions be continued.

MOTION --- It was moved by Tim Daugherty (Mr. Haight), seconded by Zane Hansen (Mr. Lacey), and carried, that Mr. Seefeldt be given authorization to rewrite and/or design two separate applications, have them duplicated to send to the Board members for their approval and recommendations, in order that they be submitted to the States by June 1.

REPORT OF COMMITTEE A --- Mr. Howard Teal, Chairman of the Committee appointed to review FFA Constitutional changes adopted in 1972, and to make recommendations for 1973, submitted the following report: (See Appendix B)

MOTION --- It was moved by Robert Hinton (Mr. Rawls), seconded by Zane Hansen (Mr. Peddicord), and carried, that Committee's A report on the FFA Constitution and Opening and Closing Ceremonies be accepted and that it be distributed to the States as soon as possible so that they will have it in time for discussion at their State Conventions. (See Wednesday a.m. minutes for an additional amendment.)

PROPOSAL ON NEW ANNUAL FFA REPORT --- Mr. Gray then presented the following proposal to the Boards for their consideration:

1. The Boards authorize the Program Division to develop and print an Annual Report.
2. To discontinue printing a Convention Proceedings as now done and to mimeograph and send to States only pertinent business information and names of national winners.
3. The present amount now budgeted for Proceedings (approximately \$3,000), be applied toward the development and printing cost of approximately \$8,000 for an Annual Report.



4. That the Annual Report cover the fiscal year and include FFA activities beginning July 1, 1973.
5. That 13,500 copies be printed the first year for free distribution to State Associations, sponsors, Congressmen, farm organizations, and other organizations with interest in vocational agriculture and the FFA.

Estimated Cost:	\$8,000.00	(Maximum)
	3,500.00	(Present Convention Proceedings)
	4,500.00	(New Money)

MOTION --- After a short discussion regarding the proposed new Annual FFA Report, it was moved by Jerry Goolsby (Mr. Lacey), seconded by Zane Hansen (Mr. Haight), and carried, that the Boards go on record as favoring this proposal and that Mr. Gray be authorized to do whatever is necessary to prepare a format for the 1973-74 report, and that it be presented at the July meeting.

The meeting was recessed at 5:15 p.m.

Wednesday Morning, January 24, 1973

The meeting was reconvened at 8:00 a.m. by the Chairman, with all members present except Mr. J. L. Branch of Georgia.

SELECTION FOR FY 1973-74 OF ELIGIBLE OE PROGRAM OFFICERS TO MEMBERSHIP ON FFA FINANCE COMMITTEE --- It was agreed that the procedure for determining the OE officer should be by consent preferably to provide continuity and that the two State Supervisors should be on a rotation basis: Central Region 1972-74; North Atlantic Region 1974-76; Pacific Region 1973-75; Southern Region 1975-77.

MOTION --- It was moved by Jerry Goolsby (Mr. Edwards), seconded by Tim Daugherty (Mr. Haight), and carried that Mr. James Warren be appointed as the OE/DVTE Program Officer to serve on the Finance Committee from 1973-76, and that the elected Board member from the Pacific Region be appointed supervisor to serve on the committee for 1973-75.

REPORT ON AN EXPERIMENTAL PROGRAM IN MARYLAND WITH JUNIOR FFA CHAPTERS --- A report and slide presentation was given by Dr. Clifford Nelson and three agriculture teachers from Maryland: Mr. Dave Miller, Gaithersburg High School; Mr. Dale Bennett, Gaithersburg Junior High School; and Mr. Charles Reinhold, Montgomery Village Junior High School. They felt the main problem of Junior FFA Chapters is that contests are the same as for high school students and they believe junior high students may be "burned out" by the time they get to high school, particularly in regular contests. Lack of interest and motivation in FFA is attributed to having to compete with high school students in contests and not having awards or recognition for their own work. The teachers have not made it mandatory for the students to belong to FFA, however, only dues paying members are permitted to participate in FFA contests. In the Gaithersburg area most students come from urban areas and the teachers have found it difficult to come up with projects for them. Students at Montgomery Village have unofficial FFA jackets but they would like to be able to buy the regular FFA jacket. Dr. Nelson expressed appreciation for all the help received from FFA staff and hoped that when the Board considered the junior FFA they would provide a set of guidelines. It was suggested that some provision for junior FFA chapters will be needed in the FFA Bylaws, however, no action was taken at this time.



