

## KEHA ANNUAL BUSINESS MEETING

May 10, 2023, at 10 a.m.

Louisville, KY

Inspiration	Harlene Welch, KEHA Treasurer
Pledge to the Flag	Ann Porter, Leadership Development Chairperson
Call to Order	Brenda Hammons, KEHA President
Roll Call Committee Report	Brenda Hamm, Licking River Area President
Adoption of Rules of Convention	Susan Hansford, KEHA Parliamentarian
2022 Minutes	Wanda Atha, KEHA Secretary
Treasurer's Report	Harlene Welch, KEHA Treasurer
Audit Committee Report	Dottie Crouch, Chairperson
Nominating Committee Report	Wanda Atha, Chairperson
Election of Officers and Chairpersons	Brenda Hammons, KEHA President
Bylaws Committee Report	Barbara Seiter, Chairperson
Leadership Academy Committee Report	Ann Porter, Chairperson
2023-2024 Proposed Budget	Harlene Welch, KEHA Treasurer
Presidents Report	Brenda Hammons, KEHA President
Other Business	
Announcements	
Adjourn	



## **2023 KEHA Board Election Ballot**

### **1<sup>st</sup> Vice President**

- Ann Porter
- Elaine Stevens

### **Treasurer**

- Patsy Kinman

### **Leadership Development**

- Tammy Alford
- Nancy Snouse

### **Environment Housing and Energy**

- Rhonella Chaffin

### **Food Nutrition and Health**

- Esther Bailey

### **Marketing and Publicity**

- Sharon Fields

*Wma 2023*

## KEHA ANNUAL BUSINESS MEETING

### RULES OF THE CONVENTION

1. The bylaws of the state organization shall be observed at all times.
2. Voting delegates must be members of KEHA, Inc. The voting body consists of two (2) voting delegates from each county. Only voting delegates shall sit in the section reserved for voting members. Voting delegates must be seated in reserved area before the meeting starts.
3. All Board of Director members and voting delegates shall have the privilege of making motions and entering into debates. Only voting delegates and the president may vote.
4. All motions offered from the floor shall be written, signed by the maker, and presented to the Presiding Officer.
5. To obtain the floor, a voting delegate shall rise, address the chair, identify herself/himself by name and organization or position, then wait for recognition before speaking.
6. Discussion is limited to two (2) minutes for each speaker and no one may speak twice on any question until all others desiring the floor have spoken, and not more than twice if anyone objects.
7. Only announcements of vital nature and general interest shall be made from the platform; notes, messages, and motions shall be passed to the Presiding Officer.
8. The Parliamentarian advises on parliamentary procedures when asked to do so, and gives an opinion based on the parliamentary authority of the state organization.
9. These rules may be suspended by a two-thirds (2/3) vote of the voting body.

**Please, out of courtesy, mute cell phones or set to “vibrate” only.**

## **KEHA ANNUAL MEETING**

### ***VOTING DELEGATES ROLE AND RESPONSIBILITIES***

Each county holding membership in the Kentucky Extension Homemakers Association shall have two voting delegates for the KEHA State Business Meeting. (ARTICLE II, Section 3, paragraph 2) Annual dues of the KEHA are payable by December 15 of each year to the KEHA State Treasurer and shall be delinquent if not postmarked by December 31. Any county whose dues are delinquent will not have the privilege of voting at the annual business meeting of the KEHA. (ARTICLE V, Section 1, a., second sentence)

At least two weeks prior to the state annual meeting, information packets will be sent to each county office via the University of Kentucky email system. Copies should be provided to each voting delegate when received by the county. Packets may include credentials for any candidates to be elected, proposed bylaw changes and other necessary information.

Serving as a voting delegate is an important duty. Delegates should study the documents sent to them so they can represent their county and the state organization wisely.

If a designated county voting delegate finds she cannot attend the annual meeting, an alternate should be chosen as soon as possible and her registration sent to the KEHA State Treasurer. The delegate packet should be given to the alternate so she can study the issues and be prepared.

Upon arriving at the annual meeting site, a delegate should sign in at the KEHA registration desk as soon as possible and pick up additional delegate information. This second packet will include items such as convention rules, treasurer's report, auditor's report, proposed budget and other important papers.

Delegates arriving at the annual meeting site on the day of the business meeting should plan to be duly registered at least one-half hour before the start of the business meeting and in their seats at least ten minutes prior to the start of the meeting unless otherwise instructed.

Before an annual meeting can transact any business, the roll call committee chairman (see Appendix page 32) must officially report the number of registered delegates. Since this must be the first thing done after opening ceremonies, late registration can delay the start of the meeting even though it is otherwise ready to begin.

Official voting delegates wanting to address the annual meeting should go to a microphone and be recognized by the presiding officer. They clearly state their name, title (if any) and their county. An example would be, "Madame President, I am Jane Doe, Alpha County Voting Delegate." The delegate then states her question or remark, waiting at the microphone for an answer or resuming her seat, whichever is appropriate.

Each delegate will receive a voting card to use when voting on an issue. Cards will be left on the chairs after the business meeting is concluded so they can be reused.

Any questions about the delegate process may be referred to the KEHA State Parliamentarian.

# MOTION FORM

Please write the motion exactly as you want it presented.

I move that:

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Signed: \_\_\_\_\_

Title (if any): \_\_\_\_\_

**PLEASE SEND THIS COMPLETED FORM TO THE CHAIR:**

**THANK YOU**

KEHA Annual Business Meeting  
10:00 a.m. CDT May 11, 2022  
Owensboro, KY

Ann Porter, Leadership Chair, gave the Inspirational and led the Pledge to the Flag.

President Karen Hill called the meeting to order at 10:03 a.m. CDT.

Cyndy Humble, Lake Cumberland Area President, gave the roll call with 140 voting delegates representing 66 counties.

Janet Hobbs, Acting Parliamentarian, moved to accept the Rules of Convention which remain the same. Motion passed.

The minutes of the 2021 KEHA Annual Business Meeting were available in the voting delegate packets for review by the voting delegates. No corrections or additions were made, so the minutes stand approved as written.

The Treasurer's Report was available in the voting delegates' packets and was presented by Harlene Welch, Treasurer. The report will be filed for audit.

The audit committee stated that they have reviewed the Treasurer's records and found them to be in order. They moved to accept the report. Coming from committee, no second was needed. Motion passed.

By-Laws Committee moved to accept the following changes in the by-laws.

**Article III, Section 4., letter k.** Officers, with the exception of President-elect, shall serve for a term of three years or until their successors are elected or appointed. The President-elect shall serve for one year, followed by a three-year term as President. No officer shall submit credentials for an additional term for the office they currently hold. New officers will take office July 1. Coming from committee, no seconded is needed. Motion passed.

**Article III, Section 4., letter l.** Elected Educational Program Chairmen shall serve for a term of three years or until a successor is elected or appointed. No chairman shall submit credentials for an additional term for the office they currently hold. New Chairmen will take office July 1. Coming from committee, no second was needed. Motion passed.

**Article III, Section 4., letter m.** The Marketing and Publicity Chairman shall serve for a term of three years or until a successor is elected or appointed. The current chairman is not eligible to submit credentials for an additional term. The first election will be held 2020, then subsequently

elected every three years thereafter. The chairman shall take office July 1. Coming from committee, no seconded was needed. Motion passed.

**Article III, Section 4., letter n.** The Executive Committee shall be responsible for making appointments to fill the vacancy occurring to any elected position with the exception of President or President-elect. The appointment shall be for the remainder of the unexpired term. In the event of a vacancy occurring in the office of President, the First Vice President shall fill the unexpired term. Any open position will be announced and credentials will be accepted that are postmarked within thirty (30) days of the announcement. If no credentials are received within the 30-day timeframe, the Executive Committee will appoint a qualified candidate to fill the vacancy. Coming from committee, no second was needed. Motion passed.

**Article V- Financing, Section 1. Dues**

- a. Annual dues of the KEHA shall be five dollars per member payable by December 15 of each year to the KEHA Treasurer by the Treasurer of each County Association, based on membership as of December 1 and shall be delinquent on December 31. Any county whose dues are delinquent will not have the privilege of voting at the Annual Business Meeting of the KEHA. The amount of the dues will be reviewed a minimum of every 5 years starting in 2027. Coming from committee, no second was needed. Motion passed.

The Leadership Academy Ad Hoc Committee recommends that the 2023 Leadership Academy be held March 1 – 3, 2023 at Blue Licks Battlefield State Park. The Committee asked for funding to come from the silent auction basket raffle at the 2022 State Meeting, any leftover funds from the 2020 Leadership Academy, and carryover funds from 2021 to total \$10,000. Coming from committee, no second was needed. Motion passed.

Judy Jackson, Nominating Committee Chair, on behalf of the nominating committee reported that credentials were received for four positions prior to the 30-day deadline established in the KEHA bylaws. All credentials received were reviewed and found to be in order. The following nominees now stand for election to the positions noted.

