



NEW JERSEY
FFA ASSOCIATION

New Jersey Department of Agriculture
Office of Food, Agriculture &
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NEW JERSEY FFA ASSOCIATION
“Your Story. Your Legacy.”

TO: State Executive Board Members, NJ FFA Chapter Advisors, Officers and Members

FROM: Jamie Specca, State FFA President
Kristianne M. Dowd, State FFA Specialist
Erin E. Noble, State FFA Advisor

DATE: August 15, 2019

RE: State FFA Executive Board Meeting
Monday, September 9, 2019 – 4:00 p.m.
1st Floor NJDA Board Room, Trenton, NJ

All State Executive Board Members must attend this meeting. If these individuals cannot attend, they should call Ms. Dowd at (609) 984-4380, and give the reason to receive an excused absence. Mr. Dale Cruzan will fill the teacher representative on the Executive Board, and will have voting power at each meeting in 2019-2020.

AGENDA FOR THE SEPTEMBER STATE MEETING

- I. Opening Ceremonies**
- II. Minutes from the August State Meeting**
- III. Treasurer’s Report**
- IV. Guest Introductions and Attendance**
- V. Committee Assignments**
 - A. Constitution, Bylaws & Program of Activities – Jamie Specca
 - B. Membership & Chapter Relations – Owen Donnelly
 - C. State Leadership Activities – Kailyn Emmett
 - D. State Applications – Nicole Sickler
 - E. Career Development Evaluation and Review – Talia Priore
 - F. Horticultural Exposition Evaluation and Review – Karleen Wilford
 - G. State Convention Evaluation – Ryan Jordan
- VI. Parliamentary Procedure Report – Ryan Jordan**

- VII. Foundation Report – Jamie Specca**
- VIII. State FFA Alumni & Supporters Report – Talia Priore**
- IX. Food, Agriculture, & Natural Resources Education Advisory Council Report – Owen Donnelly**
- X. New Jersey Agricultural Society Report – Ryan Jordan**
- XI. Equine Advisory Board – Nicole Sickler**
- XII. New Jersey Association of Agricultural Educators – Dale Cruzan**
- XIII. Unfinished Business**
 - A. Eastern States Exposition – Ryan Jordan
 - B. Leadership Experience and Development Conference (October 4-5, 2019)
 - a. 360 Curriculum
 - i. Chapter Officer Leadership Training (COLT) – Kaylin Emmett
 - ii. Leadership Opportunities Conference (LOC) – Talia Priore
 - b. State Greenhand Conference (SGC) – Nicole Sickler
 - c. Timeline – Karleen Wilford
 - C. 92nd National FFA Convention (October 30-November 2, 2019)
 - a. Flag Bearer – Ryan Jordan
 - b. Delegates – Owen Donnelly
 - c. State Booth – Karleen Wilford
 - d. State Suite – Nicole Sickler
 - e. Recognition Program – Talia Priore
 - D. International Leadership Seminar for State Officers (January 2-15, 2020) – Nicole Sickler
 - E. Chapter Visits – Ryan Jordan
 - F. Team Goal Action Plan – Owen Donnelly
- XIV. New Business**
 - A. Calendar of Events – Talia Priore
 - B. Delegate Process Written/Oral Testimony – Kailyn Emmett
 - C. Fall Ag Ed Conference (September 27, 2019) – Owen Donnelly
 - D. Fall Career Development Events (November 21, 2019) – Ryan Jordan
 - E. Agricultural Education Issues Discussion – Karleen Wilford
 - F. Member of the Month – Owen Donnelly
 - G. State Officer Mileage – Nicole Sickler
- XV. Closing Ceremonies**

*Next State Meeting- October 7, 2019
New Jersey Department of Agriculture, Auditorium
4:00 p.m.*

New Jersey FFA Association
Minutes from the August 5, 2019 Meeting

I. Opening Ceremonies

Jamie Specca called the meeting to order at 8:59 a.m. Voting members in attendance were Owen Donnelly, Kailyn Emmett, Talia Priore, Karleen Wilford, Nicole Sickler, Ryan Jordan, and Mr. Dale Cruzan. State Staff in attendance were Mrs. Erin Noble, Ms. Kristianne Dowd, and Ms. Debra McCluskey.

II. Minutes from July State Meeting

Motion by Kailyn Emmett to dispense with the reading of the meeting minutes and approve them as distributed.

Seconded by Talia Priore. Motion passes.

III. Treasurer's Report

Motion by Talia Priore to accept the treasurer's report pending audit.

Motion passes pending audit.