REVIEW AND APPROVAL OF REVISED JOB DESCRIPTIONS FOR FFA EMPLOYEES --- The revised job descriptions were submitted for all FFA employees in Grade 7 and above. The job descriptions established definite lines of authority and duties for each position. Mr. Hawkins suggested that job descriptions be prepared for all lower grades and that a committee be formed to obtain qualified persons, to review and study all job descriptions to determine a maximum grade level for each position.

MOTION --- It was moved by Jerry Goolsby (Mr. Rawls) seconded by Bob Hinton (Mr. Peddicord), and carried, that Mr. Hawkins' report on job descriptions be accepted by the Board and he be given authority to appoint a committee to set guidelines for grade levels in all positions.

REVIEW AND APPROVAL OF REVISED FFA ADMINISTRATIVE PROCEDURES --- The Executive Director of the FFA presented to the Board copies of the revised Administrative Procedures. It was recommended by the Board that the procedures be presented to the new National Officers each year to aid them in understanding FFA policies.

MOTION --- It was moved by Jerry Goolsby (Mr. Barton), seconded by Tim Daugherty (Mr. Edwards), and carried, that the Executive Director (Mr. Hawkins) be given authority to bring policies up to date and present them to the Board for approval.

MOTION --- It was moved by Bob Hinton (Mr. Peddicord) seconded by Tim Daugherty (Mr. Rawls), and carried, that the administrative policies be accepted and authority be given to update them as needed and report back in July.

REPORT OF COMMITTEE ON PLANS FOR COORDINATING FFA WORK IN THE SOUTHERN STATES --- Mr. Haight reported for Mr. Branch, Chairman of the Committee. He stated that the position vacated by Dr. Gaar in the Atlanta USOE Office has not been filled and apparently there are no plans at present to do so. It was recommended that the problem be referred to the State Supervisors in the Southern Region at the time of their Regional Conference in Mobile, Alabama in February.

MOTION --- It was moved by Bob Hinton (Mr. Edwards), seconded by Tim Daugherty (Mr. Peddicord), and carried, that the committee report be accepted.

PLANS AND SUGGESTIONS FOR THE 1973 NATIONAL FFA CONVENTION --- Mr. Gray informed the Board that in working with key members of the Kansas City Advisory Council, many of the problems experienced in the past will be lessened or eliminated. A meeting with Kansas City officials was held on December 13, to make plans for 1973, with special emphasis on the housing situation. States should soon be receiving the housing reservation form and explanation of involvement of the Kansas City Convention and Visitors Bureau. It is hoped that this will eliminate housing problems in the future. Plans for the National Convention were discussed and it was recommended that steps be taken to have either Bob Hope or John Wayne appear as guests. It was also suggested that outstanding talent from the States be included on the program and the National Officers were asked to be aware of talent on visits to State Conventions. It was agreed that the planning of the Convention and its activities be a joint effort of the Program Planning staff and the National Officers. The plans will be presented to the Board of Directors at the July meeting. A meeting was scheduled between the National Officers and Mr. Gray in Chicago on February 15-16 for tentative program planning. Another meeting is planned for the first part of July in Kansas City. Mr. Gray is to coordinate the



planning and expediting of the Convention program, in cooperation with National and State personnel.

MOTION --- It was moved by Bruce Erath (Mr. Rawls) seconded by Zane Hansen (Mr. Haight), and carried, that the report of Mr. Gray on the Convention activities and housing be accepted.

MOTION --- It was moved by Bruce Erath (Mr. Peddicord), seconded by Tim Daugherty (Mr. Barton), and carried that the National Officers make a personal appeal to Bob Hope or John Wayne to appear as guests at the Convention.

REPORT OF SPECIAL COMMITTEE ON EVALUATION OF FFA CONTESTS AND AWARDS --- It was reported by Mr. Edwards that the committee has agreed on six points:

1. That an effort be made to obtain information from remaining 12 States.
2. Committee attempt to obtain any questionnaires that have not been mailed back.
3. That all of the questionnaires be completely summarized in four categories.
4. That the committee meet prior to May 1 to study responses and make recommendations.
5. That if funding can be obtained, invite eight people from each of the four groups to discuss and evaluate committee report.
6. That the final report will be mailed to the Board by June 25 to allow time to study before the July Board meeting.

