



**TENNESSEE
FARM BUREAU
WOMEN'S
REFERENCE
HANDBOOK
SUPPLEMENT
For
2022**



SECTION I



Introduction to Farm Bureau Women's Leadership Committee

PREFACE

This handbook has been prepared by the State Leadership Committee of the Tennessee Farm Bureau Women to give county Farm Bureau Women helpful ideas and suggestions for planning and conducting a program.

PURPOSE

Farm Bureau women at both the state and county level have been organized to give special emphasis to those phases of the Farm Bureau program that center in the farm home and rural community, and to enable farm women to have a major voice and part in the development and promotion of these vital program objectives. The women's activities are a key component of the overall Farm Bureau program.

MEMBERSHIP

Membership in the Farm Bureau constitutes all members of a Farm Bureau family. Women are urged to actively participate in the overall Farm Bureau program.

DUES

Regular Farm Bureau family membership dues are the only requirement.

RESPONSIBILITIES OF THE WOMEN'S LEADERSHIP COMMITTEE:

- *Know and support the mission and purpose of TFBF and understand the committee's goals.
- *Stimulate the interest and enthusiasm of Farm Bureau Women in the total program of the organization.
- *Engage in the implementation of priority issues resulting in a positive image for agriculture and Farm Bureau.
- *Plan projects and activities to provide opportunities for all Farm Bureau Women to participate in the entire Farm Bureau program.
- *Provide information and education whereby Farm Bureau Women will have the background and knowledge to help solve problems of farmers and develop responsible leadership.
- *Represent farm families and promote the ideals of Farm Bureau through outreach and engagement with consumers, elected officials and/or the general public.
- *Communicate with respective boards of directors, members of Farm Bureau, YF&R, industry partners, etc.
- *Surface and develop potential leaders for Farm Bureau, including Farm Bureau Women and YF&R.

RESPONSIBILITIES OF THE STATE WOMEN'S LEADERSHIP COMMITTEE:

In addition to the responsibilities above, state committee members have planning and implementation roles, among many others, at the district and state levels. Those interested in serving as a district chair on the Tennessee Farm Bureau Women's Leadership Committee should contact Kristy Chastine, TFBF Special Programs division, for additional information and understanding of duties and responsibilities specific for a state committee member.

HOW FARM BUREAU LEADERS ENHANCE AND COMPLEMENT THE FARM BUREAU MISSION

"To develop, foster, promote and protect programs for the general welfare, including economic, social, educational and political well-being of farm people of the great state of Tennessee." ~ adopted February 15, 1923

- *Creating shared visions.
- *Strengthening, coaching and mentoring to help develop the capacities of individuals and teams.
- *Building relationships of trust.
- *Long-range planning, scanning horizons, looking at members' needs, studying market trends and upholding the philosophy on which this organization was built and flourishes.

TENNESSEE FARM BUREAU

Women's Leadership Committee



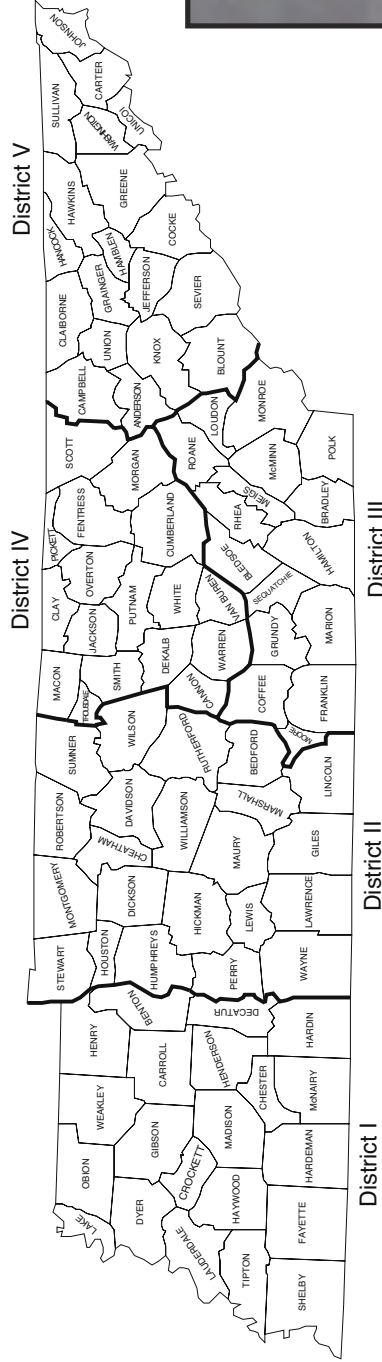
Crystal Norwood
District I, Henry Co.