- President – Brenda Hammons
- Secretary – Wanda Atha
- 4-H Youth Development Chair – Denise Boebinger
- Management and Safety Chair – Peggy Tracy

Judy Jackson, Nominating Committee Chair, moved to accept this report. Coming from committee, no second was needed. Motion carried.

A separate vote was taken for each of the positions. All were approved.

The 2022-2023 Proposed KEHA Budget in the Voting Delegate Packets was shared by Harlene Welch, Treasurer. There were no questions. On behalf of the Budget and Finance Committee,

she moved it be accepted as presented. Coming from committee, no second was needed. Motion carried.

The Proposed Budget for the 2023 KEHA State Meeting in the Voting Delegate Packets was shared by Harlene Welch, Treasurer. There were no questions. On behalf of the Budget and Finance Committee she moved it be accepted as presented. Coming from committee, no second was needed. Motion carried.

President Karen Hill gave the 2021 – 2022 President's Report as provided in the Voting Delegate Packets. She shared some statistics that she felt would make us proud to be a member of KEHA.

In other business, it was stated that there were 16 extra shirts if anyone wanted to purchase one or exchange for a different size.

There being no other business, President Karen Hill adjourned the meeting at 10:40 a.m. CDT.

Judy Jackson  
KEHA Secretary



<b>Projected Income</b>	<b>Budget</b>	<b>Actual</b>	<b>Difference</b>
Dues (11,000 members @ \$4.00)	\$ 44,000.00	\$ 43,264.28	\$ (735.72)
Merchandise	\$ 3,500.00	\$ 1,261.60	\$ (2,238.40)
Inerest	\$ 100.00	\$ 39.29	\$ (60.71)
Carry Forward From Fiscal Year Ending June 30, 2021	\$ 13,250.00	\$ 27,183.75	\$ 13,933.75
Reimbursement NVON Deposit	\$ -	\$ 2,000.00	\$ 2,000.00
NVON Income	\$ -	\$ 4,452.08	\$ 4,452.08
<b>TOTAL EXPECTED INCOME</b>	<b>\$ 60,850.00</b>	<b>\$ 78,201.00</b>	<b>\$ 17,351.00</b>
<b>Projected Expenses</b>			
Dues (CWC, ACWW, NVON, Non-Profit Network)	\$ 500.00	\$ 315.00	\$ (185.00)
Program of Work (8 Chairmen @ \$250 each)	\$ 2,000.00	\$ 1,105.60	\$ (894.40)
Memorial Fund	\$ 100.00	\$ -	\$ (100.00)
New Board Member Orientation (Transition Meeting)	\$ 1,500.00	\$ 585.40	\$ (914.60)
<b>Executive Committee Expenses</b>			
President	\$ 3,000.00	\$ 1,555.38	\$ (1,444.62)
President-Elect	\$ 500.00	\$ -	\$ (500.00)
1st Vice President	\$ 1,000.00	\$ 338.07	\$ (661.93)
2nd Vice President	\$ 250.00	\$ 176.50	\$ (73.50)
Secretary	\$ 200.00	\$ -	\$ (200.00)
Treasurer	\$ 750.00	\$ 971.79	\$ 221.79
Parlimentarian	\$ 100.00	\$ -	\$ (100.00)
Board Travel to Area Meetings	\$ 2,000.00	\$ 1,148.87	\$ (851.13)
<b>Board Expenses</b>			
Fall Board	\$ 6,500.00	\$ 6,854.08	\$ 354.08
Spring Board	\$ 7,500.00	\$ 6,800.13	\$ (699.87)
State Meeting	\$ 4,000.00	\$ 3,498.04	\$ (501.96)
NVON 2021	\$ 1,600.00	\$ 150.00	\$ (1,450.00)
State Meeting 2021	\$ -	\$ 1,132.99	\$ 1,132.99
Archives	\$ 50.00	\$ -	\$ (50.00)
<b>Insurance &amp; Taxes</b>			
General Liability	\$ 1,300.00	\$ 1,366.00	\$ 66.00
Treasurers Bond	\$ 1,200.00	\$ 1,068.00	\$ (132.00)
CPA	\$ 1,500.00	\$ 1,500.00	\$ -
Corporation Fee	\$ 50.00	\$ 40.00	\$ (10.00)
Sales Tax	\$ 150.00	\$ 103.38	\$ (46.62)
Legal Fees	\$ 250.00	\$ -	\$ (250.00)
<b>Public Relations</b>			
KEHA merchandise	\$ 2,500.00	\$ 2,087.41	\$ (412.59)
Membership Awards	\$ 600.00	\$ 600.00	\$ -
Club Materials (Inspiration, Recreation & Book List)	\$ 1,000.00	\$ 571.04	\$ (428.96)
Manual	\$ 500.00	\$ 556.51	\$ 56.51
Newsletter	\$ 6,800.00	\$ 6,246.09	\$ (553.91)
Area Meetings (14 @ \$500.00)	\$ 7,000.00	\$ 5,000.00	\$ (2,000.00)
Marketing Toolkit	\$ 750.00	\$ -	\$ (750.00)
<b>Outside Organizations</b>			
4-H Senior Conference Awards	\$ 1,000.00	\$ 1,000.00	\$ -
Master Farm Judging	\$ 300.00	\$ -	\$ (300.00)
Area Master Clothing Volunteer (14 @ \$150.00)	\$ 2,100.00	\$ 1,500.00	\$ (600.00)
KEA-FCS	\$ 300.00	\$ -	\$ (300.00)
KEHA Development Grants	\$ 2,000.00	\$ 2,000.00	\$ -
Other half deposit on 2022 St. Mtg.	\$ -	\$ 7,000.00	\$ (7,000.00)
<b>TOTAL BUDGETED EXPENSES</b>	<b>\$ 60,850.00</b>	<b>\$ 55,270.28</b>	<b>\$ (5,579.72)</b>
<b><u>General Fund Profit/Loss</u></b>	<b>\$ -</b>	<b>\$ 22,930.72</b>	
<b><u>State Meeting Profit/Loss</u></b>		<b>-\$6,612.72</b>	
<b><u>OVERALL PROFIT/LOSS</u></b>		<b>\$16,318.00</b>	
Taken from NVON Profit for Karen Hill to serve as ex-officio mer	\$ -	\$ 1,000.00	
Silent Auction	\$ 2,614.00		
Leadership Academy	\$ 10,000.00		

## BUDGET - 2022 STATE MEETING

<b>INCOME</b>	<b>Budget</b>	<b>Actual</b>	<b>Difference</b>
Registration Fees	\$ 20,250.00	\$ 20,310.00	\$ 60.00
Opening Meal 250 @ \$40	\$ 10,000.00	\$ 11,480.00	\$ 1,480.00
Master Farm Homemaker Lunch 25 @ \$30	\$ 750.00	\$ 1,260.00	\$ 510.00
Closing Lunch 225 @ \$30	\$ 6,750.00	\$ 7,020.00	\$ 270.00
Shirts @ \$20, \$15	\$ 1,500.00	\$ 3,315.00	\$ 1,815.00
Hands-On Expenses	\$ 500.00	\$ 1,336.00	\$ 836.00
Learning Session Fees	\$ 750.00	\$ 2,025.00	\$ 1,275.00
Trade Show (vendors)	\$ 1,275.00	\$ 2,060.00	\$ 785.00
Quilt Square Auction Income	\$ 2,000.00	\$ 2,035.00	\$ 35.00
<b>TOTAL INCOME</b>	<b>\$ 43,775.00</b>	<b>\$ 50,841.00</b>	<b>\$ 7,066.00</b>

<b>EXPENSES</b>	<b>Budget</b>	<b>Actual</b>	<b>Difference</b>
Opening Meal	\$ 9,500.00	\$ 10,386.64	\$ 886.64
Master Farm Homemaker Lunch	\$ 700.00	\$ 1,302.32	\$ 602.32
Closing Lunch	\$ 6,300.00	\$ 6,103.24	\$ (196.76)
Table Rental (Cultural Arts; Trade Show)	\$ 1,500.00	\$ 2,468.40	\$ 968.40
Audio/Visual Equipment	\$ 5,000.00	\$ 4,025.72	\$ (974.28)
Speakers	\$ 1,200.00	\$ 834.98	\$ (365.02)
Decorations	\$ 1,200.00	\$ 625.00	\$ (575.00)
Printing	\$ 500.00	-	\$ (500.00)
Tote Bags (\$5 per bag at 450 bags)	\$ 2,250.00	\$ 822.50	\$ (1,427.50)
Registration Packets	\$ 870.00	\$ 341.17	\$ (528.83)
Awards	\$ 600.00	\$ 780.00	\$ 180.00
Shirts	\$ 1,350.00	\$ 3,064.50	\$ 1,714.50
Guests	\$ 400.00	\$ 255.55	\$ (144.45)
Gifts	\$ 500.00	\$ 298.39	\$ (201.61)
Hands-On Expenses	\$ 500.00	\$ 1,336.00	\$ 836.00
Learning Session Fees	\$ 750.00	\$ 2,025.00	\$ 1,275.00
Cultural Arts Judges and Ribbons	\$ 500.00	-	\$ (500.00)
Master Bill Rooms	\$ 6,100.00	\$ 7,972.39	\$ 1,872.39
Meeting Room Rental	\$ 4,000.00	\$ 6,475.00	\$ 2,475.00
Postage (vendor solicitations and confirmations)	\$ 55.00	\$ 58.00	\$ 3.00
Vendor/Board Reception and drinks	\$ -	\$ 6,294.42	\$ 6,294.42
Refunds 2021 (7/11/21)	\$ -	\$ 107.00	\$ 107.00
Refunds on crafts and learning sessions	\$ -	\$ 1,262.00	\$ 1,262.00
Registrations refunded	\$ -	\$ 449.50	\$ 449.50
Return check fee	\$ -	\$ 166.00	\$ 166.00
<b>TOTAL EXPENSES</b>	<b>\$ 43,775.00</b>	<b>\$ 57,453.72</b>	<b>\$ 13,678.72</b>
	<b>\$ -</b>	<b>\$ (6,612.72)</b>	