Ms. McCluskey brought attention to Cumberland Regional's outstanding balance. The previous balance has been paid and further action is not required.

IV. Guest Introductions and Attendance

There were no guests in attendance.

Owen Donnelly assumed the duties of the chair.

V. Committee Assignments

A. Constitutions, Bylaws, & Program of Activities

The committee outlined the expectations and goals for the upcoming officer year, reviewed State Convention feedback and decided how and when to hold future meetings.

B. Membership & Chapter Relations

The committee reviewed the state convention report and developed 5 goals and an action plan for the year.

C. State Leadership Activities

The committee reviewed previous reports and feedback in order to look at implementing new ideas to help increase membership or involvement through the state during conferences and events.

D. State Applications

The committee reviewed the setup for applications to make sure they are in Jotform and updating the process to today's standards.

E. Career Development Evaluation and Review

The committee set up expectations and goals for the year and looked at how they would like to advertise for CDE/LDEs.

F. Horticulture Exposition Evaluation and Review

The committee evaluated the exposition and discussed improvements to the categories, cards, and descriptions for the divisions.

G. State Convention Evaluation

The committee evaluated the feedback from last convention and are looking to improve or organize the next convention with new components.

Jamie Specca reassumed the duties of the chair.

VI. Parliamentary Procedure Report

In *Robert's Rules of Order* there are five types of motions: privileged, subsidiary, incidental, main and motions that bring a question before the assembly again.

VII. State FFA Foundation Report

The State FFA Foundation conducted a strategic planning meeting at their last meeting. A national foundation member attended the meeting to help the Foundation look at new connections they should be making. Members reviewed new fundraiser ideas, their financial status and technology upgrades that are occurring with the board. The Foundation requested that in the absence of an Executive Committee representative, that the Association select an additional state officer to serve as a representative on their board. Karleen Wilford will be the new board member. The next meeting will be Oct. 22, 2019 at 6pm.

VIII. State FFA Alumni & Supporters Association Report

Their next meeting will be August 14, 2019. The Regional Development Conference will be held on Aug. 24 at the Rutgers Eco-Complex.

IX. Food, Agriculture. & Natural Resources Education Advisory Council Report

No report

X. New Jersey Agricultural Society Report

The board heard reports from the Learning Through Gardening program and Farmers Against Hunger.

XI. Equine Advisory Board Report

At the previous meeting, a report of their annual equine science summer showcase was presented. The board is currently working on the Open Space Pace which will be held on September 21, 2019 in Freehold. Their next meeting is August 21, 2019.

XII. New Jersey Association for Agricultural Educators

The NJAAE will meet on August 7, 2019 at the Northern Burlington Middle School. There the executive board will work to plan for the year. Teachers are still traveling throughout the country and taking advantage of professional development opportunities.

XIII. Unfinished Business

A. Summer CDE Results

a. Safe Tractor Operations Event

The Safe Tractor Operations Event was held on July 16 at the Burlington County Farm Fair. There were 9 contestants who competed in this event and the winner was Brian Posluszny from Allentown.

b. Dairy Handlers

The Dairy Handlers Event was held on July 20 at the Burlington County Farm Fair. There were 8 contestants and the winner was Rebecca Philips from South Hunterdon.

B. State Officer Summit

The State Officer Summit was held in Washington D.C. on July 21-25. Officers attended an advocacy training in order to prepare to meet with their respective House of Representatives and Senate officials. Jamie and Owen stayed for an additional day to begin the delegate process. They were both selected to serve as discussion leaders on their respective committees.

C. Check Point #1 and 360 Training

Officers attended Checkpoint 1 and learned about the magic formula and began developing their individual workshops for LEAD. The officers also participated in a Train-The-Trainer to learn more about 360 Influence which will be facilitated at LEAD as well.

D. 91st National FFA Convention (Oct. 30 - Nov. 2)

a. Flag Bearer

Ryan will serve as our flag bearer and must be present for national convention events.

b. Delegates

The National Convention Delegate Committees were determined at Summit. This year's committees are Competitive Events Exploration, Production Agriculture Opportunities, Urban Agricultural Programs, National Regions, State Association Needs, and Membership Experience. The National Regions Committee was developed from the proposal that the team submitted. Jamie will serve on the Membership Experience Committee and Owen will serve on the Urban Agricultural Programs Committee. A request will be submitted to have Kailyn serve on the National Regions Committee.

c. State Booth

As the Hall of States winners, Woodstown FFA will put together our state booth. Karley Sickler, Woodstown, will help in the booth as our National Convention Scholarship winner. Karleen will coordinate the booth.

d. State Suite

Nicole will be responsible for serving as the host in our state suite.

e. Recognition Program

The New Jersey Breakfast will be held on the Wednesday morning of convention at the Primanti Brothers restaurant. Discussion occurred on beginning the breakfast earlier to allow for the schedules at convention. Talia will be responsible for coordinating the speaking portion of the breakfast.

