



**FFA Adult Board of Directors  
Agenda  
January 20, 2022  
[FFA Adult Board Meeting Zoom Link 1-20-22](#)**

**Call to Order: Kristann Mattes**

**1. Roll Call – Rodriguez (Action)**

Mattes, Meredith, Rocca, Rodriguez, Cummings, R. Mendes, Debarnadi, T. Vasquez, T. Brown, Vanbavel, Hively, Williams, Donovan, Bretz, Parker, Moffatt, Patton.

Absent: Mooney, Noga, Ray

**2. Consent Agenda Items – Mattes**

**A. Hively moved and Williams seconded to approve, passed voice vote.**

Approval of October 2021 FFA Adult Board Minutes (Action)

**B. Hively moved and Williams seconded to approve, passed voice vote.**

Approval of November 2021 FFA Adult Board Minutes

**3. Review and Approval of the Association Audit (Action)** a. Governance Letter

b. CA FFA Audit

**Patton:** Gave update and reviewed governance letter from the audit. No major findings were highlighted. Recommended the use of a CPA for accounting. Patton shared that the audit procedure is used as oversight of the yearly accounting process.

**Williams moved to approve, seconded by Bretz: Passed voice vote**

**4. 2022 State FFA Convention Update - Patton (Report)**

a. 4,308 student participants as of 1-18-22

b. 252 Chapters signed up as of 1-18-22

**Patton:** Shared that we were 1500 participants short of the 6000 participants the budget is built on. Hopeful that the remaining 85 chapters that have not registered yet will make up some of this shortfall. Parker shared that this does not include any proficiency award finalists,

and other award winners and guests registering for the conference.

**Hively:** Shared that some of the more active chapters in his section are having difficulty recruiting students to participate in state conference. Shared that advisors are worried about the ramifications from the state association if they are not allowed to attend by their districts.

**Parker:** Discussed that those chapters would have to go through the process outlined in the state association constitution to explain, but felt that most cases would be cleared up.

**Vasquez:** Asked Patton if he felt the 85 chapters would be close to averaging the 17-member average in attendance?

**Williams:** Concerned that the conference will be tight on participants, and asked what are the contingency plans for providing a virtual option.

**Parker:** Shared that will look at the conference costs and continue to make adjustments to costs. He feels confident that Mr. Mooney will be diligent in keeping costs to a minimum. Parker shared that we do have reserves if we need to dip into them to cover costs this year because COVID/Sub shortage/increase costs will affect the budget. He wants to keep the process transparent.

## 5. 2022 MFE/ALA/SLE Update *(Action)*

a. Meal costs

b. Facility costs

**Patton:** Shared that nationwide there is an increase in hotel costs by 35%. This along with the increase in the costs of Food and other facility rentals. This is directly increasing the costs associated with hosting these events.

**Vasquez:** Asked what the participant numbers looked like for the events

**Patton:** Shared the numbers of participants looked good with 1580 registered for ALA, 1615 registered for MFE so he felt we were on the mark. The increased costs of putting these events on will reduce the profit made on them.

**Bretz:** Concerned about dipping into reserves for covering costs especially coming off of a big loss not long ago. Is there a way to get an update next month to see where we are at financially?

**Meredith:** Discussed that advisors will need to keep an open mind moving forward that the costs of these events will have to increase to keep up with increasing costs of services, meals, and facilities.

**Cummings:** Asked about the increase in MFE costs, Patton shared that was due to the increased hotel, facility, and meal costs.

**Mattes:** Shared that we have reached the target numbers but increased costs are cutting into any profit.

**Patton:** Shared that there has been some savings that will help financially. For example we had projected to lose \$40,000 on national convention, but lost \$20,000.

No Action was taken.

## **6. Request for MFE/ALA reimbursements due to District Policy change (Action)**

- a. Fillmore High School
- b. Pacheco High School
- c. Round Valley High School
- d. Dixon High School
- e. Foothill High School
- f. Patterson

**Patton:** Shared that there were one program (Pacheco) that was asking for a refund due to a student missing a conference because of illness. The others were asking for refunds because their districts did not all out of town/ overnight travel. Discussion was had on either to create a blanket policy to provide for refunds for COVID or take them by a case by case basis.

**Bretz:** Suggested a case by case basis.

**Williams:** Shared his concern that wether programs attend or have to cancel due to illness or district policy the association still has to pay for the cost of hosting these events. He supported a case by case basis.

**Brown:** Discussed that advisors would have found replacements to attend those events pre-COVID in order to not lose money for not attending the event.

**Parker:** Shared his concerns about having a large number of programs seeking refunds. As COVID and its variants continue we have to be able to cover costs of these events. He suggested a letter of support from the district that shared its travel policy that we could use to justify the refund.

**Mattes and Bretz:** Voiced concerns about chapters using the illness route to seek refunds.

**Donovan:** Discussed his concern on how the event was paid for. He did not want to see students lose their own money if they paid for it or fundraised to cover costs.

**Patton:** Shared that he could request a letter from district level administration from advisors seeking a refund. **Parker and Donovan** suggested including the school board meeting minutes along with the board policy regarding overnight / COVID travel.

**Parker:** Shared his concern of districts saying no to the FFA but still allowing sports to travel to compete. This could become a slippery slope in the terms of the number of refunds and the loss of revenue to cover event costs.

**Vasquez:** Suggested that Patton add "becuase of the large number of requests" to his letter asking for board minutes and policy from administration for a refund.

**Brown:** Discussed that we may want to ask CHICO, and the other universities about their refund

policy.

**Williams:** Asked if we could set up a cutoff date to apply for a refund for each event.

**Parker:** Shared that is a challenge as advisors reserve spots and then don't use them. There is no process to provide those spots to others as of now.

**Rodriguez:** Shared that Reedley does not provide refunds for cancels or no shows. The costs must be covered to host these events. **Moffatt** agreed that Rodriguez does not provide refunds from personal experience.

No Action was taken

### **7. Next scheduled Meeting – Mattes (Action)**

**Patton:** Suggested the next meeting date in February 17th at 3:30pm.

### **8. Adjournment – Mattes (Action)**

**Mattes:** Adjourned meeting at 4:28pm