

**Meeting Minutes of  
National Board of Directors and National Officers  
of the National FFA Organization**

**Indianapolis, Indiana**

**July 9-13, 2004**

**Friday, July 9, 2004**

From 8:30 a.m. to noon a new board member (Rist and Gruis) orientation was held at the National FFA Center in the Smith-Hughes Room.

Friday afternoon, the remaining National FFA Board Members arrive for the meeting.

**Saturday, July 10, 2004**

A board and officer retreat was held at the Crowne Plaza Hotel until 4:30 p.m.

Consultants, Trustees (Executive Secretaries) and others arrive Indianapolis to attend a reception at the Indianapolis Arts Garden and celebration for Bernie Staller, retiring COO from National FFA Organization.

**Sunday, July 11, 2004**

From 1:00 – 3:30 p.m. a special session for committee and task force reports was held at the Crowne Plaza Hotel in the Victoria Station Room.

The Finance Committee, Policy, Constitution and Bylaws Committee, Special Committee and the Research Standing Committee met in their respective locations from 3:30 – 6:00 p.m. for discussion.

**Monday, July 12, 2004**

Committees continued to meet and finish their business from 8:30 – 10:00 a.m. at the National FFA Center.

**Board of Directors:**

**Larry D. Case**, Chairperson of the Board and Coordinator, Agricultural & Rural Education, Office of Vocational and Adult Education, U.S. Department of Education, Washington, D.C.

**Kent Boggs**, U.S. Department of Education Representative; State FFA Executive Secretary, Oklahoma Department of Career & Technical Education, Stillwater, Oklahoma.

**Steven R. Habstreit**, U.S. Department of Education Representative; Associate Professor, Agricultural Education, Kansas State University, Manhattan, Oklahoma.

**Linda A. Rist**, U.S. Department of Education Representative; Instructor – Agricultural Education/FFA Advisor, West Central High School, Hartford, South Dakota  
**Nancy J. Trivette**, State Supervisor, Program Leader, Agricultural Education, New Jersey Department of Agriculture, Trenton, New Jersey.  
**Elaine Lewis**, U.S. Department of Education Representative; Instructor – Agricultural Education, Yelm High School, Yelm, Washington.  
**William Deimler**, State Supervisor; Specialist, Agricultural Education, Utah State Office of Education, Salt Lake City, Utah.  
**James Woodard**, State Supervisor, State Director of Agricultural Education, State Department of Education, Atlanta, Georgia.  
**Dale Gruis**, State Supervisor, Agricultural Education Consultant, Iowa Department of Education, Des Moines, Iowa.

**Officers of the Board of Directors:**

**Larry D. Case**, National FFA Advisor and CEO; Coordinator, Agricultural & Rural Education, Office of Vocational and Adult Education, U.S. Department of Education, Washington, D.C.  
**C. Coleman Harris**, National FFA Executive Secretary; Education Program Specialist, Agriculture, Division of Vocational-Technical Education, U.S. Department of Education, Washington, D.C.  
**Marion Fletcher**, National FFA Treasurer; Supervisor for Agricultural Education, State Department of Education, Little Rock, AR

**Board of National FFA Officers:**

**Javier Moreno**, National FFA President, University Park, Pennsylvania  
**Christy Windham**, National FFA Vice President, Southern Region, Laurel, Mississippi  
**Stacia Christine Berry**, National FFA Secretary, Cheyenne, Wyoming  
**Amy Rasmussen**, National FFA Vice President, Central Region, Mead, Nebraska  
**Anne Knapke**, National FFA Vice President, Eastern Region, Oxford, Ohio  
**Casey Hogan**, National FFA Vice President, Western Region, Stephenville, Texas

