

**KAFCS Foundation Board of Trustees Meeting**  
**August 2, 2013**  
**United Methodist Church**  
**Main & 6<sup>th</sup> Streets, Eureka, KS**  
**MINUTES**

**Attending:** Jan Stephens, Marie Blythe, Gayle Price, Beth Ireland and Duane Whitbeck

**Attending by conference call:** Carol Werhan, Karen Pence, Sharolyn Jackson

**Absent:** Shelby Muha, Sharon Frankenberry and Brenda Dooley

**Call to order**

President Jan Stephens called the meeting to order at 10:15 a.m. Marie Blythe moved to suspend Robert's Rules of Order. Beth Ireland seconded. Motion carried.

**Minutes of the March 8, 2013 meeting**

Duane Whitbeck moved approval of the minutes as distributed. Gayle Price seconded. Motion carried.

**Treasurer's Report (Duane Whitbeck)**

Duane Whitbeck summarized the treasurer's report and answered questions from the Board. Investment account balance at Edward Jones was updated from \$7,870.15 (June 28, 2013) to \$8,121.17 (August 2, 2013). Beth Ireland moved to accept the report. Gayle Price seconded. Motion carried.

**Committee Reports**

Scholarships

- Marie Blythe will update the scholarship application.
- Beth Ireland will work with Janet Holden to get the updated application and rubric on the KAFCS website by late fall.
- Duane Whitbeck and Karen Pence will promote the scholarships to students at their respective institutions.
- Applications will be submitted electronically to Jan Stephens (Board president) by specified date.
- Applications received by specified date will be distributed to all Board members for review. The Board will select recipients at a conference call meeting held prior to the United Associations Conference (UAC).

UAC Foundation Event

- Marie Blythe and Gayle Price will coordinate the event.

**Old Business**

None.

**New Business**

Action needed from reports

Treasurer's Report: 2013-14 Budget

Marie Blythe moved to amend the budget proposal with the following changes.

- Reduce the AAFCS Annual Conference Awards to support student attendance at AAFCS.  
Change from: \$2000 (*\$200 per student with a limit of ten students*)  
Change to: \$1000 (*\$200 per student with a limit of five students*)
- Reduce total planned expenditures.  
Change from: \$4110  
Change to: \$3110

- Increase total planned income  
*UAC Foundation event – increase planned income from \$300 to \$400*  
*UAC Silent Auction – increase planned income from \$500 to \$700*  
 Change from: \$800  
 Change to: \$1100

Beth Ireland seconded. Motion carried.

Gayle Price moved to approve the budget as amended. Marie Blythe seconded. Motion carried.

Nomination and election of president-elect

Beth Ireland nominated Karen Pence for the office of president-elect. Duane Whitbeck seconded. Motion carried.

Suggestions for potential Foundation trustees to be elected in Spring 2014

Six names were suggested. The top three candidates were ranked for contact to determine willingness to serve.

2013-14 areas of emphasis and committee assignments

- Scholarships and AAFCS Student Awards: the Board serves as the committee. Duane Whitbeck is the Pittsburg State University campus contact. Karen Pence is the Kansas State University campus contact.
- UAC Events (silent auction and evening social): Marie Blythe, Gayle Price
- Fundraising/Marketing: Marie Blythe, Jan Stephens

**Additional Discussion**

Recommendation: include information about the UAC evening social in the UAC registration.

Recommendation: invite Katy Uplich, KAFCS/KAFCS Foundation treasurer-elect to participate in KAFCS Foundation meetings to facilitate treasurer transition.

Discussion: dispense with trustee notebooks and transition to archiving records (agenda, minutes, and budget) on KAFCS website.

Discussion: maintain three years of records in trustee notebooks. The president will keep complete archive.

Request for each board member: provide ten stamps to Marie Blythe (fundraising/marketing) for mailing to members who do not use email. She has drafted a letter to current and past KAFCS members outlining support for the KAFCS Foundation as a way of honoring those who established the foundation, retirees and others.

Recommendation: reinstate “Wall of Honor” on the web.

Recommendation: channel all KAFCS web suggestions for Janet Holden through Beth Ireland.

**Schedule next meeting/conference call**

Carol Werhan will send a Doodle in September to determine a November date for a conference call meeting for both KAFCS Board and KAFCS Foundation Board.

**Adjournment**

The meeting adjourned at noon.

Karen Pence, secretary