Mr. Edwards explained that an additional \$400 would be needed to complete study (4), and Mr. Hawkins informed the Board that the money could be made available. The Board, however, felt Point 5 would be too costly.

MOTION --- It was moved by Jerry Goolsby (Mr. Barton), seconded by Tim Daugherty (Mr. Haight), and carried that the Board accept the committee report with the exception of Point 5, and necessary action be taken with enough time allowed to insure a complete report.

NOTE: It was suggested by Mr. Edwards that since Point 5 was not accepted that when the committee is finished, the report should be sent to the Vice President of NVATA and a group of teacher educators for their reaction.

MODIFICATION AND ADOPTION OF FFA BUDGET FOR FY 1973-74 --- The final consolidated budget was presented by the Executive Director in behalf of the National FFA Treasurer. After a short discussion regarding budget details it was recommended that the budget be adopted.

MOTION --- It was moved by Bob Hinton (Mr. Barton), seconded by Zane Hansen (Mr. Peddicord) and carried, that the budget, as revised, be adopted.  
(See Appendix C.)

POULTRY JUNIOR FACT FINDING CONFERENCE --- Mr. Edwards stated that he would be unable to attend the Poultry Junior Fact Finding Conference in New Orleans this year, as he has done in the past. He suggested that Mr. Earl Wineinger, who has attended these meetings in previous years, officially represent the FFA at the Poultry Junior Fact Finding Conference. He further suggested that Mr. Wineinger evaluate the FFA and other youth activities at this conference and make recommendations to the Board of Directors in July regarding future FFA participation.



MOTION --- It was moved by Jerry Goolsby (Mr. Rawls), seconded by Bruce Erath (Mr. Peddicord), and carried, that Mr. Wineinger's itinerary include the Poultry Junior Fact Finding Conference in New Orleans in April, and that he make any such other contacts in connection with his regular work as possible on that trip.

PROCEDURE FOR IMPROVING THE OFFICIAL DRESS FOR FFA MEMBERS --- The committee presented recommendations for official FFA dress, which included suggestions for types of fabric to be used in the blazer, attire for girls, and established general rules as to when and where FFA members should wear official jacket, blazer, etc.

MOTION --- It was moved by Bruce Erath (Mr. Edwards), seconded by Zane Hansen (Mr. Warren), and carried, that the committee report be referred to the Supply Service Committee to look into and take action needed, and report back to the Board in July.

PROPOSED CONSTITUTIONAL AMENDEMENT - AMERICAN FARMER DEGREE --- The National FFA Officers and Board of Directors discussed the need for modifying the name of the "American Farmer Degree" in view of Constitutional changes made by the delegate body in October, 1972. It was suggested that the title of the degree be changed to "American FFA Degree" with two sub-divisions, (a) American Farmer, (b) American Agribusinessman. (See minutes on Page 15.)

MOTION --- It was moved by Jerry Goolsby (Mr. Peddicord), seconded by Tim Daugherty (Mr. Barton), and carried unanimously, that a proposed constitutional amendment be submitted to the States changing the American Farmer Degree to the American FFA Degree and that this degree be awarded with the American Farmer Degree for the production FFA members and the American Agribusiness Degree be for agribusiness FFA members.

MOTION --- It was moved by Bruce Erath (Mr. Haight), seconded by Bob Hinton (Mr. Peddicord), and carried, that the number of American FFA Degrees awarded by a State be awarded on the following basis: one-third agribusiness; one-third production; and one-third presented in either area as determined by the State Association.

SYMPOSIUM --- A review and comments on the Projected Plan of Work submitted by the Program Division, Supply Service, Publications and Alumni was presented and it was generally agreed that they were well done, informative, and warranted the time and expense needed to prepare them.

MOTION --- It was moved by Bob Hinton (Mr. Rawls) seconded by Zane Hansen (Mr. Warren), and carried, that the report and comments by Mr. Barton (Program Division), Mr. Peddicord (Supply Service), Mr. Haight (Publications), and Mr. Branch (Alumni) be accepted.

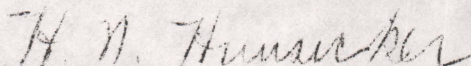
It was brought to the attention of the Board that this will be the last Board meeting for Mr. Peddicord and Mr. Branch. It was felt that both Mr. Peddicord and Mr. Branch have made great contributions to FFA in the last two years.