**Consultants to the Board:**

**Steven Frazee**, Consultant (AAAE), Texas Tech University, Agricultural Education & Communications, Lubbock, Texas  
**David Lawver**, Consultant (AAAE), Texas Tech University, Agricultural Education & Communications, Lubbock, Texas  
**Stacy A. Gartin**, Consultant (AAAE), West Virginia University, Agricultural and Environmental Education, Morgantown, West Virginia  
**Jeff Maierhofer**, Consultant (NAAE), Seneca High School, Seneca, Illinois  
**Allan Sulser**, Consultant (NAAE), Wasatch High School, Heber City, Utah  
**Terry Hughes**, Consultant (NAAE), Cobleskill, New York  
**Pam Jumper**, Consultant (Past President, Nat'l. FFA Alumni Council), Paragould, Arkansas  
**Dale Beaty**, Consultant (President, Nat'l. FFA Alumni Council), Milton, Wisconsin  
**Sonny Deke**, Consultant (Vice President, Nat'l. FFA Alumni Council), Marion, Iowa

**Others present for all or portions of the meeting:**

**Tyler Grandil**, Member, National FFA Foundation Board of Trustees, State FFA Executive Secretary, Arizona FFA Association, Phoenix, Arizona

**Bernie Staller**, Chief Operating Officer through morning of July 16, 2004, National FFA Organization and National FFA Foundation, Indianapolis, Indiana

**Doug Loudenslager**, Chief Operating Officer as of afternoon of July 16, 2004, National FFA Organization and National FFA Foundation, Indianapolis, Indiana

**Tom Kapostasy**, Director, Business Services Division, National FFA Organization, Indianapolis, Indiana

**Anna Melodia**, Director, Education Division, National FFA Organization, Indianapolis, Indiana

**Kent Schescke**, Director, Development and Partnerships Division, National FFA Organization, Indianapolis, Indiana

**Frank Saldana**, Executive Director, National FFA Alumni Association, Indianapolis, Indiana

**Kevin Keith**, LPS Specialist, National FFA Organization, Indianapolis, Indiana

**Tammy Meyer**, Individual Giving Manager, National FFA Foundation, Indianapolis, Indiana

**Mark Cavell**, Team Leader, Info. Technology, National FFA Organization, Indianapolis, Indiana

**Pam Holbert**, Executive Assistant, National FFA Headquarters Operations, Alexandria, Virginia

**Ellen Williams**, Executive Assistant to Chief Operating Officer and Division Director of Education, National FFA Organization, Indianapolis, Indiana

**Wm. Jay Jackman**, Executive Director, National Association of Agricultural Education (NAAE), Lexington, Kentucky

**Samantha Alvis**, Associate Executive Director, National Association of Agricultural Education (NAAE), Lexington, Kentucky

**Morgan Fisher**, Executive Assistant, National Association of Agricultural Education (NAAE), Lexington, Kentucky

**Kara Butters**, Intern, National Association of Agricultural Education (NAAE)

**Jessica Behrens**, Intern, National Association of Agricultural Education (NAAE)

**Rosalie Hunsinger**, Program Manager, National FFA Organization, Indianapolis, Indiana

**Candice Murphy**, Program Manager, National FFA Organization, Indianapolis, Indiana

**Eric Schilling**, Coll. Spec., National FFA Organization, Indianapolis, Indiana

**Tony Small**, Manager, Local Program Success, National FFA Organization, Indianapolis, Indiana

**Seth Derner**, Ed. Spec., National FFA Organization, Indianapolis, Indiana

**Kevin Keith**, LPS Spec., National FFA Organization, Indianapolis, Indiana

**Damon Spight**, Program Coordinator, National FFA Organization, Indianapolis, Indiana

## **Members Absent**

**Angela Collins**, Member, National FFA Foundation Board of Trustees, State FFA  
Executive Secretary, Little Rock, Arkansas

## **Opening Session**

### **1. Call to Order**

Javier Moreno, National FFA President, called the First Session to order at 10:30 a.m.

### **2. Reflections**

Amy Rasmussen led reflections.