E. State Theme T-Shirt and Thank You Gift

The state T-Shirt color was voted upon and 250 mugs have been purchased as gifts.

F. Eastern States Exposition

The Eastern States Exposition provides students an opportunity to compete on a regional level. It will be held in West Springfield, Mass. from September 13-14.

XIV. New Business

A. International Leadership Seminar for State Officers

The application opens August 1 and closes on August 15. State officers have the opportunity to travel to Spain and Portugal this year.

B. Leadership Experience and Development Conference (Oct. 4-5)

a. 360 Curriculum

i. Chapter Officer Leadership Training (COLT)

Chapter Officers work throughout this conference to prepare for their upcoming year.

ii. Leadership Opportunities Conference (LOC)

Members that are not chapter officers or first time members will learn about the leadership components of NJ FFA and how to be involved.

b. State Greenhand Conference (SGC)

This conference allows first year members to explore what FFA is.

c. Timeline

Officers reviewed the timeline of events and due dates.

C. Agricultural Education Issues Discussion

Rutgers has studied the tick species in New Jersey, announcing 7 new tick species and 2 invasive species such as the Asian Longhorn.

D. State Officer Mileage

Remember to send in your mileage reports by 2 PM on meeting days.

XV. Closing Ceremonies

The meeting was adjourned at 10:08 a.m.

Respectively Submitted,

Kailyn Emmett, State Secretary

Committee Report
(SUBMIT TO STATE SECRETARY)

Date: July 1, 2019

Committee: Constitution, Bylaws and Program of Activities

Committee Members Present: Jamie Specca, Talia Priore

Absent: Kailyn Emmett, Karleen Wilford

Purpose of Meeting: To outline our expectations and goals for the year, review the State Convention report and decide when to hold meetings throughout the year.

Recommended Action(s): N/A

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Comments: Expectations: Updated the Consitution and Bylaws, review and edit POA and add our POA onto AET. Goals: Meet at least one time every two months and update our POA by September 1st. Meetings: Heid through Google Hangouts during the evening, preferably at night.

Jamie Specca
Chairperson

Kailyn Emmett
Secretary

Committee Report
(SUBMIT TO STATE SECRETARY)

Date: July 1, 2019

Committee: Membership and Chapter Relations

Committee Members Present:

Owen Donnelly (Chair), Jamie Specca (Member), Talia Priore (Member), Karleen Wilford (Guest)

Absent:

Nicola Sickler (Vice Chair), Teacher Rep. (TBD)

Purpose of Meeting:

To reevaluate the May 23, 2019 committee report as well as come up with our goals and action plan for the year.

Recommended Action(s):

N/A

Comments:

The committee decided to look more into the feasibility of some of the "Recommended Actions" discussed at the May 23, 2019 meeting, many of which did not seem like they would not work out or be effective. In addition the committee came up with five (5) goals for the upcoming year. Finally each committee member is expected to come up with one possible way to increase chapter involvement by the next meeting (TBD once we have a teacher representative).

Owen Donnelly
Chairperson

Jamie Specca
Secretary

Committee Report
(SUBMIT TO STATE SECRETARY)

Date: July 1st, 2019

Committee: State Leadership Activities

Committee Members Present: Ryan Jordan, Nicole Sickler

Absent: Owen Donnelly, Karleen Wilford

Purpose of Meeting: This was set as our first committee meeting and to review previous reports.

Recommended Action(s): L.E.A.D: Review officer responsibilities within the state chapters, implement a chapter survey via email after the conference. S.O.C.S: Hold a conference or event before SOCS to spark members to run for S.O, review officer expectations and hold a reflection period. A.L.L.D: Set up a question box for the members addressing specific panelists they want to hear from.

Comments: Remind advisors to have their chapter officers bring laptops for the POA session for the C.O.L.T portion of L.E.A.D.Potentially have a longer session time for POA during L.E.A.D.

Kailyn Emmett
Chairperson

Secretary

Committee Report
(SUBMIT TO STATE SECRETARY)

Date: July 14, 2019

Committee: State FFA Applications

Committee Members Present:

Kailyn Emmett, Nicole Sickler, and Ryan Jordan.