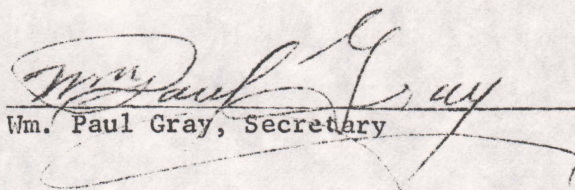


MOTION --- It was moved by Bob Hinton (Mr. Edwards), seconded by Zane Hansen (Mr. Warren) and carried, that the Board express their appreciation and commend Mr. Peddicord and Mr. Branch for a job well done for the last two years.

"AG DAY" PROPOSAL --- It was hoped that through an "Ag Day" or "Ag Week" the FFA would receive national recognition. Mr. Gray suggested that perhaps the week of Thanksgiving could be set aside as "Ag Week." No action was taken at this time.

There being no further business to come before the two Boards, the meeting was adjourned at 12:50 p.m.

  
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H. N. Hunsicker, Chairman

  
\_\_\_\_\_  
Wm. Paul Gray, Secretary



APPENDIX

MINUTES

FFA

BOARD OF DIRECTORS

AND

BOARD OF NATIONAL OFFICERS

Alexandria, Virginia

January 22-24, 1973



FFA FINANCE COMMITTEE MEETING

January 4-5, 1973

The first session of the Finance Committee was held at the Olde Colony Motor Lodge, Alexandria, Virginia. The meeting was called to order at 7:30 P.M., January 4, 1973, by Chairman J. L. Branch.

Those attending were H. N. Hunsicker, National Advisor, J. L. Branch, Chairman, Finance Committee (State Director, Vocational Education, Georgia), J. M. Campbell, National Treasurer (State Supervisor Agricultural Education, Virginia), James W. Warren, Jr., Member (Program Officer, U. S. Office of Education), Gerald F. Barton, Vice Chairman and Secretary (Consultant, Agricultural Education, Iowa), V. Stanley Allen, Controller and Edward J. Hawkins, Executive Director.

Opening remarks were made by H. N. Hunsicker, National Advisor, at which time he commended the work of the staff and the continued work of the Finance Committee. All agreed that the spirit and the work of the Finance Committee in attacking the fiscal problems of the organization has been very constructive.

The general agenda was reviewed for the Finance Committee meeting.

A progress report was given by H. N. Hunsicker, Mr. Hawkins and Mr. Allen. The new mini-computer has speeded up the work considerably and may in time save personnel. There are now 350 accounts in the central financial system of the FFA Organization. This is the maximum number that may be handled by the mini-computer. There has been some manual record posting but hopefully some accounts will be consolidated in the future to allow all postings on the mini-computer. It was requested that consolidated financial statements be sent to members of the Finance Committee each month, and it was so ordered.

Mr. Allen discussed the cash flow. He reported that cash income has been very steady this year. The Committee recognizes potential additional income as the program becomes more relevant and progress is made in obtaining a higher percentage of Vo-Ag students as FFA members. Mr. Allen stated that there is approximately \$65,000.00 outstanding on account from \$110,000.00 dues recorded. The Committee recommended that local advisors and State Advisors be constantly informed of the rationale of sending membership lists and dues together.

Mr. Campbell reported on the investments of cash available from operating funds. The Committee agreed that maximum possible funds are now being invested, in fact, even to the point where sometimes very short term loans (approximately 10 days) are necessary to take full advantage of interest on the funds invested. Current investments are closely observed. The investment portfolio was reviewed and was found to be in good order.



Mr. Hawkins discussed a suggested policy on employee salary adjustments. The Committee recommended that:

- (1) A job description for all permanent employees, by grade and title, be established for each position.
- (2) A policy for a probationary period also be reviewed.
- (3) Established policies already determined by the Board are to be assimilated in any revisions.
- (4) Policies approved by the Board should be made available to all employees.

It was moved by Mr. Barton and seconded by Mr. Warren and carried that Dan Reuwee be advanced from Grade 12 to Grade 13, Step 1 effective July 1, 1973 as budgeted for fiscal year 1973 - 74.