FY 24 Budget -Proposed

<b>Projected Income</b>	<b>2023-2024 Budget (Proposed)</b>	<b>2022-2023 Budget</b>
Dues (11,000 members @ \$5.00)	\$ 55,000.00	\$ 44,000.00
Merchandise	\$ 2,500.00	\$ 2,500.00
Interest	\$ 60.00	\$ 60.00
Carry Forward From Fiscal Year Ending June 30, 2022	\$ 6,350.00	\$ 11,340.00
<b>TOTAL EXPECTED INCOME</b>	<b>\$ 63,910.00</b>	<b>\$ 57,900.00</b>
<b>Projected Expenses</b>		
Dues (CWC/ACWW 215, NVON 100, Non-Profit Network?)	\$ 500.00	\$ 500.00
Program of Work (8 Chairmen @ \$200 each)	\$ 1,600.00	\$ 1,600.00
Memorial Fund	\$ 50.00	\$ 50.00
New Board Member Orientation (Transition Meeting)	\$ 1,250.00	\$ 1,250.00
<b>Executive Committee Expenses</b>		
President	\$ 3,000.00	\$ 3,000.00
President Elect	\$ -	\$ -
1st Vice President	\$ 1,000.00	\$ 1,000.00
2nd Vice President	\$ 250.00	\$ 250.00
Secretary	\$ 150.00	\$ 150.00
Treasurer	\$ 750.00	\$ 750.00
Parliamentarian	\$ 60.00	\$ 50.00
Board Travel to Area Meetings	\$ 2,000.00	\$ 2,000.00
<b>Board Expenses</b>		
Fall Board	\$ 7,200.00	\$ 7,200.00
Spring Board	\$ 8,500.00	\$ 8,000.00
State Meeting	\$ 4,500.00	\$ 4,000.00
NVON	\$ 1,000.00	\$ 1,000.00
Archives	\$ 50.00	\$ 50.00
<b>Insurance &amp; Taxes</b>		
General Liability	\$ 1,600.00	\$ 1,400.00
Treasurers Bond	\$ 1,100.00	\$ 1,100.00
CPA	\$ 2,000.00	\$ 1,500.00
Corporation Fee	\$ 50.00	\$ 50.00
Sales Tax	\$ 150.00	\$ 150.00
Legal Fees	\$ 250.00	\$ 250.00
<b>Public Relations</b>		
KEHA merchandise	\$ 2,000.00	\$ 2,000.00
Membership Awards	\$ 600.00	\$ 600.00
Manual	\$ 500.00	\$ 500.00
Newsletter	\$ 8,500.00	\$ 6,300.00
Area Meetings (14 @ \$600.00)	\$ 8,400.00	\$ 7,000.00
Marketing Toolkit	\$ 500.00	\$ 500.00
<b>Outside Organizations</b>		
4-H Senior Conference Awards	\$ 1,000.00	\$ 1,000.00
Master Farm Judging	\$ 300.00	\$ 300.00
Area Master Clothing Volunteer	\$ 2,800.00	\$ 2,100.00
KEAFCS	\$ 300.00	\$ 300.00
KEHA Development Grants	\$ 2,000.00	\$ 2,000.00
<b>TOTAL BUDGETED EXPENSES</b>	<b>\$ 63,910.00</b>	<b>\$ 57,900.00</b>

**APPROVED BUDGET - 2024 KEHA STATE MEETING - PROPOSED**

<b>INCOME</b>		<b>2024 Proposed</b>	<b>2023</b>
	Registration Fees (\$140 full or \$120 partial; figuring 350)		\$ 21,250.00
	Opening Meal 250 @ \$40		\$ 8,400.00
	Closing Lunch 225 @ \$30	\$ 45,500.00	\$ 7,000.00
	Shirts @ \$18 (x80 shirts)	\$ 1,440.00	\$ 1,440.00
	Hands-On Expenses	\$ 500.00	\$ 500.00
	Learning Session Fees	\$ 1,000.00	\$ 750.00
	Trade Show (vendors)	\$ 900.00	\$ 1,600.00
	Quilt Square Auction Income	\$ 2,000.00	\$ 2,360.00
	Master Farm Homemaker Lunch 25 @ \$35	\$ 875.00	\$ 900.00
<b>TOTAL INCOME</b>		<b>\$ 52,215.00</b>	<b>\$ 44,200.00</b>
<b>EXPENSES</b>			<b>2023</b>
	Opening Meal	\$ 8,500.00	\$ 8,000.00
	Master Farm Homemaker Lunch	\$ 900.00	\$ 900.00
	Closing Lunch	\$ 7,100.00	\$ 6,800.00
	Table Rental (Cultural Arts; Trade Show)	\$ 1,740.00	\$ 1,500.00
	Audio/Visual Equipment	\$ 7,500.00	\$ 6,400.00
	Speakers	\$ 1,000.00	\$ 1,000.00
	Decorations	\$ 1,200.00	\$ 1,200.00
	Printing	\$ 250.00	\$ 250.00
	Tote Bags (\$5 per bag at 450 bags)	\$ 2,550.00	\$ 2,550.00
	Registration Packets	\$ 625.00	\$ 625.00
	Awards	\$ 500.00	\$ 500.00
	Shirts	\$ 1,200.00	\$ 1,200.00
	Guests	\$ 500.00	\$ 400.00
	Gifts	\$ 450.00	\$ 450.00
	Hands-On Expenses	\$ 500.00	\$ 500.00
	Learning Session Fees	\$ 1,000.00	\$ 750.00
	Cultural Arts Judges and Ribbons	\$ 400.00	\$ 400.00
	Master Bill Rooms	\$ 6,200.00	\$ 6,200.00
	Postage (vendor solicitations and confirmations)	\$ 100.00	\$ 75.00
	Meeting Room Rental	\$ 10,000.00	\$ 4,500.00
<b>TOTAL EXPENSES</b>		<b>\$ 52,215.00</b>	<b>\$ 44,200.00</b>



**Personal Sketch of Nominee: (Optional)**

Hobbies: Farming - Raising gardens - Home decorating -  
cooking - working with children - in schools  
with reading

**Other:** Community organizations in which nominee has served as an officer (list and give offices held), committees served on, awards received.

President of Mason County & Eastern Dist RTA - VP State Retired Teachers  
Past State President Ky Extension Councils - Pres Mason Co Ext. Council  
V. Pres - District Extension Board - Vice Pres. 4-H Council, Member  
of Comm. State Extension Leaders Forum - Representation Homemaker  
on selection comm. for New Director of Extension, Represented  
State FCS Homemakers on assessment writing. Selected Epsilon  
Sigma Phi Kappa State Friend of Extension Award - Selected  
National Winner Volunteer of Year from National same organization. Won  
National 4-H Alumni, Ky Lifetime Achievement Award Ky 4-H  
Hall of Fame. V Pres. various Ann S. Porter  
church group, Sunday school (To be signed by the Nominee)  
Teacher childrens class.

Additional comments on this Nominee from County President or Agent. (An ability to assume leadership in Extension Homemakers programs would be of great help, especially in the area you are submitting credentials.)

I, the agent, support and back Ann Porter,  
for this position.

Candidate for KEHA State Treasurer must also submit Appendix 10 - Bonding Form.

SIGNED: Abingee Gray  
County President or Agent



**Personal Sketch of Nominee: (Optional)**

Hobbies: Quilting, Sewing, Reading, Volunteering, spending time with my family,  
Homemakers, Master Clothing Volunteer, Volunteer Instructor for 4-H Sewing  
for 8 Years

**Other:** Community organizations in which nominee has served as an officer (list and give offices held), committees served on, awards received.

Church Giving Tree Coordinator for 5 years; Church Altar Society Secretary 8 years;  
County Extension Council Secretary, 4 years; 4-H Council Secretary, 4 years;  
Paducah Quilt Guild Treasurer, 6 years; McCracken Co. Quilting Bee Group  
President, 4 years; Girl Scouts as leader and on Board, 12 years, receiving multiple  
awards; Boy Scouts of America leader and District Committee, receiving multiple  
awards; Extension Homemakers, Homemaker of the Year; Community Volunteerism Award through  
Extension

Elaine Stevens

Additional comments on this Nominee from County President or Agent. (An ability to assume leadership in Extension Homemakers programs would be of great help, especially in the area you are submitting credentials.)