Lou Nave
District IV, Cannon Co.



Gloria Larrance
District V, Jefferson Co.



Brenda Baker
State Chairperson
Obion Co.



Carole Willis
District III, Coffee Co.



Faye Coble
District II, Lincoln Co.

TENNESSEE FARM BUREAU FEDERATION

State Women's Leadership Committee

Mrs. Brenda Baker, Chairman
bbaker@tfbf.com

Mrs. Crystal Norwood, District I
kiki_norwood@yahoo.com

Mrs. Carole Willis, District III
carolewillis00@gmail.com

Mrs. Gloria Larrance, District V
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Mrs. Faye Coble, District II
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Mrs. Lou Nave, District IV
lounave@gmail.com

Mrs. Kristy Chastine, Coordinator
PO Box 313
Columbia, TN 38402-0313
(931) 388-7872, Ext. 2214
kchastine@tfbf.com



(L to R) Gloria Larrance, Jefferson Co.; Lou Nave, Cannon Co.; Faye Coble, Lincoln Co.
Brenda Baker, Obion Co.; Carole Willis, Coffee Co.; Crystal Norwood, Henry Co.

Tennessee Farm Bureau Women's Leadership Committee Mission Statement

The Tennessee Farm Bureau Women's Leadership Committee engages women in leadership opportunities to advocate, communicate and educate for the advancement of agriculture.