It is recommended that the normal 5.1% cost-of-living salary increase for all employees be approved, effective July 1, 1973 as projected and included in the 1973 -74 budget.

Mr. Hawkins discussed the need for improved procurement practices. The Committee went on record to accept and put into practice the recommendations which are as follows:

"It is recommended that an encumbering system be installed by the Administration and Accounting Division requiring that all expenditures be approved in advance by the Division Director and Executive Director, or Controller.

A priced requisition or purchase order must be approved in advance before the FFA is obligated. This advance incumbrance will be numbered and then charged directly against the Division's account in the proper budget code line item before the order is placed with a supplier. No authorizations will be granted for payment of invoices without following this procedure which is essential for cash control and elimination of budget overruns.

Staff members not complying with this procedure will assume a personal responsibility for payment of such unapproved expenditures effective February 1, 1973."



The Committee gave encouragement and support in adhering to each divisional budget.

The meeting was adjourned at 10:00 P. M.

The second session was called to order at 8:30 A. M., January 5, 1973 at the National FFA Center by Chairman, J. L. Branch. All members were present that were at the first session except V. Stanley Allen, Controller.

A general review of each Divisional budget was made. During this time the Directors of the various operating Divisions were interviewed and were asked to explain and justify portions of their budgets.

Mr. Andrews presented the Supply Service budget and indicated there should be over two million dollars in sales by the National FFA Supply Service. This should gross approximately \$600,000.00 income before expenses.

Mr. Hunsicker pointed out that with the centralized financial structure, there is no longer a guaranteed 7% net income over expenses from the Supply Service to underwrite the consolidated budget. It is presently operating nearer 4.5%. Mr. Hunsicker therefore raised a question as to whether or not prices should be increased, dues increased, or other potential income sources investigated, or rather some services be reduced to make savings in the budget. It was suggested that the Supply Service should indicate the number of jackets ordered, by months, and point out the anticipated delivery problem especially at various peak times of the year.

The National FFA Magazine budget was presented by Mr. Carnes. It was indicated that a study should be made in printing some of the FFA forms in the Print Shop rather than having it done commercially in order to save printing costs where possible. It was noted the Magazine does have a balanced budget.

Mr. Hunsicker indicated the Supply Service and National Magazine budgets were in balance because these two Divisions are income generating operations.

For the first time, in the central financial structure, there is an Administration and Accounting Division budget. This is a beneficial move. It was agreed that we should continue to charge fiscal and accounting service expense against the various FFA Divisions as follows:

Supply Service	65.97%
Publication Division	21.07%
Program Division	12.96%



The Division of Program Development, Operation and Coordination budget was presented by Mr. Gray and Mr. Harris. It was pointed out that there is a need for more digesting of the recently new FFA materials which have been provided before giving attention to new type programs that will expand expenditures. It was agreed that "Operation Update" has had a good effect on the entire Vo-Ag-FFA program.

The consolidated budget was reviewed. The Committee stipulated that there be no increase in total positions and such action be taken by the Board of Directors. It was agreed that FFA staff be reminded the approved budget is not to be considered an appropriation and expenditures are contingent solely upon realized current income in accordance with Board policy. There was Committee agreement that it is sound principle to present a balanced budget.

The Alumni budget was reviewed, and Mr. Benham will provide copies for the Board of Directors. The Committee recognized the fine development of the FFA Alumni Association and the enthusiastic guidance given to it. It was moved and carried that the Finance Committee recommend approval of the Alumni budget as submitted by the Alumni Council.

Final proposal towards balancing the budgets were as follows:

Supply Service - reduce \$12,500.00 from operating expenses.  
National Magazine - reduce \$3,000.00 from operating expenses.  
Program Division - reduce \$10,100.00 from operating expenses.

It was also recommended that the Supply Service make selected modest price increases in order to raise an additional \$15,000.00 to support the consolidated budget.

It is recommended that the Supply Service raise the price of the official FFA jacket \$1.00 in order to cover rising costs, maintain quality, and to channel any extra funds into improving jacket deliveries during the rush season of September through November.

In order to balance the budget, the Committee recommended that a \$1.00 increase be made for National FFA Convention registration fee increasing it from \$3.00 to \$4.00. This action would cause the National Convention to operate nearly on a self-sustaining basis.

It was moved by Mr. Warren and seconded by Mr. Barton and carried that the Finance Committee present a balanced budget to the National FFA Board of Directors. The motion passed.