Elaine Stevens has served as our County President  
for 3 terms. When no one else will step up to start  
or finish a project, Elaine is always a willing person.  
I, as a relatively new homemaker and president for McCracken,  
Elaine is my "goto" when a question arises. Elaine  
Stevens will make a very good State leader.

Candidate for KEHA State Treasurer must also submit Appendix 10 – Bonding Form.

3/30/23

SIGNED: Diane Newsberry, President  
County President or Agent





**Other:** Community organizations in which the nominee has served as an officer (list and give offices held), committees served on, awards received:

I have served on our county District Board in the capacity of Treasurer for 6 years, chairman 6 years, secretary 8 years. I have also served as Chairman of the CEC and also secretary. I have served on a building committee to build a new building.

I served as treasurer of the Grant County Fair for 15 years.

I served as church secretary for 4 years, Sunday School Teacher for 8 years and mission leader 4 years. I assisted with the youth group for 6 years.

I have been named outstanding homemaker and FCS volunteer of the year 3 times.

I received the ESP Epsilon Sigma Phi National and State Award as Friends of Extension in 2021.

Volunteer of the year by the Grant County Chamber of Commerce.

I served on the Williamstown Independent Board of Education for 8 years. Williamstown Band prepared Secretary for 3 years.

Patsy Fields Kirman  
To be signed by the Nominee

Additional comments on this nominee from a Homemaker member or agent. (An ability to assume leadership in Homemakers programs would be of great help, especially in the area you are submitting credentials.)

Patsy would be an excellent Treasurer.  
She has served as both County and Area  
treasurer. She was in banking for 24 years  
in the public sector. She has also held many other  
positions in both the county, area, state. She also  
has her own private bookkeeping company.

SIGNED: Judy Jackson  
County President  
Area Vice President

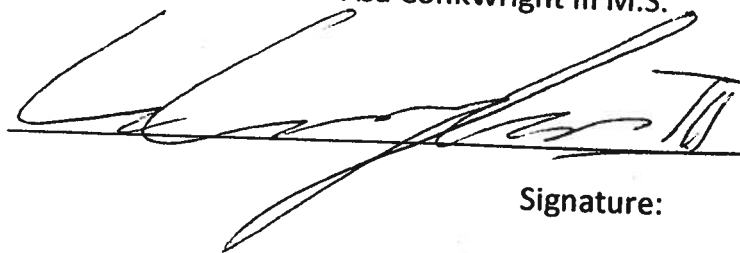
Please do not include any information except this form and do not include additional pages. All information should be included on this form.

(over)

I am writing this recommendation for the candidacy of Patsy Kinman for State Treasurer. When it comes to volunteerism and community service, no one has been more dedicated than Patsy Kinman. Her dedication to volunteerism lead to her obtaining "Epsilon Sigma Phi National Friend of Extension Volunteer Award." She has been a homemaker since 1984 and often talks about how the association has changed her life. She has served homemakers in various positions from the county to the area level. She has served Grant County President twice, County Treasurer three times, and currently as the Leadership Development chair. Patsy has also served as Northern Kentucky Area President and is the current Area Treasurer. Her treasurer experience does not stop there. Patsy has also served on the Grant County District Board multiple times as a chairperson and treasurer and served as treasurer for the Grant County Fair for 15 years. When it comes to experience, Patsy has it in bulk. Patsy prides herself on honesty and integrity, two qualities that I believe will best serve her in this role. It would be exceedingly difficult to find a more qualified candidate.

Family and Consumer Science Extension Agent

Asa Conkwright III M.S.

A handwritten signature in black ink, appearing to read 'Asa Conkwright III', written over a horizontal line. The signature is fluid and cursive.

Signature:

**BONDING FORM**

NAME Patsy Kinman

ADDRESS 310 Falmouth St  
Williamstown, Ky 41097

PHONE 859-760-6641

BONDING COMPANY State Farm Insurance

ADDRESS 1406 North Main St  
Williamstown, Ky 41097

PHONE 859-824-5054

This is to certify that Patsy Kinman can be bonded for \$300,000.00.

  
Bonding Company Agent Signature

1/26/2023  
Date

**Note:** This form must be attached to the State Officer Nomination Form submitted by candidates for Treasurer.

## STATE CHAIRMAN NOMINATION FORM

Please do not include information not requested on this form. All information should be typed or legibly printed. Additional pages should not be attached or submitted. (Qualifications listed in Bylaws Article III Section 4. Position descriptions for each state chairman position are available at [www.keha.org](http://www.keha.org) in the State Board section.)

Send to: Wanda Atha, KEHA Secretary, 475 Highway 151, Frankfort, KY 40601

**Forms should be sent by certified mail and must be postmarked no later than thirty (30) days prior to the start of the KEHA Annual Meeting.**

NAME OF NOMINEE      Tammy Alford

ADDRESS OF NOMINEE      165 Oak Ridge Road

Morgantown, KY 42261

COUNTY      Butler

Phone 270-999-3222      Email tamalford@att.net

Educational Chairmen: (Check One)

- |                                       |                                |
|---------------------------------------|--------------------------------|
| Environment, Housing, Energy _____    | Cultural Arts & Heritage _____ |
| Family & Individual Development _____ | Food, Nutrition & Health _____ |
| 4-H Youth Development _____           | International _____            |
| Leadership Development <u>  X  </u>   | Management & Safety _____      |

Marketing and Publicity Chairman \_\_\_\_\_

### Offices Held in KEHA and Number of Years in Each Office:

Offices Held:	Local Club	County	Area	State
<b>President</b>	1 year	2 years		
<b>Vice President</b>		2 years		
<b>Secretary</b>	1 year			
<b>Treasurer</b>			5 Months	
<b>Educational Chairman</b> <i>Please List:</i>				
<b>Committee Chairman</b> <i>Please List:</i>				

**Personal Sketch of Nominee: (Optional)**

Hobbies: I enjoy quilting, paper crafting of all sorts, and most crafts in general. I also enjoy reading and working puzzles. I volunteer in my church and community. However, my main joy is spending time with friends and family.

**Other:** Community organizations in which the nominee has served as an officer (list and give offices held), committees served on, awards received:

Butler County Extension District Board (6 years) Served as Secretary; County Extension Council Vice - President; Family and Consumer Science Advisory Committee; Mammoth Cave Area Audit Committee; Butler County Extension Council Budget Committee; Extension District Board Nominating Committee; Butler County Toys for Tots (16 years); SkillsUSA Regional Competition Validation Committee; Vacation Bible School Director (10 years); General Baptist Women's Mission Board (3 years). Associated Country Women of the World-Kentucky Secretary/Treasurer (1 year).

Tammy O'Leary

To be signed by the Nominee

Additional comments on this Nominee from County President or Agent. (An ability to assume leadership in Extension Homemakers programs would be of great help, especially in the area you are submitting credentials.)

Tammy has been an active leader in extension programs and across our community. She is always quick to pitch in and help where she sees a need. Our FCS Agent retired in November of 2022. Tammy has kept our homemaker program growing. We are working to start a new club under her leadership.

SIGNED:

Gray O'Leary II  
County President or Agent

Butler County  
Ag / FCS

Please do not include any information except this form and do not include additional pages. All information should be included on this form.

## STATE CHAIRMAN NOMINATION FORM

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Send to: Wanda Atha, KEHA Secretary, 475 Highway 151, Frankfort, KY 40601

**Forms should be sent by certified mail and must be postmarked no later than thirty (30) days prior to the start of the KEHA Annual Meeting.**

NAME OF NOMINEE Nancy Anne Smouse

ADDRESS OF NOMINEE 117 Meadowlark Rd.  
Bessell, Ky. 41169

COUNTY Greenup

Phone 606-388-2449 (H)  
740-968-0111 (C) Email W5SMOUSE@M5N.CO9

Educational Chairmen: (Check One)

- |  |                                |
|--|--------------------------------|
| Environment, Housing, Energy _____                         | Cultural Arts & Heritage _____ |
| Family & Individual Development _____                      | Food, Nutrition & Health _____ |
| 4-H Youth Development _____                                | International _____            |
| Leadership Development <input checked="" type="checkbox"/> | Management & Safety _____      |

Marketing and Publicity Chairman \_\_\_\_\_

### Offices Held in KEHA and Number of Years in Each Office:

Offices Held:	Local Club	County	Area	State
President	8 yrs.	8 yrs.	3 yrs.	
Vice President	2 yrs.	2 yrs.	2 yrs.	1st Vice 3 yrs
Secretary	2 yrs.			
Treasurer				
Educational Chairman Please List:	Food, Nut & Health International - 4 yrs 4-H - 8 yrs. Publicity - 6 yrs Leadership - 6 yrs.	4 yrs. F-N-H 2 yrs International 2 yrs 4-H - 8 yrs. Publicity - 4 yrs Leadership 4 yrs.	4-H - 2 yrs Publicity - 2 yrs Leadership 4 yrs	4-H - 6 yrs
Committee Chairman Please List:	F-N-H - 4 yrs Publicity 6 Nominating 4 Audit - 4	Audit - 4 Leadership 3	Enrichment Camp Director 6 yrs Leadership 6 yrs	Mini Grant

*Just completed Leadership Academy  
March 2023*

**Personal Sketch of Nominee: (Optional)**

Hobbies: reading, crafts, piano & volunteering on  
local level

**Other:** Community organizations in which the nominee has served as an officer (list and give offices held), committees served on, awards received:

P.T.A. - President; Band Boosters - President; Order of Eastern  
Star - filled all offices; Radio Ministry - WACheck - Woman  
of year Award; Service Committee; Ladies  
Fellowship - WACC - President - 4 terms; Area Festival of  
Teas - Chairman;

Nancy A. Inouse  
To be signed by the Nominee

Additional comments on this Nominee from County President or Agent. (An ability to assume leadership in Extension Homemakers programs would be of great help, especially in the area you are submitting credentials.)

