



MEMORANDUM

TO: County Extension Agents for Family & Consumer Sciences/
County Extension Offices

FROM: Kelly May,
KEHA State Advisor

DATE: April 22, 2022

RE: KEHA Bylaws Amendments and Candidate Credentials

This PDF document includes information that is to be distributed to all voting delegates prior to the KEHA business meeting as detailed below.

- Proposed Amendments to the KEHA Bylaws
- President Nomination Form for Brenda Hammons
- Secretary Nomination Form for Wanda Atha
- 4-H Youth Development Chair Nomination Form for Denise Boebinger
- Management and Safety Chair Nomination Form for Peggy Tracy
- Voting Delegate Roles and Responsibilities

The KEHA bylaws state that credentials are to be sent to Family and Consumer Sciences Extension agents and voting delegates at least **two weeks** prior to the KEHA Business Meeting. Proposed amendments to the Bylaws must also be distributed **two weeks prior** to the business meeting. **Please send these onto your voting delegates by April 27.** Voting delegates should review all the attached materials prior to the KEHA business meeting.

Voting delegates will need to sign-in at state meeting and pick-up their voting delegate packets before the business meeting. Sign-in will be Tuesday, May 10 from 9:00 a.m. to 5:00 p.m. and Wednesday, May 11 from 8:00-9:45 a.m. in the Convention Center lobby area. The KEHA Business Meeting will take Wednesday, May 11 at 10:00 a.m. CDT in the upper level of the convention center. Voting delegates should be seated at designated tables. **The doors to the ballroom will close at 9:55 a.m.** Everyone should be seated prior to this time.

KJM/

cc: KEHA Board, Dr. Jennifer Hunter, Regional and Area Extension Directors



PROPOSED KEHA BYLAWS CHANGES

This document includes proposed changes to the KEHA Bylaws. These changes were approved by the KEHA Board in November 2021 or March 2022 for presentation to voting delegates for consideration. Text to be removed is struck through with two lines. Text to be added is in bold and underlined. These changes will be presented for vote at the KEHA Business Meeting to be held May 11, 2022, at 10:00 a.m. CDT as part of the KEHA State Meeting in Owensboro.

ARTICLE III - OFFICERS AND ELECTED CHAIRMEN ELECTION AND DUTIES

Section 4. Nomination and Election of KEHA Officers and Elected Chairmen.

- 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 succeed himself/herself in the same office.~~ **No officer shall submit credentials for an additional term for the office they currently hold.** New officers will take office July 1.
- l. Elected Educational Program Chairmen 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.~~ **No chairman shall submit credentials for an additional term for the office they currently hold.** New Chairmen will take office July 1.
 - (1) The following Chairmen shall be elected the same year as the First Vice President and Treasurer.
 - Environment, Housing & Energy
 - Leadership Development
 - Food, Nutrition & Health
 - (2) The following Chairmen shall be elected the same year as the President Elect and Second Vice President.
 - Family & Individual Development
 - Cultural Arts & Heritage
 - International
 - (3) The following Chairmen shall be elected the same year as the Secretary.
 - 4-H Youth Development
 - Management & Safety
- m. The Marketing and Publicity Chairman shall serve for a term of three years or until a successor is elected or appointed ~~but shall not succeed himself/herself.~~ **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.

- n. The Executive Committee shall be responsible for making appointments to fill the vacancy occurring in 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.**

ARTICLE V – FINANCING

Section 1. Dues

- a. Annual dues of the KEHA shall be ~~four dollars~~ **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.**

OFFICER NOMINATION FORM

Check One: County _____ Area _____ State ✓

NAME OF NOMINEE Brenda Ruth Hammons

ADDRESS OF NOMINEE 110 Vista Court
Stanford, Ky 40484

Phone 859-338-1533 Email brhammons65@yahoo.com

Nomination for:(check one)
Vice-President ()
Treasurer ()

President (✓)
Secretary ()
2nd Vice-President for Member Resources ()
President-Elect ()
1st Vice-President for Program ()

Personal Sketch of Nominee:

Hobbies: Reading; sewing; oil painting; crafting; and golfing. I enjoy people and staying busy. We are raising our 9yr old great grandson we've had him 8 yrs. I enjoy watching him in his sports