### **3. Review of Board Operations**

Chairman Case reviewed members on board procedures.

### **4. 2003/2004 National Officer Report**

National Officer Team reported on activities to this date.

**MOTION:** Moved by Kent Boggs, seconded by Steve Harbstreit and carried to accept the report and commend the National Officer Team on a job well done.

### **5. Seating of New FFA Board Members**

Chairperson Case duly seated new Board Members, Linda A. Rist and Dale Gruis.

### **6. Reports on Matters as Related to FFA Board Business**

Nancy J. Trivette reported that The Council had entered into a business partnership with ACTE.

### **7. Comments from Consultants**

Alumni – Dale Beaty reported that the National FFA Alumni Council has been working on the combining of the current Constitution and Bylaws.

NAAE – Jeff Maierhofer reported the move to Lexington has allowed their organization to hire an Associate Executive Director and this has given the Executive Director more time to do advocacy work.

AAAE – Stacy Gartin reported advantages of the recent AAAE regional realignment.

**MOTION:** Moved by Casey Hogan (Buddy Deimler), seconded by Stacia Berry (Nancy J. Trivette) and carried to accept the reports as given by the consultants.

## **8. Adjustments to Agenda**

Action to Confirm Award Selections by Anna Melodia will be given after lunch.

## **9. Approval of Minutes**

After reviewing the minutes, Dale Beaty indicated that Molalla, Oregon should be changed to Molalla, Iowa.

**MOTION: Moved by Stacia Berry (James Woodard), seconded by Anne Knapke (Dale Gruis) and carried** to approve the January 22-26, 2004 minutes and conference call minutes of June 4, 2004.

## **10. Report of Treasurer**

Marion Fletcher, Executive Treasurer, gave a favorable financial report and indicated that reserves are up from last year and overall the organization is in good shape.

**MOTION: Moved by Anne Knapke (Steve Harbstreit), seconded by Christy Windham (Linda Rist) and carried** to accept the financial report as given.

## **11. Program Developments and Direction - Bernie Staller**

### **A. Administration**

**MOTION: Moved by Casey Hogan (Buddy Deimler), seconded by Stacia Berry (Kent Boggs) and carried** to approve the attached resolutions authorizing the transfer of management responsibility to Chief Operating Officer Doug Loudenslager as required by law. (*Attachment #1*)

### **From HR Department:**

#### **Criminal/Drug Checks**

- . Incorporated into the candidate selection process 10/01/03
- . To date has only encompassed hires at the Indianapolis location
- . September 1, 2004, to include all trainer (field) positions
- . Potentially all other employment relationships FY06

Bernie mentioned that diversity training continues.

Membership has increased significantly and could be the highest since 1982. Bernie was appreciative of the successful membership processing.

### **B. Information Services – Tom Kapostasy**

**MOTION: Moved by Stacia Berry (Nancy J. Trivette), seconded by Amy Rasmussen (Buddy Deimler) and carried** to officially name the distribution center of the National FFA Center the “James Long Distribution Center” and

to label the entry from the office areas with this name, recognizing more than 40 years of outstanding service.

Board photo was taken in front of the center at 11:30.

At noon, lunch was served and Bernie Staller was congratulated on his retirement and recognized for his many years of outstanding service to FFA and Agricultural Education.

Janet Lewis was recognized for 30 years of dedicated service to FFA.

It was announced much to Jimmy Long's surprise that the distribution center would be officially named the "James Long Distribution Center", recognizing more than 40 years of outstanding service to FFA.

President Moreno reconvened the meeting at 1:45 p.m.