Nancy shows tremendous leadership in her club, our  
county, area, and statewide homemaker roles. She  
is always advocating for new members to join and  
for current members to step into leadership roles. Nancy  
provides endless knowledge to this organization and is as dedicated  
in everyway.

SIGNED: Lora B Pullin  
County President or Agent

Please do not include any information except this form and do not include additional pages. All information should be included on this form.



## STATE CHAIRMAN NOMINATION FORM

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Send to: Wanda Atha, KEHA Secretary, 475 Highway 151, Frankfort, KY 40601

**Forms should be sent by certified mail and must be postmarked no later than thirty (30) days prior to the start of the KEHA Annual Meeting.**

NAME OF NOMINEE      Rhonella Chaffin

ADDRESS OF NOMINEE      PO Box 1057, Louisa, KY, 41230

COUNTY      Johnson, Lawrence, Martin & Boyd - have paid homemaker dues for all for 2023

Phone 606-483-6077      Email rhonella@att.net

Educational Chairmen: (Check One)

- |  |                                |
|--|--------------------------------|
| Environment, Housing, Energy <input checked="" type="checkbox"/> | Cultural Arts & Heritage _____ |
| Family & Individual Development _____                            | Food, Nutrition & Health _____ |
| 4-H Youth Development _____                                      | International _____            |
| Leadership Development _____                                     | Management & Safety _____      |

Marketing and Publicity Chairman \_\_\_\_\_

### Offices Held in KEHA and Number of Years in Each Office:

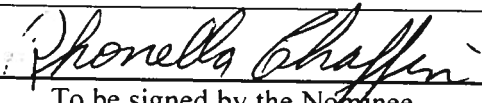
Offices Held:	Local Club	County	Area	State
<b>President</b>				
<b>Vice President</b>				
<b>Secretary</b>				
<b>Treasurer</b>				
<b>Educational Chairman</b> <i>Please List:</i>				
<b>Committee Chairman</b> <i>Please List:</i> Environment, Housing & Energy		3+ Years Johnson County		

**Personal Sketch of Nominee: (Optional)**

Hobbies: Travel, volunteer with Homemakers/ Master Gardeners and 4-H,  
growing herbs & flowers, designing weddings, cooking, gardening,  
foraging

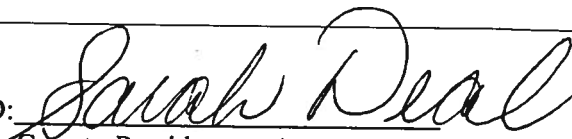
**Other:** Community organizations in which the nominee has served as an officer (list and give offices held), committees served on, awards received:

- Lawrence County Master Gardener - secretary, treasurer, vice president, president
- Lawrence County ANR Volunteer of the Year
- Boyd County Master Gardener of the Year
- Kentucky Women in Agriculture District 13 Representative, state treasurer
- The P.L.A.N.E.T. - volunteer, foraging, and tree ID
- Johnson County - Environmental leadership award, environmental chair
- 4-H Master Accreditation in forest and horticulture

  
To be signed by the Nominee

Additional comments on this Nominee from County President or Agent. (An ability to assume leadership in Extension Homemakers programs would be of great help, especially in the area you are submitting credentials.)

Rhonella is an excellent volunteer with Extension. In my short time knowing her, she exemplifies a  
selfless homemaker and she is service minded. Her knowledge in relation to Extension programming  
and Homemaker activism is a cut above the rest. She is a natural leader and jumps right into to assist  
anyone that needs help. I have no doubt that Rhonella will go above and beyond in this role.

SIGNED:  Lawrence Co  
County President or Agent *FCS Agent*

Please do not include any information except this form and do not include additional pages. All information should be included on this form.

**Cooperative Extension Service**

*Johnson County Extension*  
826 FM Stafford Ave.  
Paintsville, Ky  
41240  
(606) 789-8108  
Fax: (606) 789-8113  
<http://extension.ca.uky.edu>

January 31, 2023

To whom it may concern,

Rhonella Chafin has served as a volunteer for Johnson County for the past few years specializing in environmental topics. With a background suitable for environmental topics, she has lead groups in learning more about foraging, tree identification, preparing foods from nature and more. She has made PawPaw pancakes, poke burgers, and demonstrated how to prepare several delicacies that wildlife has provided.

Rhonella serves as one of our environmental chairs and works at the PLANET project which , stands for "Paintsville Lake Activities Nature Edible Trail". You can see her leading groups at PLANET on our Johnson County FCS Facebook page and even view clips of her giving talks about specific plants that can be found there.

Rhonella has a passion for environmental topics as well as for service with Extension Homemakers. I believe she would be a good choice for state leadership particularly as I understand SNAP is about to launch a series on foraging like the Cook Wild series.

Good Luck with your decision, it sounds like you have good choices in front of you. Feel free to contact me with any questions you may have at 606-789-8108.

Sincerely,



Brenda Cockerham, M.S.  
Family and Consumer Sciences Agent  
Johnson County Extension Office





University of Kentucky  
College of Agriculture,  
Food and Environment  
Cooperative Extension Service

**Cooperative Extension Service**

Scott County  
Attn: Alivia Faris  
1130 Cincinnati Road  
Georgetown, KY 40324  
(502) 863-0984  
Fax: (502) 863-2392  
<http://extension.ca.uky.edu>

January 30, 2023

To Whom It May Concern:

I am writing to recommendation for Ms. Rhonella Chaffin for State Environment, Housing, and Energy Chair. Ms. Chaffin has been a dedicated Homemaker member and volunteer for the University of Kentucky Cooperative Extension Service for many years. She has a passion for the origination and is always a reliable partner for educational programs.

She will try her best and do what it takes to get the job done. She is an advocate for the Homemaker organization and I know that she will work to insure that her duties will be completed in a proper and timely manner.

If you have any follow up questions, please do not hesitate to contact me.

Thank you,

Alivia Faris, M.S.  
Scott County Agent for  
Family and Consumer Sciences

**Cooperative Extension Service**  
Agriculture and Natural Resources  
Family and Consumer Sciences  
4-H Youth Development  
Community and Economic Development

Educational programs of Kentucky Cooperative Extension serve all people regardless of economic or social status and will not discriminate on the basis of race, color, ethnic origin, national origin, creed, religion, political belief, sex, sexual orientation, gender identity, gender expression, pregnancy, marital status, genetic information, age, veteran status, or physical or mental disability. University of Kentucky, Kentucky State University, U.S. Department of Agriculture, and Kentucky Counties, Cooperating.

LEXINGTON, KY 40546



Disabilities  
accommodated  
with prior notification.

## STATE CHAIRMAN NOMINATION FORM

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Send to: Wanda Atha, KEHA Secretary, 475 Highway 151, Frankfort, KY 40601

**Forms should be sent by certified mail and must be postmarked no later than thirty (30) days prior to the start of the KEHA Annual Meeting.**

NAME OF NOMINEE Esther J. Bailey  
 ADDRESS OF NOMINEE 304 Somerset Street  
Stanford, KY 40484  
 COUNTY Lincoln  
 Phone 859-749-1314 Email hadasah5@hotmail.com

Educational Chairmen: (Check One)

- |                                       |  |
|---------------------------------------|--|
| Environment, Housing, Energy _____    | Cultural Arts & Heritage _____                               |
| Family & Individual Development _____ | Food, Nutrition & Health <input checked="" type="checkbox"/> |
| 4-H Youth Development _____           | International _____  |
| Leadership Development _____          | Management & Safety _____                                    |

Marketing and Publicity Chairman \_\_\_\_\_

### Offices Held in KEHA and Number of Years in Each Office:

Offices Held:	Local Club	County	Area	State
President	6	3		
Vice President	6			
Secretary	12	12		
Treasurer	1			
Educational Chairman <i>Please List:</i>	Cultural Arts and Heritage 15 yrs.	Food, Nutrition and Health 1 yr. Chair for Ovarian Cancer Tea 8 yrs.		
Committee Chairman <i>Please List:</i>	Chair of Soup/Chili benefit to raise money for scholarship for high school senior On committee to select scholarship 2 yrs. Taught lesson on Charenteria board.	Chaired membership drive Helped organize tasting parties for the community On committee for Quarter Auction to raise funds	Gift Basket for State Meeting Taught "Ethnic Foods" in Covington, KY On decoration comm. for County and Area meetings.	Helped set up Cultural Arts room, 3 yrs. Assisted Food Chairman with her Foods class.