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

Offices Held:	Local Club	County	Area	State
President	12	9	3	
Vice President	3	2		
Secretary	2	3		3
Treasurer	2			
Educational Chairman List:	Foods Nut - 9 Leadership - 6 Mgt + Saf - 3 Housing - 3 Family & ID - 6 International - 9	Foods Nut - 3		
Committee Chairman List:	Pennies for School - 2yr Ovarian Cancer - 6yr Fund Raising - 9yr	International - 3 Event Float Comm. - 2yr Veterian Day - 3yr Special Foods Adv. - 2yr Fund Raising - 6yr Chairperson Training - 6yr		

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

Lincoln County Ext. Council member 12 yr. - President 1 yr of (3 yr term);
OPI (oil painting club) President 17 yr; Pen & Ink Club President 15 yr;
Photo Club President 6 yr, V. Pres - 2 yr; Lincoln County
Outstanding Homemaker 1 yr; Garreed County Fair Board 5 yrs
I taught Home Economics for 27 years, retired and been a
Lincoln County Homemaker for 16 years

Brenda R. Hammons
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.)

SIGNED: _____

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

Brenda Hammons has been actively involved in Extension Homemakers for many years. She has served in various positions at the club, county, area, and state levels. Brenda is currently serving as the Lincoln County Extension Homemakers President. She has served as the Fort Harrod Area President and the KEHA State Secretary. She has served in other officer positions and in various chairperson positions. Brenda is knowledgeable about the mission and goals of the Extension Homemakers Association. She has served on other advisory councils and is currently the President of our County Extension Council. Brenda is a very dependable, hard-working member who is always willing and ready to help others. She often teaches classes and has organized and led many special interest Extension Homemaker clubs. Brenda Hammons is a great leader. I am confident that she will do a great job as the President of the Kentucky Extension Homemakers Association. I highly approve of her nomination and support her in this role.

Rita Stewart

County Extension Agent for Family and Consumer Sciences

Lincoln County Extension Office

104 Metker Trail

Stanford, KY 40484

606-365-2447

STATE OFFICER NOMINATION FORM

Please do not include information not requested on this form. All information should be typed or legibly printed. (Qualifications are listed in Bylaws Article III, Sec 4. Position descriptions for each state officer position are available at www.keha.org in the State Board section.)

Send to: Judy Jackson, KEHA Secretary, 5770 Elliston-Mt. Zion Road, Dry Ridge, KY 41035

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 Wanda Atha

ADDRESS OF NOMINEE 475 hwy 151

Frankfort ky 40601

COUNTY Franklin

Phone 502-229-8354 Email wanda.atha@ky.gov

Nomination for: (check one)

President	()
President-Elect	()
1 st Vice-President for Program	()
2 nd Vice-President for	
Member Resources	()
Secretary	(X)
Treasurer	()

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

Offices Held:	Local Club	County	Area	State
President	2	2		
Vice President	4	2		
Secretary	4	4	3	
Treasurer				

Committee Chairmen (list):

State: Individual and Dev chair, Area: Craft am planning, area meeting planning, County - all

8 Committee chairpersons

Personal Sketch of Nominee: (Optional)

Hobbies: Gardening, crocheting, reading, grandchildren, reading thre daily paper

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

Bible school at church teacher and leaders, Sunday school teacher pre schoolers

Wanda Atha
(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.)

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

SIGNED: _____
County President or Agent

Agent's Comments for Wanda Atha's Nomination:

I have had the opportunity and pleasure of working with Wanda Atha at the area level for many years. Wanda has been actively involved in Extension Homemakers. She has served as the KEHA State Family and Individual Development chairperson. She has served as the Fort Harrod Area Secretary. She has served in various officer and chairperson positions at the club and county levels. Wanda is one who wants to make a positive difference and one who is dependable and hard-working. I am confident that she will do a great job as the Secretary of the Kentucky Extension Homemakers Association. I highly approve of her nomination and support her in this role.

Rita Stewart

County Extension Agent for Family and Consumer Sciences

Lincoln County Extension Office

104 Metker Trail

Stanford, KY 40484

606-365-2447

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 in the State Board section.)