#### **C. Business Services – Tom Kapostasy**

**MOTION: Moved by Anne Knapke (James Woodard), seconded by Stacia Berry (Elaine Lewis) and carried** to accept the proposal (as attached) to provide financial assistance for low – income chapters to purchase official jackets for their members and allow the National FFA Foundation to procure funding.  
(Attachment #2)

**MOTION: Moved by Casey Hogan (Steve Harbstreit), seconded by Christy Windham (Nancy J. Trivette) and carried** (with friendly amendment by Bernie pending approval) to accept the addition of the Licensing Specialist position to the Merchandising and Administrative Services Department effective January 1, 2005. (Attachment #3)

#### **D. Education Program – Anna Melodia**

**MOTION: Moved by Stacia Berry (Buddy Deimler), seconded by Amy Rasmussen (Linda Rist) and carried** to approve the change of the American Degree due date at the national level from June 30 to June 15.

By consensus of the board it was agreed to hold the July board meeting one week later than it is currently being held.

**MOTION: Moved by Anne Knapke (Elaine Lewis), seconded by Christy Windham (Dale Gruis) and carried** to approve candidates for the American FFA Degree, the attached list of candidates, submitted by state associations and verified as meeting all minimum requirements for 2004. Further move that the National FFA Staff conduct the American FFA Degree appeal process for any applications received which did not meet the minimum qualifications and report

to the Governing committee of the Board of Directors for consideration as per board policy. (*Attachment #4*)

**MOTION:** Moved by Amy Rasmussen (Nancy J. Trivette), seconded by Anne Knapke (Kent Boggs) and carried that the National FFA Organization bestow Honorary American FFA – Other Degrees, as listed, at the 2004 National FFA Convention. (*Attachment #5*)

**MOTION:** Moved by Casey Hogan (Buddy Deimler), seconded by Stacia Berry (Elaine Lewis) and carried that the National FFA Organization bestow Honorary American FFA – Teacher Degrees, as listed, at the 2004 National FFA Convention. (*Attachment #6*)

**MOTION:** Moved by Christy Windham (Steve Harbstreit), seconded by Stacia Berry (Elaine Lewis) and carried that the National FFA Organization bestow Distinguished Service Citations, as listed, at the 2004 National FFA Convention.

**MOTION:** Moved by Amy Rasmussen (Dale Gruis), seconded by Anne Knapke (Elaine Lewis) and carried that the National FFA Organization bestow VIP Citations, as listed, at the 2004 National FFA Convention. (*Attachment #8*)

**MOTION:** Moved by Casey Hogan (Buddy Deimler), seconded by Christy Windham (Nancy J. Trivette) and carried that the National FFA Officers and Board of Directors accept Mr. Greg Beard as the Creed Speaking Career Development Event Superintendent.

Linda Rist suggested a friendly amendment on the next motion to change the word nominates to appoint.

**MOTION:** Moved by Amy Rasmussen (Buddy Deimler), seconded by Stacia Berry (Kent Boggs) and carried that the National FFA Board of Directors appoint Linda Rist to replace Lacho Garza as the teacher representative from this body to serve as a member of the National FFA Awards and CDE Advisory Board.

**MOTION:** Moved by Christy Windham (Nancy J. Trivette), seconded by Amy Rasmussen (Dale Gruis) and carried to accept the Collegiate Task Force report and to commend the working group on their efforts. (*Attachment #9*)

**MOTION:** Moved by Stacia Berry (Steve Harbstreit), seconded by Anne Knapke (Linda Rist) and carried to approve seeking funding from a sponsor for a 6 month internship with collegiate programs and the industry sponsor who funds the program. (*Attachment #10*)

**MOTION:** Moved by Stacia Berry (James Woodard), seconded by Christy Windham (Nancy J. Trivette) and carried to approve a Collegiate Programs Funding Box for all programming opportunities that would be at or below \$70,000 (per project) and funding be sought as a special project of the FFA Foundation. (*Attachment #11*)

**MOTION:** Moved by Casey Hogan (James Woodard), seconded by Amy Rasmussen (Elaine Lewis) and carried to accept the Middle School Report and to commend the working group on their effort. (*Attachment #12*)

**MOTION:** Moved by Casey Hogan (James Woodard), seconded by Christy Windham (Kent Boggs) and carried to approve new middle school initiatives up to \$75,000 and seek special project funding through the FFA Foundation as a special project.

