

## Ohio Council on Family Relations Advisory Board Minutes

October 8, 2013 3:45 – 5:40 p.m.

Phone Conference

1. **Conference call participants:** Carmen Irving, Joan Jurich, Audrey Kraynak, Susan Peet, Michael Sturm, Mallory Swope, Maureen Blankemeyer

Audrey welcomed the conference call participants and introductions were made.

2. **Minutes from June 2013 phone meeting:** Michael moved to approve the minutes from the previous board conference call. Carmen seconded the motion and the minutes were approved.

3. **Treasurer's Report:** Current balance = \$4766.54  
Joan moved to approve the treasurer's report and Carmen seconded the motion. The treasurer's report was approved as written.

NCFR has a new policy whereby affiliates are now required to apply each quarter for their rebate check. Audrey has talked with Allison Wickler at NCFR and our next rebate check will be sent to Maureen.

There was brief discussion about possibly changing the account from Huntington Bank to Chase once Joan assumes the presidency. The matter will be revisited at that time.

#### 4. **Old Business**

- a. **Board Member Listing** - Audrey will check the bylaws for term lengths and then contact board members to verify that we're willing to serve our specified term. Board members are to contact Audrey with any updated contact info.
- b. **Outstanding Ohio NCFR Presentation Awards**
  - i. We received 1 student proposal. After discussion, the board agreed that the submission was of high quality and warranted the award. The award recipient is Lauren Altenburger, a graduate student at the Ohio State University. Audrey will send her contact information to Maureen so she can mail her the award check.
  - ii. There were 6 professional proposals submitted. The highest rated proposal was authored by Dr. Russell Toomey, a new faculty member at Kent State University. Maureen will send him the award check (or walk it to his mailbox 20 feet from her office).
- c. **Spring Conference Update:** Susan and Michael updated the group on the progress they've made in planning the OHCFR spring conference:
  - i. Date/Time/Location: Fri. February 28, 2014 from 1:00 to 5:00 pm, BGSU Student Union
  - ii. The site is free since students will be involved in the conference. There are parking lots nearby. Immediately following the conference, we'll have informal social networking, possibly at the Black Swamp Bistro, located in the Union.
  - iii. Theme – Michael and Susan discussed the possibility of a theme centered on innovative new programs or new trends. Audrey suggested the following conference theme: ***"Trends in Programming and Research for Individuals and Families,"*** and the board agreed.

- iv. As part of initial steps to get our annual conference established, the key target audience of the 2014 conference will be early professionals, undergraduates, and graduate students.
  - v. The board discussed the possibility of a particular keynote speaker, and Joan agreed to look into his availability. We'll provide lodging, meals, and an honorarium if he accepts the invitation.
  - vi. Instead of having all formal presentations, Susan discussed the option of us having presentations of similar topics clustered together to allow for a small discussion group format.
  - vii. Susan and Michael are talking with representatives of Tech Trek at BGSU about showcasing their science, technology, and math camp/program designed for 8<sup>th</sup> grade girls.
  - viii. Audrey will work on a call for proposals and submit it to the board for review/edits. Then we will send out a save the date message and the call for proposals
  - ix. Susan suggested we check with universities/programs to see if they will co-sponsor the conference for \$50. In return, their name will be listed as a co-sponsor on the promotional conference materials and we will provide table space for them to display their marketing materials. Maureen will create a pdf file requesting sponsorship and will disseminate it to Ohio NCFR-related programs.
  - x. Registration fees
    - 1. We will waive the registration fee for the Outstanding Ohio NCFR presentation recipients. We'll ask them to register, but the fee will be waived.
    - 2. Suggested fees: \$10 or \$15 for student registration and \$30 to no more than \$50 for professionals. Amounts still to be determined pending estimated expenses.
    - 3. Among other items, the registration fee will help offset the cost of cookies, coffee, and other beverages for the afternoon break.
- d. **Affiliate Presidents Phone Conference** - Audrey updated the board on the conference call for Affiliate presidents. They discussed how affiliates make themselves known in their region largely through their conferences. Additionally, there will be a breakfast and workshop for affiliates at the NCFR conference.
- e. **Strategic Plan update**
- i. OHCFR membership: Ohio NCFR members = 132; Affiliates Only = 0
    - 1. It was suggested that we have a board member who takes on the role of following up with affiliate-only members (less than 5 at any one time) once their membership expires. We do not currently do this. No takers...yet.
    - 2. Regarding the visibility of OHCFR in the community, Audrey mentioned the student groups and contacts they have with community members as potential resources. Michael suggested we could contact practicum/internship supervisors who are connected with community agencies. Joan noted it's important that we be planful and start small by first letting community sources know about our

annual conference and getting it established. Carmen suggested we look into having the CFLE exam administered at our conference as yet another draw. Audrey will contact Dawn about this.

#### 5. **New Business**

- a. **Open Student Position on Board** - Carmen suggested an OSU master's student as a potential representative to fill this slot. She'll contact the student to see if she's willing to take the position and if so, she'll have her contact Audrey.
- b. **Impact Award Nominations** - We need to do a call for nominations. We'll honor the recipient at our conference. Carmen will look into the cost of a plaque and engraving. Ways we'll solicit nominations:
  - i. Contact practicum/internship faculty supervisors to suggest nominees.
  - ii. Send a request for nominees via the listserv.
  - iii. Send a request for nominees through Extension.
- c. **Dec. board meeting** – To be held at All Saints Lutheran Church in Worthington on Dec. 20, 2013 from 9:30 am – 2:30 pm. We'll donate \$100 to the church for the use of the room. Audrey will check to see if we can get coffee and hot water/tea provided. Maureen will send out menu choices from Jimmy John's prior to the meeting.
  - i. Business to be conducted at the meeting (in addition to discussion of the conference):
    - Audit of the treasury and review of the by-laws.
  - ii. Board members: Bring or email your NCFR membership number for the Annual Report.

Phone conference adjourned at 5:40 p.m.

Respectfully submitted,  
Maureen Blankemeyer  
OHCFR Secretary/Treasurer