District I Women's Leadership Committee Chairmen

BENTON COUNTY

Mrs. Pam Livingston

GIBSON COUNTY

Mrs. Judy Allen

MADISON COUNTY

Mrs. Carol Ann Watson

CARROLL COUNTY

Mrs. Janice Tippitt

HARDEMAN COUNTY

Mrs. Gail Mayfield

MCNAIRY COUNTY

Mrs. Glenda Barron

CHESTER COUNTY

Mrs. Brenda Bethune

HARDIN COUNTY

Mrs. Becky Rose

OBION COUNTY

Mrs. Paula Smith

CROCKETT COUNTY

Mrs. Catherine Via

HAYWOOD COUNTY

Mrs. Tracey Sullivan

SHELBY COUNTY

Mrs. Betty Axton

DECATUR COUNTY

Mrs. Ashley Kelley

HENRY COUNTY

Mrs. Crystal Norwood

TIPTON COUNTY

Mrs. Lisa McDaniel

DYER COUNTY

Mrs. Phyllis Burchfiel

LAKE COUNTY

Mrs. Natalie Keiser

WEAKLEY COUNTY

Mrs. Linda Fowler

FAYETTE COUNTY

Mrs. Jane Mitchell

LAUDERDALE COUNTY

Mrs. Alice McCoy

District II Women's Leadership Committee Chairmen

BEDFORD COUNTY

Mrs. Connie Crafton

LAWRENCE COUNTY

Mrs. Colbie Niswander

ROBERTSON COUNTY

Mrs. Paula Carr

DAVIDSON COUNTY

Mrs. Mary Jane Hurt

LINCOLN COUNTY

Mrs. Sherry Bartlett

RUTHERFORD COUNTY

Mrs. Marilyn Spence

DICKSON COUNTY

Mrs. Barbara Corlew

MARSHALL COUNTY

Mrs. Peggy Warden

SUMNER COUNTY

Mrs. Dawn Groves

GILES COUNTY

Mrs. Teresa Rollins

MAURY COUNTY

Mrs. Nancy Delk

WAYNE COUNTY

Mrs. Janice Franks

HICKMAN COUNTY

Mrs. Wilma Orton

MONTGOMERY COUNTY

Mrs. Dianne Campbell

WILLIAMSON COUNTY

Mrs. Laura Purtle

HOUSTON COUNTY

Mrs. Elaine Loftin

PERRY COUNTY

Mrs. Doris Harlow

WILSON COUNTY

Mrs. Shelia Neal

HUMPHREYS COUNTY

Miss Alyssa Mayberry

District III Women's Leadership Committee Chairmen

BRADLEY COUNTY

Ms. Carolyn Earnest

LOUDON COUNTY

Mrs. Becky Richesin

POLK COUNTY

Mrs. Rebecca Boyd

COFFEE COUNTY

Mrs. Elaine Weaver

MARION COUNTY

Mrs. Shannon Haskew

RHEA COUNTY

Mrs. Karen Massengale

FRANKLIN COUNTY

Mrs. Joan Jones

MCMINN COUNTY

Mrs. Sandra Guthrie

ROANE COUNTY

Mrs. Whitney Tilley

GRUNDY COUNTY

Mrs. Edwene Clay

MONROE COUNTY

Mrs. Sherri Lay

SEQUATCHIE COUNTY

Mrs. Becky Eddings

For more information on a county Farm Bureau Women's Leadership program or activities and events, contact the Farm Bureau Office in your county.

District IV Women's Leadership Committee Chairmen

CANNON COUNTY

Miss Elizabeth Moss

CLAY COUNTY

Mrs. Carla Rich

CUMBERLAND COUNTY

Mrs. Lynn Carey

DEKALB COUNTY

Mrs. Jana Crook

FENTRESS COUNTY

Mrs. Karen Little

JACKSON COUNTY

Mrs. Michelle Cook

MACON COUNTY

Mrs. Elaine Tatum

MORGAN COUNTY

Mrs. Sumer Evans

OVERTON COUNTY

Mrs. Margaret Brown

PICKETT COUNTY

Mrs. Ruby Huddleston

PUTNAM COUNTY

Mrs. Beverly Hall

SMITH COUNTY

Mrs. Diann Bussell

TROUSDALE COUNTY

Ms. Mary Grace Gregory

Mrs. Judy Woodard

VAN BUREN COUNTY

Mrs. Gail Solomon

WARREN COUNTY

Mrs. Tammie Gribble

WHITE COUNTY

Mrs. Terra Davis

District V Women's Leadership Committee Chairmen

ANDERSON COUNTY

Ms. Rebecca Bowling

BLOUNT COUNTY

Mrs. Beverly Griffith

CAMPBELL COUNTY

Mrs Linda Harris

CARTER COUNTY

Mrs. Shirley Buckles

CLAIBORNE COUNTY

Mrs. Bridget Day

COCKE COUNTY

Mrs. Bettye Carver

GRAINGER COUNTY

Mrs. Sarah Fennell

GREENE COUNTY

Ms. Marty Barkley

HAMBLETON COUNTY

Mrs. Becky Reel

Mrs. Ernestine Haun

HANCOCK COUNTY

Mrs. Dorothy Presley

Ms. Rhonda Stewart

HAWKINS COUNTY

Mrs. Judy Bowery

JEFFERSON COUNTY

Mrs. Gloria Larrance

JOHNSON COUNTY

Mrs. LeighAnne Taylor Shull

KNOX COUNTY

Mrs. Pamela Stoutt

SEVIER COUNTY

Mrs. Jean Bohanan

SULLIVAN COUNTY

Mrs. Emily Crumley

UNICOI COUNTY

Mrs. Anjanette Hilemon

UNION COUNTY

Mrs. Wanda Byerley

WASHINGTON COUNTY

Mrs. Catherine Jeffers

For more information on a county Farm Bureau Women's Leadership program or activities and events, contact the Farm Bureau Office in your county.