- 5 -

The next meeting of the Finance Committee was scheduled for a day prior to the regular July, 1973 meeting.

The meeting adjourned at 6:00 P. M.

Submitted by:

J. L. Branch, Chairman

Gerald F. Barton, Vice Chairman (Secretary)

James W. Warren, Jr.



NOTE: The proposed Constitutional changes are underscored.

REPORT OF COMMITTEE A

THE FFA CONSTITUTION

The objectives of this committee were:

1. To review the amendment recommendations proposed by the National Board of Directors and Board of National Officers which did not pass at the last National Convention in order to re-propose any items deemed necessary or advisable.
2. To make new amendment recommendations for 1973.

The following were approved by the committee as amendment recommendations to be discussed by the two National Boards.

ARTICLE III, Section C, Paragraph 1

(That the paragraph be amended to read as follows:)

Collegiate chapters, designed primarily for training prospective teachers and leaders in agri-business occupations in the knowledge and skill of advising and maintaining local FFA chapters, may be established in two or four year institutions where agricultural courses are taught. Membership shall be opened to students enrolled in agricultural courses, or who are pursuing career objectives in the industry of agriculture.

ARTICLE VI, Section A

(That the paragraph be amended to read as follows:)

SECTION A. There shall be four degrees of active membership based upon achievements. These are: (1) Greenhand; (2) Chapter Farmer; (3) State Farmer; and (4) American FFA Degree. The national organization shall set the standards for the several degrees. The State Association may use the letters "FFA" to designate the degree name on Chapter and State levels.

ARTICLE VI, Section C

(That the present qualifications for the Chapter Farmer Degree, Numbers 1 through 8, be substituted with the following:)

1. Must have received the Greenhand Degree.



2. Have satisfactory knowledge of the local constitution, and of the local Program of Activities.
3. Satisfactorily participate in at least three official functions in the chapter Program of Activities.
4. Have in operation a Supervised Occupational Experience Program.
5. Have earned at least \$50.00 by his own efforts from his Supervised Occupational Experience Program, or worked 50 hours in the case of Directed Laboratory Experience.
6. Demonstrate ability to effectively lead a group discussion.
7. Demonstrate five (5) parliamentary procedure abilities.
8. Demonstrate progress toward achievement of an Agricultural Proficiency Award on the local level.
9. Have a satisfactory scholastic record in an agricultural course.
10. Submit application for the Degree for chapter records.
11. Meet other requirements as established by the chapter and/or State association.

## Section E

"American FFA Degree" - On meeting the following minimum qualifications, the

American FFA Degree may be conferred by the National Organization:

### ARTICLE VII                      PROCEDURE FOR CHOOSING CANDIDATES FOR THE AMERICAN FFA DEGREE

SECTION A. A State association may submit annually the application of one candidate for the American Farmer Degree from the Agricultural Production (e.g. on-farm) segment; and one candidate for the American Agribusinessman Degree from the Agricultural Business (e.g. off-farm) segment for the first 500 active members.

A second candidate from the Agricultural Production segment may be submitted for an active membership of 501 to 1,000, and for each additional 1,000 members or major fraction thereof, it may submit one additional candidate. A second candidate from the Agricultural Business segment for an active membership of 501 to 2,000 and for each additional 2,000 active members or major fraction thereof, it may submit one additional candidate.



Where a State is eligible for three or more American FFA Degree candidates, the number of American FFA Degrees shall be awarded on the basis of one third in the production segment (American Farmer Degree); one third in the agricultural business segment (American Agribusiness Degree); and one third awarded in either segment as determined by the State Association.

The active membership will be computed on the basis of national dues received in the office of the National FFA Treasurer, or show by postmark or other reliable evidence, to have been mailed to the National FFA Treasurer on or before May 1.

#### ARTICLE IX, Section C

(That this section be substituted with the following:)

SECTION C. The National Officers shall be elected annually by a majority vote of the delegates assembled at the National Convention. National Officer candidates must have met the minimum qualifications for, and have applied for the American FFA Degree. A State may nominate only one (1) candidate for National Office annually.

#### Opening and Closing Ceremony

The committee also proposed the following changes in the "Opening and Closing Ceremony":

That an asterisk (\*), and the following sentence be written directly after the word President in the "call to order".