Send to: Judy Jackson, KEHA Secretary, 5770 Elliston-Mt. Zion Road, Dry Ridge, KY 41035

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 Denise Boebinger

ADDRESS OF NOMINEE 3275 Bald Knob Rd.

Frankfort Ky 40601

COUNTY Franklin

Phone 502 330 1978 Email dboebinger@me.com

Educational Chairmen: (Check One)

- | | |
|---|--------------------------------|
| Environment, Housing, Energy _____ | Cultural Arts & Heritage _____ |
| Family & Individual Development _____ | Food, Nutrition & Health _____ |
| 4-H Youth Development <input checked="" type="checkbox"/> _____ | 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		2		
Vice President				
Secretary				
Treasurer	3 yrs			
Educational Chairman <i>Please List:</i>	4-H chair	4-H Chair		
Committee Chairman <i>Please List:</i>				

Personal Sketch of Nominee: (Optional)

Hobbies: Birdwatching, baking, quilting, reading, hiking
bee keeping

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

Franklin County 4-H Council President

Capital Day School Board Secretary

Franklin County Extension Board

Denise Boelger
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.)

Denise will be an excellent state Chairman
Her leadership abilities are above our expectations.
She currently serves as Homemaker President
in Franklin Co. CEC and District Board. I
support her nomination without any hesitation.

SIGNED: Janora Magee
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

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 in the State Board section.)

Send to: Judy Jackson, KEHA Secretary, 5770 Elliston-Mt. Zion Road, Dry Ridge, KY 41035

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 Peggy Tracy

ADDRESS OF NOMINEE 241 Bethlehem Rd

Paris, KY 40361-2404

COUNTY Bourbon

Phone 859-749-1755 Email peggytracy@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 _____ | Management & Safety <input checked="" type="checkbox"/> _____ |

Marketing and Publicity Chairman _____

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

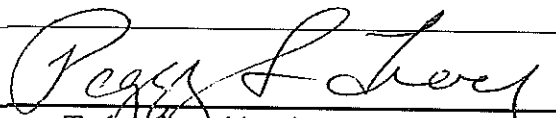
Offices Held:	Local Club	County	Area	State
President				
Vice President	2009 (1 term)		2018-present	
Secretary	2010 (2 terms)			
Treasurer				
Educational Chairman <i>Please List:</i>	<ul style="list-style-type: none"> • 4 years: 4-H Youth Dev. • 5 years: Food, Nutrition & Health • 1 year: Family & Individual Dev. 	<ul style="list-style-type: none"> • 2 years: 4-H Youth Dev. • 5 years: Food, Nutrition & Health 	<ul style="list-style-type: none"> • 2 years: 4-H Youth Dev. • 6 years: Food, Nutrition & Health 	
Committee Chairman <i>Please List:</i>	<ul style="list-style-type: none"> • Annual meeting • Ovarian Cancer • Membership Dues • Leadership Academy 	<ul style="list-style-type: none"> • Cookbooks • Bylaws • Annual Meeting • Ovarian Cancer • Membership Dues 		

Personal Sketch of Nominee: (Optional)

Hobbies: Canning, teaching classes for cooking with 4-H Youth, crafting classes,
Leadership Academy graduate, volunteering, local Farmers Market participant,
Packing food for local Extension Office backpack program

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

County Extension Council and Board Member; County 4-H Council; Farmers Market Board;
Bourbon County Fair Board Homemakers Representative; Clintonville Cemetery Board Member;
Awarded "Outstanding Leadership" Award from Bourbon County Extension Homemakers in 2015.


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.)

Peggy has proven that she is qualified to serve as KEHA committee chair in most all categories. She
has served on the county 4-H Council for over 10 years and is active in working with the 4-H youth
As well as planning many of the local events. Peggy has also expressed an interest in the position of
Management and Safety Chair. She is equally qualified for this position in that she keeps the local
council on their toes with following all safety measures at various events. A KEHA committee
would definitely be in good hands with Peggy Tracy. Peggy would also have the support of club,
county and FCS agent in carrying out her responsibilities.

SIGNED: Kay Denniston
County President or Agent, Bourbon County FCS

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

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.