Motion 8-D-19, reads as follows: Move to appoint a task force to develop age appropriate CDE's and SAE's for middle school level students and request Foundation special project funding up to \$50,000 for the two year developmental process.

By friendly amendment, it was suggested that CDE be changed to read career achievement events. It was also suggested to change SAE's to hands on learning experiences.

**MOTION:** Moved by Anne Knapke, seconded by Stacia Berry to accept the motion with the above changes. **Motion Failed.**

Then it was suggested to change only CDE to read career achievement events. The motion would then read as follows:

Move to appoint a task force to develop age appropriate career achievement events and SAE's for middle school level students and request Foundation special project funding up to \$50,000 for the two-year developmental process.

**MOTION:** Moved by Casey Hogan (Nancy J. Trivette), seconded by Stacia Berry (Dale Gruis) and carried to appoint a task force to develop age appropriate career achievement events and SAE's for middle school level students and request Foundation special project funding up to \$50,000 for the two-year developmental process.

Motion 8-D-20 reads as follows: That a middle school, age-appropriate "leadership conference kit" is developed in order for state leaders to conduct conferences at the state and local level; and that funding be sought as a special project of the National FFA Foundation.



**MOTION: Moved by Christy Windham (Kent Boggs), seconded by Amy Rasmussen (Linda Rist) and carried** to refer the above motion (8-D-20) back to FFA Staff for rewrite for consideration at the January 2005 board meeting.

**E. Development and Partnership – Kent Schescke**

Kent Schescke reported that the National FFA Foundation Annual Campaign as of 6/1/04 was \$6,272,968, up from \$5,944,757 on 6/1/03.

He reported that the Foundation's annual giving program is currently focused on:

- Executive Sponsor
- Scholarships
- 75<sup>th</sup> Anniversary Brick Program
- John Deere Belt Buckles
- Memorials, Honorariums and Endowments

Through the Development and Partnership Division, FFA strives to build partnerships with other national organizations that share similar missions, visions, and values especially as it relates to agricultural education. One of the organizations that FFA has had the opportunity to work with over the past two years is the National Society for Minorities in Agriculture, Natural Resources and Related Sciences (MANRRS).

The possible outcomes of this partnership development activity with MANRRS would include:

- A. Development of a Memorandum of Understanding between MANRRS and FFA.
- B. Strategic planning assistance for the MANRRS Organization.
- C. Sharing of LifeKnowledge materials and training.
- D. FFA and MANRRS National Conventions
  - Greetings from student presidents
  - Workshops by MANRRS at FFA/Workshops by FFA at MANRRS
  - Collegiate Career Expo opportunities
- E. Shared Board Consultant
- F. National Ag Ed In-service Presentation
- G. 2005 MANRRS Conference MOU signing. (Pittsburg)

Tammy Meyer gave some comments on the importance of individual giving and passed out information relating to this topic. She encouraged board members and consultants to give on an individual basis to set an example for other potential individual givers.

**12. Special Committee Report – Elaine Lewis**

- Develop lessons on advocacy through LifeKnowledge.
- Develop workshops on advocacy for LPS Coordinators.
- Do a 3-day Advocacy Seminar (NAAE) in cooperation with ACTE National Policy Seminar.
- Reestablish with WLC Program to instruct teachers on advocacy.
- Give direction to entry level college students that are undecided on what career to pursue.
- In reference to advertising, develop clips/commercials that accent the positive side of teaching ag.
- Encourage cooperative partnerships by providing states with information on how to be effective in fund raising.
- Make the local connection; prepare the local ag teacher on what he or she can do to involve the local community.

President Moreno reconvened the meeting on Tuesday, July 12, 2004 at 8:00 a.m.

**13. Standing Research Committee Report – David Lawver**

No motions.