**Personal Sketch of Nominee: (Optional)**

Hobbies:

*I enjoy cooking and trying new foods. I am presently taking two Foods classes at EKV. I love to read all genre of books. I have played organ and piano at my church for 40 years. I taught high school Special education for 29 1/2 years. Have been Homemaker for 18 years.*

Other: Community organizations in which the nominee has served as an officer (list and give offices held), committees served on, awards received:

*In my years as a Homemaker, I have served on many committees. I have served on the CEC (County Extension Council) for 8 years. I have served on the FCS advisory board. I was trained as a Champion Food Volunteer and have been for 13 years. During this time I have assisted with Lunch & Learn classes and taught food tips each time. Assisted WIC program in teaching foods classes in the elementary schools. I have also served in my church on the following: Sunday school teacher 20 yrs; Kitchen Committee 6 yrs. Historical Committee 46 yrs., music committee 40 yrs.*

*Esther J. Bailey*

To be signed by the Nominee

Additional comments on this Nominee from County President or Agent. (An ability to assume leadership in Extension Homemakers programs would be of great help, especially in the area you are submitting credentials.)

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SIGNED: \_\_\_\_\_  
County President or Agent

Please do not include any information except this form and do not include additional pages. All information should be included on this form.

**Personal Sketch of Nominee: (Optional)**

Hobbies:

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**Other:** Community organizations in which the nominee has served as an officer (list and give offices held), committees served on, awards received:

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\_\_\_\_\_  
To be signed by the Nominee

Additional comments on this Nominee from County President or Agent. (An ability to assume leadership in Extension Homemakers programs would be of great help, especially in the area you are submitting credentials.)

Esther Bailey would be excellent in the position of the KEHA Food, Nutrition and Health. Esther has been a Champion Food Volunteer since 2015 in Lincoln County. She has helped teach our Lunch-N-Learn programs, Canning workshops, school health fairs, and more. She is currently auditing two foods & nutrition classes. Esther is very knowledgeable and has served in many leadership positions. I highly recommend Esther Bailey as your KEHA Food, Nutrition and Health Champion.

SIGNED: Rita Stewart  
County President or Agent AED

Please do not include any information except this form and do not include additional pages. All information should be included on this form.

## STATE CHAIRMAN NOMINATION FORM

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Send to: Wanda Atha, KEHA Secretary, 475 Highway 151, Frankfort, KY 40601

**Forms should be sent by certified mail and must be postmarked no later than thirty (30) days prior to the start of the KEHA Annual Meeting.**

NAME OF NOMINEE SHARON Fields  
 ADDRESS OF NOMINEE 216 CEDARWOOD DRIVE  
GREENUP KY 41144  
 COUNTY GREENUP  
 Phone 606-922-6229 Email SCRAWFORD@KIH.NET

Educational Chairmen: (Check One)

Environment, Housing, Energy \_\_\_\_\_ Cultural Arts & Heritage \_\_\_\_\_  
 Family & Individual Development \_\_\_\_\_ Food, Nutrition & Health \_\_\_\_\_  
 4-H Youth Development \_\_\_\_\_ International \_\_\_\_\_  
 Leadership Development \_\_\_\_\_ Management & Safety \_\_\_\_\_

Marketing and Publicity Chairman

### Offices Held in KEHA and Number of Years in Each Office:

Offices Held:	Local Club	County	Area	State
President	4			
Vice President		PRESIDENT ELECT 1		
Secretary	2			
Treasurer				
Educational Chairman <i>Please List:</i>	FNA CHAIR 6 Leadership 6 Educational 6 Clothing & Textiles 2 Public Info 2	Leadership 2 Educational 2 Public Info 2	FNA 1  Educational 2	FNA CHAIR 2 YEARS
Committee Chairman <i>Please List:</i>		3 YEARS Virtual Facebook CLUB		



**Personal Sketch of Nominee: (Optional)**

Hobbies: Gardening, Sewing, Woodworking, CRAFTING,  
Reading, Genealogy,

**Other:** Community organizations in which the nominee has served as an officer (list and give offices held), committees served on, awards received:

County Hibernian Book Club coordinator  
Greensp County Genealogy Society - Treasurer & Website mgr  
Historic McConnell House volunteer for events & flower garden

Sharon Gulab  
To be signed by the Nominee

Additional comments on this Nominee from County President or Agent. (An ability to assume leadership in Extension Homemakers programs would be of great help, especially in the area you are submitting credentials.)

Sharon provides exceptional marketing skills to her club and our county, area, & State for KEHA. Her extensive background and knowledge in marketing have allowed our county to expand and recruit numerous new members.

SIGNED: Lora B Pullin  
County President or Agent

Please do not include any information except this form and do not include additional pages. All information should be included on this form.



## **POSITION DESCRIPTION**

### ***KEHA 1<sup>st</sup> Vice President***

#### **QUALIFICATIONS:**

Any nominee for the KEHA 1st vice president must be a member of KEHA and must have served as a county Extension homemaker association president and on the KEHA Board of Directors. Must know basic parliamentary procedures and have a basic understanding of KEHA state bylaws. Must have written, verbal and organizational skills.

#### **TERM OF OFFICE:**

The KEHA 1st Vice President shall serve for a term of three years, or until a successor is elected or appointed. No elected officer shall succeed himself/herself in the same office. The term of office will begin July 1 of the year of election.

#### **GENERAL PURPOSE:**

- Serves as an aide to the president
- Serve as chair of Program of Work
- Plans and coordinates educational sessions and workshops for the KEHA Annual Meeting

#### **SPECIFIC RESPONSIBILITIES:**

- Attend all KEHA business meetings, which include Board of Directors, Executive Committee, KEHA Annual Meeting and any special called meetings
- Serve as an aide to the KEHA president
- Perform all duties of the KEHA president in their absence or inability to serve and to assume the office of KEHA president in the event of a vacancy in that office
- Assume office of the President-elect in the event of a vacancy in that position
- Serve as chair of the Program of Work; which includes leading and coordinating educational program chairmen and Kentucky Cooperative Extension Service Advisors to develop programs, awards and recognition
- Prepare annual reports of KEHA educational programs with the assistance of the educational program chairmen
- Prepare annual reports of KEHA education programs with the assistance of the educational program chairmen
- Plan and coordinate educational sessions and workshops for the KEHA annual meeting in cooperation with the educational program chairmen
- Promote a closer working relationship between the KEHA Board of Directors and KEHA membership

**MENTOR:** KEHA President and University of Kentucky KEHA Advisor

**NOTE:** A state officer, state elected chairman or area president of KEHA may not resign from a presently held position in order to run for another KEHA state board position. An individual who was appointed to fill a vacancy shall be eligible to run for an elected position.



## **POSITION DESCRIPTION**

### ***KEHA State Treasurer***

#### **QUALIFICATIONS:**

Any nominee for the KEHA state treasurer must be a member of KEHA and must have served or be serving as a county or area treasurer of the Extension homemaker association. Must have written, verbal and organizational skills. Must be eligible for bonding, knowledgeable in bookkeeping and familiar with long and short term investments.

#### **TERM OF OFFICE:**

An elected state treasurer shall serve for a term of three years, or until a successor is elected or appointed. No elected officer shall succeed himself/herself in the same office. The term of office will begin July 1 of the year of election.

#### **GENERAL PURPOSE:**

- Serve as an aide to the president
- Record, preserve and maintain an accurate record of all state KEHA funds received and paid out

#### **SPECIFIC RESPONSIBILITIES:**

- Attend all KEHA business meetings, which include KEHA Board of Directors, KEHA Annual Meeting and any special called meetings
- Maintain an accurate record of all KEHA funds and have records reviewed annually by a Certified Public Accountant
- Submit any and all forms required by the Internal Revenue Service for non-profit corporations and as required by the State of Kentucky on or before the required date
- Maintain records as established unless changes are recommended by the retained Certified Public Accountant, including separate records of General Fund, Evans/Hansen/Weldon Memorial Scholarship Fund, Coins for Change and All Special Funds
- Receive dues from the counties and report paid memberships to the 2<sup>nd</sup> Vice-President
- Pay monies as directed by the Board of Directors
- Provide complete treasurer's report at business meetings of the Board of Directors and the KEHA annual meeting
- Serve as a member of the financial committee
- Promote a closer working relationship between the KEHA Board of Directors and KEHA membership

**MENTOR:** KEHA President and University of Kentucky KEHA Advisor

**NOTE:** A state officer, state elected chairman or area president of KEHA may not resign from a presently held position in order to run for another KEHA state board position. An individual who was appointed to fill a vacancy shall be eligible to run for an elected position.



