



**CO Young Farmers Educational Association
CYFEA Board of Directors Meeting
6:00pm March 8, 2018
Aims Community College, Fort Lupton**

MINUTES

In Attendance: Dale McCall, Dave Lieber, Danica Farnik, and Brad Riemenschneider. Mark Sponsler joined via phone.

Absent: Kelly Huenink, Naomi Berg, Darrell Johnston, Kellie Enns, Mike Womochil, and Julie McCaleb.

Call to Order: The March 2018 CYFEA Board of Directors meeting was called to order at 6:06pm, by CYFEA Chairman, Dale McCall.

Approval of the February 2018 Minutes: A motion was made by Brad Riemenschneider to approve the Board meeting Minutes February 8, 2018 with a second provided by Danica Farnik. The motion was voted on and passed unanimously.

CYFEF Report: Brad Riemenschneider, CYFEA Foundation Representative, reported that the Foundation had a conference call on February 26th. Discussion on this teleconference included the “50 Years and 50 Reasons” program. A letter that will explain the program and contribution opportunity, is being worked on by Randy Schwalm with input and help from Jack Anan. Jack has a mailing address database for many past CYFEA members. The Foundation’s goal is to have 250 previous and current members pledge \$250 each year for the next five years. More details will be provided after their contribution request letter is drafted.

Brad said that the Foundation members were looking forward to meeting with the CYFEA Board and its Executive Team, on March 26th in Greeley. The details of this meeting are being handled by Sharon, with some help from Randy. Each group has been asked to put together a “goals” document for discussion at this meeting, so that the responsibilities and efforts of each group is understood, complimented, and not duplicated.

CYFEA Executive Team Report: Naomi Berg, President of the Executive Team, was not able to attend the meeting either by phone or in person. Sharon said that she had received a phone call from Naomi earlier last week in which she relayed that the plan to have the 2019 CYFEA State Institute in the southwest part of the state would not be challenged, even though the idea of having the 50th Anniversary State Institute of the CYFEA in Sterling might have been a good idea. Naomi had also indicated that she would try to have an E-Team meeting by teleconference call prior to the joint meeting on March 26th. Sharon couldn’t provide any further information on the Executive Team’s short term goals.

Executive Director’s Report: Sharon Pattee presented the February 28, 2018 CYFEA financial statements to the Board and she explained that the total amount of 2018 SI sponsorship funding was at \$18,625.00 as of date. She said that she didn’t expect any other significant donations would be coming in. She stated that the SI expenses came out at \$23,350.00 and with the \$18,625.00 specifically earmarked for the meeting, and that the CYFEA would incur an approximate \$4,725.00 shortfall. Dale McCall asked about the host Chapter’s income and expenses in this regard, in which Sharon said that she thought that the Front Range Chapter brought in around \$5900.00 in sponsorship funding and that their expenses due to CYFEA were about \$1560.00.

There was some discussion about the income/expenses of the hosting Chapter, and should the host Chapter be making money when the State Association loses money on the State Institute. Unfortunately, both Naomi Berg and Darrell Johnston from the Front Range Chapter were not in attendance to address some of the concerns. Sharon was directed to ask the Front Range Chapter for an accounting of their sponsorship receipts and expenses for the 2018 State Institute. At this time, Brad Riemenschneider made the motion to approve the February 2018 CYFEA financial statements as presented, with Dave Lieber providing a second to that motion. There was a vote and the motion passed unanimously.

Sharon then reported that the joint meeting between the CYFEA Board, the CYFE Foundation, and the CYFEA Executive Team will be held on March 26th, from 3:00 – 6:00PM in Greeley, at American AgCredit. She explained that she was working with Randy Schwalm on the logistics for this meeting, and that Randy had asked whether a meal was wanted. The group directed Sharon to ask Randy to set up a meal to be served around 6PM, on March 26th. Dale McCall then reiterated that he wanted the CYFEA Finance Committee meet prior to the joint meeting, i.e. at 2:00PM. Sharon said that she would be sending out an email with that meeting's agenda and details within the next week or so.

Sharon then reported that all of the 2018 – 2019 CYFEA Academic Scholarship information had been updated and was available on the CYFEA website. She stated that she had also sent out a separate email to the Chapters and educators announcing the academic scholarships that are now available for current and college bound student. The CYFEA Executive Team, along with Sharon, would review any applications for these scholarships.

Sharon asked for direction from the Board present about the next CYFEA newsletter timing. There was some discussion and it was determined that the next issue should be planned for late April or early May.

Sharon then reported on the CYFEA Board of Director's Errors and Omissions insurance bid, along with a General Liability quote, that she had received from Erich Ehrlich, with Renaissance Insurance. The annual cost would run about \$700 - \$800 for \$500K of coverage for the CYFEA Board. She said that she had also been in touch with Tim Anderson, Gordon Insurance, but had not been able to get something in writing yet. Brad Riemenschneider moved that Sharon secure one of the bids up to a maximum of \$800 annually, for \$500,000 in Board liability insurance when both quotes were available for review. Dave Lieber seconded that motion and a vote was taken. The motion passes unanimously. Sharon stated that she would report to the Board on the chosen agency and option, via email, when her decision was made.

CYFEA Chairman's Report: CYFEA Board Chairman, Dale McCall, reiterated that he wants to review the 2018 Budget with the stated Finance Committee members one hour before the joint meeting on March 26, at 2pm in Greeley, at the American AgCredit office building. Dale asked that Sharon draft an agenda for the joint meeting and work with him on a draft document of the roles and responsibilities of the CYFEA Board of Directors. Also, he asked for input on an MOU that would be used between CYFEA's Board and Executive Director and the CYFEA Chapter that is desirous of hosting the annual CYFEA State Institute.

Dale stated that the election of the CYFEA Board officers would be tabled for discussion at the April 2018 BOD meeting. He indicated to the group that he would prefer to not serve as Chairman moving forward, due to his large current work load.

CYFEA Action Items: There were no other items to approve.

Adjournment: The next meeting of the CYFEA will be planned for April 12, 2018, at 6:00pm, to be held at the All About the Smoke restaurant in Fort Morgan. Brad Riemenschneider made the motion to adjourn the meeting with Danica Farnik providing the second. With a unanimous vote, the March 2018 CYFEA Board of Directors meeting was adjourned at 7:15pm.

Respectfully submitted,

Dave Lieber, CYFEA Board Secretary

Sharon Pattee, CYFEA Executive Director