**14. Policy, Constitution and Bylaws Committee Report – Steve Harbstreit**

**MOTION:** Moved by Amy Rasmussen (Buddy Deimler), seconded by Stacia Berry (Dale Gruis) and carried to accept the report of the Merchandising and Licensing Task Force and commend them for their efforts. (*Attachment #13*)

**MOTION:** Moved by Christy Windham (Linda Rist), seconded by Casey Hogan (Elaine Lewis) and carried to authorize staff to implement the report of the Merchandising and Licensing Task Force effective July 2004 and request the Secretary of the Board to update the appropriate Board Policy Handbook effective January 2005.

**MOTION:** Moved by Casey Hogan (Dale Gruis), seconded by Stacia Berry (Elaine Lewis) and carried to accept the report on National FFA Alumni Association Bylaws and that they be sent to the National FFA Alumni delegates for consideration in October, 2004.

**15. Finance Committee Report – James Woodard**

**MOTION:** Moved by Anne Knapke (Kent Boggs), seconded by Christy Windham (Nancy J. Trivette) and carried to implement the proposed set aside system as contained in Tab 5-4b effective September 1, 2005. (*Attachment #14*)

**MOTION:** Moved by Casey Hogan (Kent Boggs), seconded by Stacia Berry (Steve Harbstreit) and carried to request Chief Operating Officer Doug Loudenslager to review the set aside targets and policy in light of future capital needs including long term building maintenance and technology needs. Further request the Chief Operating Officer to present findings and recommendations for changes to set aside targets and policy to the January 2005 Finance Committee and Board of Directors.

**MOTION:** Moved by Amy Rasmussen (Steve Harbstreit), seconded by Anne Knapke (Linda Rist) and carried to provide funds from capital reserves to purchase the attached schedule of equipment related requests as recommended by staff and approved by the Finance Committee. (*Attachment #15*)

**MOTION:** Moved by Christy Windham (Buddy Deimler), seconded by Stacia Berry (Kent Boggs) and carried to submit to the delegates for consideration at the 2004 National FFA Convention that 2005-2006 dues be set at \$5.00 per member per year.

**MOTION:** Moved by Casey Hogan (James Woodard), seconded by Christy Windham (Nancy J. Trivette) and carried to approve 2004-2005 budget including any changes mandated at this meeting.

#### **16. Comments by Retiring Board Members/Consultants:**

- AAAE – David Lawver felt his time was certainly well spent.
- NAAE – Jeff Maierhofer was really impressed with the way the National Officers had conducted themselves.
- NAAE – Alan Sulser felt his time with the board was a great Learning experience.
- NAAE – Terry Hughes emphasized that working with an organization dedicated to the growth and success of young people was a pleasure.
- Alumni – Pam Jumper felt her involvement with the board was important and that although her time as a consultant was completed her involvement with FFA/Alumni was not.

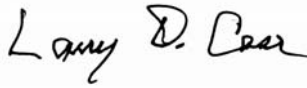
Chairman Case requested that Marion Fletcher extend a thank you to board member Angela Collins for her service since she was not able to attend the meeting.

Chairman Case also extended his thanks to Bernie Staller and to the board members for their service.

Coleman Harris extended his thanks to Bernie and board members and announced that the next Board of Directors Meeting would be held in Louisville, Kentucky on Monday, October 25, 2004

James Woodard challenged the board, consultants, and national officers to make an individual pledge of \$40 to the National FFA Foundation towards the purchase of a brick at the FFA Center in Indianapolis. Chairman Case set a good example for others by being the first one to contribute his \$40.

The meeting was adjourned at 8:55 a.m.

A handwritten signature in black ink that reads "Larry D. Case". The signature is written in a cursive style with a large initial "L".

---

Larry D. Case

A handwritten signature in black ink that reads "C. Coleman Harris". The signature is written in a cursive style with a large initial "C".

---

C. Coleman Harris