## **POSITION DESCRIPTION**

### ***KEHA Leadership Development Chairman***

#### **QUALIFICATIONS:**

Any nominee for the KEHA state leadership development chairman must be a member of KEHA and must have served or be serving as an officer or educational program chairman of the county or area Extension homemaker association.

#### **TERM OF OFFICE:**

An elected state educational chairman shall serve for a term of three years, or until a successor is elected or appointed. No elected chairman shall succeed himself/herself in the same office. The term of office will begin July 1 of the year of election.

#### **GENERAL PURPOSE:**

Facilitate leadership development projects for the Kentucky Extension Homemakers Association.

#### **SPECIFIC RESPONSIBILITIES:**

- Attend all KEHA business meetings, which include KEHA Board of Directors, KEHA Annual Meeting and any special called meetings
- Work with the 1st Vice President and respective educational program committee to develop and implement the KEHA leadership development program of work
- Work with the 1st Vice President to compile annual leadership development reports to KEHA
- Work with personnel from the Kentucky Cooperative Extension Service to develop and deliver educational programs related to leadership development issues
- Implement special projects that the KEHA Board of Directors recommends to meet identified needs
- Develop and implement, with approval from the KEHA Board of Directors, contests and awards related to the leadership development program of work
- Provide an oral report at each fall KEHA Board of Directors meeting and a written report at each spring KEHA Board of Directors meeting
- Maintain close communication with the area leadership development chairmen in each of KEHA's 14 areas
- Promote and serve as chairman of the KEHA scholarship committee
- Monitor and promote the Volunteer Service Unit program
- Promote a closer working relationship between the KEHA Board of Directors and KEHA membership

**MENTOR:** KEHA President and University of Kentucky KEHA Advisor

**NOTE:** A state officer, state elected chairman or area president of KEHA may not resign from a presently held position in order to run for another KEHA state board position. An individual who was appointed to fill a vacancy shall be eligible to run for an elected position.



## **POSITION DESCRIPTION**

### ***KEHA Environment, Housing and Energy Chairman***

#### **QUALIFICATIONS:**

Any nominee for the KEHA state environment, housing and energy chairman must be a member of KEHA and must have served or be serving as an officer or educational program chairman of the county or area Extension homemaker association.

#### **TERM OF OFFICE:**

An elected state educational chairman shall serve for a term of three years, or until a successor is elected or appointed. No elected chairman shall succeed himself/herself in the same office. The term of office will begin July 1 of the year of election.

#### **GENERAL PURPOSE:**

Facilitate environment, housing and energy projects for the Kentucky Extension Homemakers Association.

#### **SPECIFIC RESPONSIBILITIES:**

- Attend all KEHA business meetings, which include KEHA Board of Directors, KEHA Annual Meeting and any special called meetings
- Work with the 1st Vice President and respective educational program committee to develop and implement the KEHA environment, housing and energy program of work
- Work with the 1st Vice President to compile annual environment, housing and energy reports to KEHA
- Work with personnel from the Kentucky Cooperative Extension Service to develop and deliver educational programs related to environment, housing and energy issues
- Implement special projects that the KEHA Board of Directors recommends to meet identified needs
- Develop and implement, with approval from the KEHA Board of Directors, contests and awards related to the environment, housing and energy program of work
- Provide an oral report at each fall KEHA Board of Directors meeting and a written report at each spring KEHA Board of Directors meeting
- Maintain close communication with the area environment, housing and energy chairmen in each of KEHA's 14 areas
- Promote activities and programs that protect health as well as the environment
- Promote a closer working relationship between the KEHA Board of Directors and KEHA membership

**MENTOR:** KEHA President and University of Kentucky KEHA Advisor

**NOTE:** A state officer, state elected chairman or area president of KEHA may not resign from a presently held position in order to run for another KEHA state board position. An individual who was appointed to fill a vacancy shall be eligible to run for an elected position.



## **POSITION DESCRIPTION**

### ***KEHA Food, Nutrition and Health Chairman***

#### **QUALIFICATIONS:**

Any nominee for the KEHA state food, nutrition and health chairman must be a member of KEHA and must have served or be serving as an officer or educational program chairman of the county or area Extension homemaker association.

#### **TERM OF OFFICE:**

An elected state educational chairman shall serve for a term of three years, or until a successor is elected or appointed. No elected chairman shall succeed himself/herself in the same office. The term of office will begin July 1 of the year of election.

#### **GENERAL PURPOSE:**

Facilitate food, nutrition and health projects for the Kentucky Extension Homemakers Association.

#### **SPECIFIC RESPONSIBILITIES:**

- Attend all KEHA business meetings, which include KEHA Board of Directors, KEHA Annual Meeting and any special called meetings
- Work with the 1st Vice President and respective educational program committee to develop and implement the KEHA food, nutrition and health program of work
- Work with the 1st Vice President to compile annual food, nutrition and health reports to KEHA
- Work with personnel from the Kentucky Cooperative Extension Service to develop and deliver educational programs related to food, nutrition and health issues
- Implement special projects that the KEHA Board of Directors recommends to meet identified needs
- Develop and implement, with approval from the KEHA Board of Directors, contests and awards related to the food, nutrition and health program of work
- Provide an oral report at each fall KEHA Board of Directors meeting and a written report at each spring KEHA Board of Directors meeting
- Maintain close communication with the area food, nutrition and health chairmen in each of KEHA's 14 areas
- Promote healthy living for all through education and prevention measures
- Promote a closer working relationship between the KEHA Board of Directors and KEHA membership

**MENTOR:** KEHA President and University of Kentucky KEHA Advisor

**NOTE:** A state officer, state elected chairman or area president of KEHA may not resign from a presently held position in order to run for another KEHA state board position. An individual who was appointed to fill a vacancy shall be eligible to run for an elected position.



## POSITION DESCRIPTION

### *KEHA Marketing and Publicity Chair*

#### **QUALIFICATIONS:**

Any nominee for the KEHA State Marketing and Publicity Chair must be a member of KEHA. Excellent communication and organizational skills are required. Nominees must be innovative and comfortable with the use of technology.

#### **TERM OF OFFICE:**

An elected State Marketing and Publicity Chair shall serve for a term of three years, or until a successor is elected or appointed. No elected officer shall succeed himself/herself in the same office. The term of office will begin July 1 of the year of election.

#### **GENERAL PURPOSE:**

- Serves as point of contact for all marketing and publicity efforts for KEHA.
- Serves as coordinator of KEHA social media accounts.

#### **SPECIFIC RESPONSIBILITIES:**

- Attend all KEHA business meetings, which include the Board of Directors, Executive Committee, KEHA Annual Meeting and any special called meetings.
- Oversee marketing; providing internal and external publicity promoting KEHA.
- Promote county and area use of the marketing and publicity materials developed for KEHA.
- Align state KEHA marketing initiatives with UK FCS marketing initiatives.
- Create and maintain marketing guidelines to ensure consistent use of the KEHA logo and brand.
- Develop KEHA Week materials and provide information regarding activities for statewide implementation.
- Provide training to KEHA Board of Directors and KEHA membership on utilizing marketing materials.
- Work cooperatively with the 2<sup>nd</sup> vice president in selecting and purchase marketing items within budget guidelines.
- Collaborate with other organizations to market and promote KEHA.
- Prepare annual communication reports for KEHA.
- Promote a closer working relationship between the KEHA Board of Directors and KEHA membership.

**MENTOR:** KEHA President, KEHA 2<sup>nd</sup> Vice President and University of Kentucky Advisor for Marketing and Publicity.

**NOTE:** A state officer, state elected chairman or area president of KEHA may not resign from a presently held position in order to run for another KEHA state board position. An individual who was appointed to fill a vacancy shall be eligible to run for an elected position.

## PRESIDENTS REPORT 2022-2023

Brenda R. Hammons

This year, I have had the privilege of visiting over half of our great state. I have traveled from Paducah and Henderson in the western part of the state to Bowling Green, in the south to Letcher County in the east and Maysville in the north and all over central Kentucky. I have met positive, active members working to promote communication, and leadership, to provide interesting programs and volunteer to better their communities. We are so very proud of our 11,229 members. This is nearly a 500-member increase over last year.

I also attended the KEAFCS state meeting in Bowling Green. It was great to meet the many active supportive agents across the state. Leslie Workman, KEAFCS President 2022, reported training is taking place for the 30 new agents just hired this year. Just as KEHA is ever growing and changing as an organization, so is UK Extension. We continue to be supported by the wonderful staff at the University of Kentucky. Natalie Taul, the 2023 KEAFCS President attended our Spring Board meeting in Louisville, brought greetings and updated us on staff and new developments in her organization. We value the Extension agents in every county in Kentucky. They teach, lead, support and provide information to better our members and communities. We are privileged to have UK advisors to work with our nine Educational Chairpersons in developing meaningful programs and contests that our members can participate in.