Absent:

Talia Priore

Purpose of Meeting:

The purpose of the meeting was to set goals, how to communicate, review the previous committee report, and share Ideas.

Recommended Action(s):

Set Reminders for officers and members (Like making post, having a group chats with chapters. Make sure all documents are in Jotform, adding name pronunciation, change questions, put applications in alphabetical order, and make sure due dates are clear. The committee is also in the progress with making something about chapters sharing there stories. We feel not alot of chapters do not know eachother and having this might spark new conversations.

Comments:

Nicole Sickler
Chairperson

Kailyn Emmett
Secretary

Committee Report
(SUBMIT TO STATE SECRETARY)

Date: July 1, 2019

Committee: CDE/LDE Review and Evaluation

Committee Members Present:

Talia Priore, Karleen Wilford, Nicole Sickler, Ryan Jordan

Absent:

None

Purpose of Meeting:

Outline our expectations, meeting times, set goals, and review convention report

Recommended Action(s):

Expectations: -use doodle.com -meet after every CDE/LDE
 Meetings: -preferably friday nights on google hangouts
 Goals: -actually meet after CDE/LDEs -5 chapters in winter CDEs (calls for advertising)
 Convention Report: -combine floriculture and floral design -implement 60% rule -have an assigned proctor to each chapter for winter CDEs

Comments:

Chairperson

Secretary

Committee Report
(SUBMIT TO STATE SECRETARY)

Date: July 1, 2019

Committee: Horticultural Exposition Evaluation and Review

Committee Members Present: Karleen Wilford, State FFA Association
Owen Donnelly, State FFA Association

Absent: Jamie Specca & Nicole Sickler

Purpose of Meeting: To review the Horticulture Exposition, discuss improvements, and set goals

Recommended Action(s): Evaluate language in FFA theme descriptions

Evaluate categories and pricing cards for Horticultural division
Change names of the categories

Comments: Create size restrictions
Class 122 to be placed in the plastic container (sustainable ag)

Karleen Wilford, State FFA Association
Chairperson

Owen Donnelly, State FFA Association
Secretary

Start clean up sooner
Less broad names
Recycling symbol required

Committee Report
(SUBMIT TO STATE SECRETARY)

Date: July 1, 2019

Committee: State Convention Evaluation

Committee Members Present: Ryan Jordan Kaiyln Emmet (Owen and Jamie were in other committes that day)

Absent: Owen Donelly Jamie Specca (In other meetings 0

Purpose of Meeting: To look over previous remarks from last teams last committee meeting and figure out things we can improve and to get the team organized and up and running.

Recommended Action(s):

Social	Make
social a requirement	
make the time go later so that people have time to go back to the dorms and change into regular clothes	set up games
and activities for the social so people have some things to get to know people while doing.	
Tshirt Contest:	start design
contest again and go over the rules and outlines for it to make it easy and work out the best.	
Art Contest	4th and
5th place should get certificates for their participation.	Convention
Evaluation:	Put QR code into slide
show of session 5 for people to scan and complete.	Goals:
100% percent chapter representation (even if just by one member or so)	

Comments: The team is getting along very well and we all have great ideas to improve this years state convention and hopefully it will be one to remember.

Ryan Jordan
Chairperson

Kaiyln Emmet
Secretary

NJ FFA Association FFA Monthly Budget Summary July 2019

	Jul 19	Jul 19	\$ Under / Over Budget	Annual Budget
Income				
P1 Dues/Memberships (Income)	0.00	0.00	-50,000.00	50,000.00
P2 CDEs (Income)	352.00	352.00	-748.00	1,100.00
P3 General Supplies (Income)	0.00	0.00	0.00	0.00
P4 State Officers (Income)	0.00	0.00	0.00	0.00
P5 LEAD (Income)	0.00	0.00	-18,283.00	18,283.00
P6 State Convention (Income)	4,358.00	4,358.00	-52,703.00	57,061.00
P7 National Convention (Income)	0.00	0.00	-2,250.00	2,250.00
P8 Horticulture Expo (Income)	60.00	60.00	-3,440.00	3,500.00
P9 SO Continuum (Income)	0.00	0.00	0.00	0.00
P10 ALLD (Income)	40.00	40.00	-3,504.00	3,544.00
P 11 212 (Income)	0.00	0.00	0.00	0.00
P 12 SOCS (Income)	0.00	0.00	-220.00	220.00
Total Income	4,810.00	4,810.00	-131,148.00	135,958.00
Expense				
P1 (Dues/Memberships-Expense)	0.00	0.00	-13,000.00	13,000.00
P2 (CDEs - Expense)	0.00	0.00	-9,568.00	9,568.00
P3 (General Supplies - Expense)	533.40	533.40	-2,165.60	2,699.00
P4 (State Officers - Expense)	3,177.58	3,177.58	-3,245.42	6,423.00
P5 (LEAD - Expense)	0.00	0.00	-18,679.00	18,679.00
P6 (State Convention - Expense)	170.82	170.82	-61,139.18	61,310.00
P7 (National Conven. - Expense)	0.00	0.00	-7,423.00	7,423.00
P8 (Hort Expo - Expense)	0.00	0.00	-6,450.00	6,450.00
P9 (SO Continuum - Expense)	2,275.00	2,275.00	-3,641.00	5,916.00
P10 (ALLD-Expense)	0.00	0.00	-3,985.00	3,985.00
P 11 (212-Expense)	0.00	0.00	-35.00	35.00
P 12 (SOCS-Expense)	0.00	0.00	-470.00	470.00
Total Expense	6,156.80	6,156.80	-129,801.20	135,958.00
Net Income	-1,346.80	-1,346.80	-1,631.80	0.00