\* In accordance with the Constitution in Article I the letters "FFA" may be used to designate the organization, its units, and members thereof.

That the Reporter's part be amended by striking the words "that reaches from the state of Washington to Puerto Rico and from the state of Maine to Hawaii," and inserting the words:

...of students preparing for careers in the broad industry of agriculture.



And that the members' answer to "Future Farmers, why are we here?", be amended by striking the words "rural", and "Future Farmer" and inserting the words "agri-  
cultural", and "member."

Respectfully submitted,

Howard Teal, Chairman

Bob Stewart

H. E. Edwards

Wm. Paul Gray

Coleman Harris

Robert Hinton

Jerry D. Goolsby



APPENDIX C

(Approved January 24, 1973)

FUTURE FARMERS OF AMERICA

CONSOLIDATED BUDGET

July 1, 1973 - June 30, 1974

Anticipated Income:

Sales	\$2,100,000.00
Less: Cost of Goods Sold	<u>1,485,000.00</u>
Gross Income	\$ 615,000.00
Advertising Income	296,300.00
Calendar Income	95,400.00
Subscription Income	233,000.00
Membership Dues	217,000.00
Convention Registration Fees	45,000.00
Service Charge Income	33,000.00
Interest Income	22,800.00
Miscellaneous Income	2,500.00
Discounts Received	1,500.00
Royalty - Fair Publishing	325.00
Print Shop Income	3,000.00
Management Service-Special Projects	<u>25,000.00</u>
Total Income	<u><u>\$1,589,825.00</u></u>

Expense:

Salaries	\$ 641,031.00
Travel	92,000.00
Stationery and Supplies	25,600.00
Telephone and Telegraph	14,200.00
Postage and Express	88,100.00
Repairs - Office Equipment	2,950.00
Audit	13,600.00
Legal	5,000.00
Steno Expenses - National Officers	700.00
Clothing, Equipment - National Officers	1,600.00
Brochures and Booklets	100.00
Hospitalization Expense	3,650.00
Insurance Expense	7,650.00
FICA Tax Expense	32,000.00
Retirement Plan Expense	60,000.00
Disability Insurance Expense	5,925.00
Miscellaneous Expense	1,075.00
Contingent Expense	1,000.00
Building and Ground Maintenance	36,600.00
Utilities	13,700.00
FFA Week Promotion	9,000.00
Complimentary Subscriptions (NFF)	1,000.00
Complimentary Calendars	700.00



Photography and Supplies	\$ 2,800.00
Publicity and Promotion	4,800.00
Special Activities	1,525.00
Bicentennial	250.00
Delegate Expense	8,300.00
National Band Expense	3,000.00
National Chorus Expense	3,000.00
Talent	500.00
Career Show	1,925.00
Sponsor Reception	150.00
Stenotypist (Convention)	900.00
Photos and Publicity (Convention)	2,000.00
Communications (Convention)	500.00
Printing - Convention	8,500.00
Convention Setup	10,000.00
Supplies (Convention)	4,500.00
Other Convention Expenses	3,400.00
Miscellaneous Convention Expenses	500.00
Archives	1,000.00
Printing and Educational Materials	13,000.00
International (Publications & Promotional)	5,200.00
National Officer Scholarships	6,000.00
Regional Conferences (Leadership)	3,000.00
Awards	7,000.00
Magazine Production and Distribution	209,300.00
Advertising Commissions and Discounts	59,500.00
Calendar Production	40,800.00
Fulfillment Cost (Mailing List)	20,000.00
Advertising and Ad Promotion	9,000.00
Calendar Promotion	7,500.00
Calendar Sales Commissions	17,500.00
Membership Roster Distribution	6,000.00
Vehicle Expense	850.00
Advertising Expense	17,000.00
Wrapping and Shipping Supplies	12,500.00
Office Expense	3,000.00
Depreciation - Buildings & Equipment	20,844.00
Loss on Shipments	1,500.00
Bad Debt Expense	500.00
Virginia Unemployment Tax	3,700.00
Sales Adjustments	1,200.00
Shortage on Orders	1,200.00
Discontinued Merchandise	3,000.00
Damaged Merchandise	2,000.00
Cash Discounts (Advertisers)	4,000.00
Total Expense	<u>\$1,589,825.00</u>



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