

**OHCFR Minutes**  
**7/12/2019**  
Ritter Public Library  
5680 Liberty Ave., Vermillion OH 44089

**In attendance:** Rachel Barlage, Kayla Bindus, Audrey Kraynak, Patrice Powers-Barker, Katie Schlagheck, Scott Tobias, Courtney Walsh, Maureen Blankemeyer

**I. Prior Meeting's Minutes** – Scott made a motion to approve the minutes from the March board conference call and Patrice seconded the motion. The group voted unanimously in support and the motion carried.

**II. Treasurer's Report** – Maureen reported the current account balance is \$4503.93 and reminded everyone how the NCFR rebate and advance are calculated. Courtney moved to approve the treasury report and Katie seconded the motion. The group voted unanimously in favor of the motion; the motion carried.

**III. Old Business**

**A. Social media/career spotlight**

1. Patrice indicated the media team is in the process of developing a checklist for steps needed to create webinars, as well as documents of basic outlines, goals, and timelines of steps to be taken for our media outreach. That way we will have templates for the many tasks we perform on a regular basis. The Social Media Committee scheduled a Zoom meeting to continue this work.
2. Courtney is working with Bethany Cox to get our “Board Members” page showing on the website.
3. Courtney posted the Jacoby and Ausloos Depression webinar on our website.
  - a. The Board discussed how to give CEUs for webinars that aren't live: At the end of the webinar will be a message that says something like, “Thank you for watching this. To earn your CEUs, please answer the following questions and email X for your CEUs.” There will be a link of 4 post-test questions for each webinar. We will use Qualtrics or Survey Monkey to create the post-test.
    - i. Patrice will ask Rachel Jacoby to come up with 4 multiple choice questions from her and her co-presenter's Depression webinar.
    - ii. Scott will create the Qualtrics survey for the webinar.
    - iii. A score of 75% will be considered passing (i.e., CEU-worthy).
    - iv. Participants who want the CEUs will be asked to contact a board member to be determined and that board member will access their post-test to confirm the participant passed the post-test.
4. Courtney asked for “awareness month” topics to highlight on our FB page. The board gave her a list of some ideas.

**B. Video PSA project** - Scott reported that his students over the past year created 2 min. and 5 min. video/Prezi PSAs. He'll double check that they are in Dropbox for the board to be able to access.

- C. Webinar topics** – Audrey has talked with someone about doing a fall webinar on children and grief. The board shared other possible topics for our webinars: human trafficking, immigrant/undocumented children, trauma-informed care, family strengths, professional trajectories for family science alumni.
- D. Voting on proposed bylaw amendments** – Patrice reported that the most recently proposed bylaw revisions were approved by the membership. (i.e., 2 proposed revisions: President-Elect must have been on the board prior to assuming the President-Elect position and the addition of Media Coordinator as a new position to the board). The bylaws became effective March 2019.
- E. NCFR Affiliate Presentation** – Audrey asked which Board Members attending the NCFR conference would be able to facilitate the presentation she submitted and that was accepted for the Affiliates Council Workshop. Scott and Maureen will consider presenting, upon reviewing their schedules and the proposal that was accepted.
- F. FCS Certification** – Patrice suggested promoting to our members the opportunity for FCS certification, which is offered through the Ohio Department of Education. We may promote this information in the future through a webinar, etc. This option is for people who are already out in the workforce and would like to get credentialed. Audrey will follow up with some folks about this (e.g., at YSU and ODE).
- G. Available Technology** – Board members wrote a list of their experience with and access to various forms of technology. This allows us to have access in 1 place to that information.

#### IV. New Business

- A. Fall elections** - We have 4 positions that we need to fill in our fall elections:
1. Secretary-Treasurer (Term: January 2020 – December 2021)
  2. 2 Professional Board Members
    - a. Professional Board Member 1's term: **January 2020 – December 2020**  
This is only a 1-year term, although Professionals normally have a 3-year term. However, our bylaws state we should have at least 1 Professional Board Member elected each year. We won't have that unless we make this person's term 1 year, instead of 3. Other suggestions?
    - b. Professional Board Member 2's term: January 2020 – December 2022
  3. 1 Student Position (Term: January 2020 – December 2021)
- The call for nominations will include the following requirements of nominees, which are stated in our bylaws:
- Board members must be members of NCFR
  - Board members shall not miss more than 50% of the scheduled meetings
- B. Tentative Timeline for Officer Election**
1. Patrice and possibly Carmen will create the call for nominations link.
  2. Audrey will send out the call for nominations on the Discussion Board.
  3. Courtney will post the call for nominations on the website and Facebook page.
  4. The call for nominations will be open September 15<sup>th</sup> through September 29<sup>th</sup> at midnight.
  5. Nominees will be asked to indicate if they will accept the nomination and submit to Patrice a brief bio/description by October 6<sup>th</sup>.

6. Patrice will create the ballot and send it to the board for review.
7. The ballot and voting will be open October 16<sup>th</sup> through November 1<sup>st</sup>.
8. Elected Board members will be invited to our December 13<sup>th</sup> meeting in Mt. Gilead.

*Break for Lunch*

**IV. New Business cont'd**

**C. Strategic Plan** was reviewed and updated.

**D.** The board discussed who we could spotlight next and came up with a few names. Courtney will send the board a template of the prompts she sends to the people we spotlight.

**E.** Audrey suggested we might consider applying for the Affiliate Council Award next year.

**F.** Patrice suggested we have a template of a calendar of annual NCFR-related events (e.g., when the annual report is due, when the affiliate council award nomination is due, etc.).

**G. Remaining 2019 Board Meetings**

- Monday October 21<sup>st</sup> 10:30 – 12:00 pm conference call
- Friday December 13<sup>th</sup> 10:00 – 3:00 face-to-face meeting at OSU Extension offices in Mt. Gilead

**V. Adjournment** – Maureen made a motion to adjourn the meeting and Patrice seconded the motion. The meeting was adjourned at 3:22 pm.

Respectfully submitted by Maureen Blankemeyer, Secretary/Treasurer