NJ FFA Association Monthly State Meetings - General Ledger As of July 31, 2019

Type	Date	Name	Memo	Split	Original Amount	Paid Amount	Balance
FFA	07/03/2019	Allstate Motor Club	motor club - Donnelly	P4 (State Officers - Expense)	-109.00	-109.00	87,334.38
Check	07/03/2019	Allstate Motor Club	motor club - Emmett	P4 (State Officers - Expense)	-109.00	-109.00	87,225.38
Check	07/03/2019	Allstate Motor Club	motor club - Piroe	P4 (State Officers - Expense)	-109.00	-109.00	87,116.38
Check	07/03/2019	Allstate Motor Club	motor club - Wilford	P4 (State Officers - Expense)	-109.00	-109.00	87,007.38
Check	07/03/2019	Allstate Motor Club	motor club - Sickler	P4 (State Officers - Expense)	-109.00	-109.00	86,898.38
Check	07/03/2019	Allstate Motor Club	motor club - Jordan	P4 (State Officers - Expense)	-109.00	-109.00	86,789.38
Deposit	07/03/2019	Allstate Motor Club	refund - discount for first year of motor club	P4 (State Officers - Expense)	8.25	8.25	86,800.38
Deposit	07/03/2019	Allstate Motor Club	refund - discount for first year of motor club	P4 (State Officers - Expense)	8.25	8.25	86,808.63
Deposit	07/03/2019	Allstate Motor Club	refund - discount for first year of motor club	P4 (State Officers - Expense)	8.25	8.25	86,816.88
Deposit	07/03/2019	Allstate Motor Club	refund - discount for first year of motor club	P4 (State Officers - Expense)	8.25	8.25	86,825.13
Check	07/03/2019	Lands End	unofficial official attire	P4 (State Officers - Expense)	-500.20	-500.20	86,204.93
Check	07/03/2019	Shoprite	meals for Base Camp	P4 (State Officers - Expense)	-70.05	-70.05	86,134.88
Check	07/03/2019	Jacob D Newkirk	meals for Base Camp	P4 (State Officers - Expense)	-486.51	-486.51	85,648.37
Check	07/03/2019	Jamie N Specca	mileage reim - Dec - June	P4 (State Officers - Expense)	-283.52	-283.52	85,364.85
Check	07/03/2019	Kathryn Tallamy	mileage reim - Dec - June	P4 (State Officers - Expense)	-498.05	-498.05	84,866.80
Check	07/03/2019	American Income Life...	accident insurance for Jan-June FFA ave...	P4 (State Officers - Expense)	-533.40	-533.40	84,333.40
Check	07/03/2019	National FFA Organiz...	2019-20 State FFA Officer blue jackets	P3 (General Supplies - Expense)	-710.00	-710.00	83,623.40
Deposit	07/03/2019	NJ FFA Alumni Assoc...	state convention banner	P4 (State Officers - Expense)	876.00	876.00	84,499.40
Check	07/18/2019	National FFA Organiz...	Summit	-SPLIT-	-170.82	-170.82	84,328.58
Deposit	07/18/2019	National FFA Organiz...	Summit	P9 (SO Continuum - Expense)	-2,275.00	-2,275.00	82,053.58
Deposit	07/18/2019	National FFA Organiz...	Summit	-SPLIT-	3,994.00	3,994.00	86,047.58

Total FFA 86,047.58

TOTAL 86,047.58