Our nine State Educational Chairpersons and the fourteen Area Presidents represent our state membership on the State Board. They are responsible for disseminating information from our state Board of Officers and our State Advisor Mrs. Kelly May to the Area officers. Then that information is passed down to the County officers, and then to club officers and then, on to members. I have been asked by other states how we have such a strong membership. I believe it is through our officer training and leadership, which is offered at every level of our organization, as well as the many interesting classes and programs that are offered and taught to our membership, which the members themselves help choose each year. These different programs inspire our members to volunteer their time to their communities. This past year our members donated their time in volunteer hours in approximately 46,350 hours in Extension work, 60,790 to KEHA programs and activities, 165,653 hours to their communities 236,148 hours in personal volunteerism and 8,191 hours to 4-H programs and activities. All together this adds up to a whopping 517,132 volunteer hours given to our communities. You are making a great and positive impact on your communities.

Our scholarship programs are impressive. There were 23 Club Scholarships reported for a total of \$3,195., 89 County Scholarships totaling \$43,965 and 1 Area scholarship in the amount of \$2,450. Some community projects were helping teachers in schools; food contests within that community; donations to food baskets food pantries, school supplies, gifts for needy children, Christmas stockings, tornado relief, quilts to needy and Camp for Courageous, happy packs and snacks to local sheriff and police stations, products to nursing homes and hospitals, plant and seed give aways, information on bee pollination and plants and many more. It's impossible to name all the wonderful projects and programs we have ongoing in our communities that help us to become better leaders.

There were 44,725 4-H Camp scholarships awarded this year. Part of the money came from KEHA as well as Business donations. 4-H Programs included communication skills, basic sewing, food to table, citizenship, manners, consumer learning and daily health plans. Our homemakers can and should be aware of the many ways in which we can help with the youth of today. I am in this position due in part to the skills I learned in 4-H as a young person and the guidance of the 4-H agents, leaders, and volunteers.

We were given the task of helping to market our KEHA merchandise, promoting the annual State Meeting and encouraging vendor participation. Classes on Designing tools for Social Media Graphics and using Google Drive for sheets, documents, and forms were topics provided through our Publicity and Marketing Committee at our last state meeting.



## PRESIDENTS REPORT 2022-2023

Brenda R. Hammons

Our Cultural Arts & Heritage programs allow our members across the state to participate in the many competitions in 94 category/subcategory designations in which 1,316 entries were exhibited to earn recognition. This competition is available at the county, area, and state levels. Achievement ribbons are awarded to the deserving competitors. Over 5,638 various books have been read, and in addition, 690 books were read from the KEHA Book List. Many people took part in the creative writing projects of poetry, short stories, and memoirs. Classes were taught in cloth weaving, Swedish weaving, and pin weaving. 131 people participated in the Passport Challenge visiting 1,885 different places and historical locations this year.

Our Environment Housing and Energy Program of Work included participation in lessons or projects on: honey, monarch way stations, landscape and community beautification and landscaping to attract bees, birds, or butterflies. The Adopt-a-Highway project also is an asset to keeping Kentucky beautiful. Recycling, energy use and innovations such as solar power and information on new appliances and housing updates are used widely.

The Food, Nutrition and Health Program continues to support the Ovarian Cancer program at the University of Kentucky. \$40,941.57 was raised to donate to this cause this year. It was reported that 2,538 participants had yearly checkups, 1,929 had Mammograms, 408 had ovarian screenings, 33 first-time ever screenings and 1,427 people had Diabetes screenings. Specialized diets, exercise which includes Bingocize, healthy eating, cooking classes, specialty foods, and Dementia information were just a few of the many programs and activities that were reported.

Family and Individual Development reported programs on: grief and support groups; coping with chronic illness; stress awareness; healthy brains; nurturing self; power of laughter; relaxation; communication skills; conflict resolution, random acts of kindness, and aging, as well as many others.

Over 38 countries have been studied and celebrated as part of our International Program of Work. We collected money for Coins for Change (which includes Rural Women of the World), Eco Brick Project, KEHA Clean Water project, Kentucky Academy in Ghana, and Indian Summer Camp. Cans of food were collected for Feed America. Programs on zero hunger, poverty, good health, quality education, responsible consumption, textiles, pollinator protection, use of plastic, and environmental health, and other cultures were just a few of the outstanding classes and programs taught.

Classes were presented on: fraud and scams; saving and investing money; estate planning; shopping with coupons; insurance fraud; grilling safety; budgeting; keeping up with flu and virus protection; fire, EMT and police protection; senior citizen safety; avoiding falls; and monthly technology classes were taught as part of the Management and Safety Program of Work. There were Zoom classes taught in the AM, PM, and the evening to better serve our members. There are specialty clubs such as Pinterest, Photography, Oil Painting, Bingocize and Taco Tuesday (Taco bout Homemakers). There were so many crafts and projects taught and shared I cannot begin to name them all.

The volunteer hours and donations to your communities were wonderful. Items made and given to needy causes, hospitals, nursing homes, schools, resource centers and civil services were overwhelming. What you do is outstanding in every way! I am so impressed with you as members and leaders. I am very proud that you belong to KEHA. Thank you for all you do and the impact you've made in your communities.

Brenda R. Hammons

## 2022 Kentucky Extension Homemakers Membership Report

<b>County</b>	<b>2022 Members</b>	<b>2021 Members</b>	<b>Gain/Loss</b>
Adair	118	116	2
Allen	51	58	-7
Anderson	55	39	16
Ballard	75	88	-13
Barren	139	124	15
Bath	86	96	-10
Bell	89	93	-4
Boone	268	273	-5
Bourbon	252	200	52
Boyd	79	82	-3
Boyle	94	81	13
Bracken	53	72	-19
Breathitt	56	43	13
Breckinridge	110	93	17
Bullitt	96	104	-8
Butler	68	56	12
Caldwell	64	77	-13
Calloway	47	44	3
Campbell	80	70	10
Carlisle	155	145	10
Carroll	64	55	9
Carter	178	177	1
Casey	9	25	-16
Christian	180	110	70
Clark	225	204	21
Clay	56	47	9
Clinton	32	33	-1
Crittenden	45	39	6
Cumberland	78	92	-14
Daviess	69	68	1
Edmonson	40	65	-25

## 2022 Kentucky Extension Homemakers Membership Report

<b>County</b>	<b>2022 Members</b>	<b>2021 Members</b>	<b>Gain/Loss</b>
Elliott	0	0	0
Estill	41	36	5
Fayette	334	315	19
Fleming	82	105	-23
Floyd	54	45	9
Franklin	162	125	37
Fulton	43	41	2
Gallatin	94	114	-20
Garrard	50	31	19
Grant	188	176	12
Graves	63	70	-7
Grayson	73	65	8
Green	68	81	-13
Greenup	146	150	-4
Hancock	44	25	19
Hardin	327	292	35
Harlan	95	58	37
Harrison	260	175	85
Hart	72	69	3
Henderson	63	65	-2
Henry	83	70	13
Hickman	35	46	-11
Hopkins	105	104	1
Jackson	12	13	-1
Jefferson	51	58	-7
Jessamine	98	66	32
Johnson	102	128	-26
Kenton	90	131	-41
Knott	100	88	12
Knox	45	25	20
LaRue	35	26	9

## 2022 Kentucky Extension Homemakers Membership Report

<b>County</b>	<b>2022 Members</b>	<b>2021 Members</b>	<b>Gain/Loss</b>
Laurel	166	172	-6
Lawrence	39	36	3
Lee	42	42	0
Leslie	66	70	-4
Letcher	119	144	-25
Lewis	49	47	2
Lincoln	137	120	17
Livingston	35	25	10
Logan	55	41	14
Lyon	74	61	13
Madison	335	325	10
Magoffin	68	50	18
Marion	18	27	-9
Marshall	81	76	5
Martin	34	48	-14
Mason	253	250	3
McCracken	106	106	0
McCreary	19	9	10
McLean	46	51	-5
Meade	178	197	-19
Menifee	32	34	-2
Mercer	56	49	7
Metcalfe	48	49	-1
Monroe	84	87	-3
Montgomery	85	95	-10
Morgan	137	151	-14
Muhlenberg	115	110	5
Nelson	97	90	7
Nicholas	124	60	64
Ohio	80	74	6
Oldham	71	60	11

## 2022 Kentucky Extension Homemakers Membership Report

<b>County</b>	<b>2022 Members</b>	<b>2021 Members</b>	<b>Gain/Loss</b>
Owen	119	108	11
Owsley	18	54	-36
Pendleton	118	142	-24
Perry	35	55	-20
Pike	72	72	0
Powell	27	24	3
Pulaski	225	225	0
Robertson	19	12	7
Rockcastle	58	54	4
Rowan	32	39	-7
Russell	52	51	1
Scott	278	441	-163
Shelby	193	179	14
Simpson	44	48	-4
Spencer	97	65	32
Taylor	262	236	26
Todd	68	73	-5
Trigg	61	76	-15
Trimble	32	28	4
Union	33	32	1
Warren	94	81	13
Washington	26	37	-11
Wayne	204	192	12
Webster	18	26	-8
Whitley	100	69	31
Wolfe	0	0	0
Woodford	71	58	13
<b>Totals</b>	<b>11231</b>	<b>10,895</b>	<b>336</b>