TENNESSEE FARM BUREAU FEDERATION OFFICERS & STAFF

PO Box 313

Columbia, Tennessee 38402-0313

Telephone: (931) 388-7872

NAME

RESPONSIBILITY

Eric Mayberry	President
Rhedona Rose	Executive Vice President
Mary White	Comptroller
Jerry Cook	Treasurer
Julie Bowling	General Counsel
Lee Maddox	Director, Communications
Amy Beckham	Assistant Director, Communications
Thomas Capps	Assistant Director, Communications
Stacey Warner	Creative Services Manager
Stefan Maupin	Director, Public Policy
Kevin Hensley	Associate Director, Public Policy
Laura Leigh Harris	Assistant Director, Public Policy
Dan Strasser	Director, Special Programs
Chris Fleming	Associate Director, Special Programs
Kristy Chastine	Associate Director, Special Programs
Bryan Wright	Director, Membership
Mark Turner	Associate Director, Membership
Paige Bottoms	Associate Director, Member Benefits
Jessica Kimbrough	Assistant Director, Membership Marketing
Joe McKinnon	Field Services Administrator
Matt Fennel	Regional Field Service Director
Melissa Bryant	Regional Field Service Director
Lettie McCord	Regional Field Service Director
Brandon Cobble	Regional Field Service Director
Kristen Walker	Regional Field Service Director
Eddie Clark	Regional Field Service Director
Steven Huff	Regional Field Service Director

SERVICE COMPANY STAFF

NAME

RESPONSIBILITY

Jeff Pannell	Chief Executive Officer, Tennessee Farm Bureau Insurance
Anthony Kimbrough	Chief Executive Officer, Farm Bureau Health Plans
Chris Buie	Operations Manager, Farmers Service, Inc.
Richard Brown	Director of Operations, TLP operated by UPI

TENNESSEE FARM BUREAU

Board of Directors

PRESIDENT

Eric Mayberry
Humphreys County

Corn, Soybeans, Wheat,
Beef Cattle



VICE PRESIDENT

James Haskew
Marion County

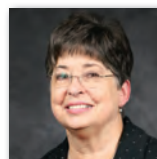
Row Crops, Beef Cattle



WOMEN'S DIRECTOR

Brenda Baker
Obion County
FB Women's Chairman

Row Crops



SERVICE COMPANY DISTRICT DIRECTOR

Willie German
Fayette County
District I

Row Crops, Beef Cattle



DIRECTOR-AT-LARGE

Catherine Via
Crockett County

Cotton, Soybeans, Grain,
Hay, Beef Cattle



DIRECTOR-AT-LARGE

Charles Hancock
Stewart County

Corn, Soybeans, Wheat,
Tobacco



SERVICE COMPANY DISTRICT DIRECTOR

Buddy Bryant
Robertson County
District II

Tobacco, Beef Cattle, Hay,
Corn, Soybeans, Wheat



SERVICE COMPANY DISTRICT DIRECTOR

Jack Sanders
Bradley County
District III

Beef Cattle, Hay



DIRECTOR-AT-LARGE

David Richesin
Loudon County

Corn, Wheat, Soybeans



DISTRICT DIRECTOR

John Chester
Weakley County
District I

Corn, Wheat, Soybeans,
Cow/Calf Operation



SERVICE COMPANY DISTRICT DIRECTOR

Willard Brown
Overton County
District IV

Tobacco, Beef Cattle, Hay



SERVICE COMPANY DISTRICT DIRECTOR

Robert Earhart
Sullivan County
District V

Beef Cattle, Hay



DISTRICT DIRECTOR

Josh Ogle
Lincoln County
District II

Cotton, Corn, Soybeans



DISTRICT DIRECTOR

Travis Tilley
Roane County
District III

Beef Cattle, Hay



ADVISORY DIRECTOR

Rob Holman
Obion County
State YF&R Chairman



ADVISORY DIRECTOR

Dr. Linda Martin
Interim Senior VP, UT
System; Senior Vice
Chancellor, UTK



DISTRICT DIRECTOR

Mike Scudder
Smith County
District IV

Beef Cattle, Hogs, Row
Crops, Hay



DISTRICT DIRECTOR

Terry Snyder
Johnson County
District V

Beef Cattle



THE Voice of Agriculture®

★ Since 1921 ★

TFBF Regional Field Directors

MATT FENNEL
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MELISSA BRYANT
REGION 3

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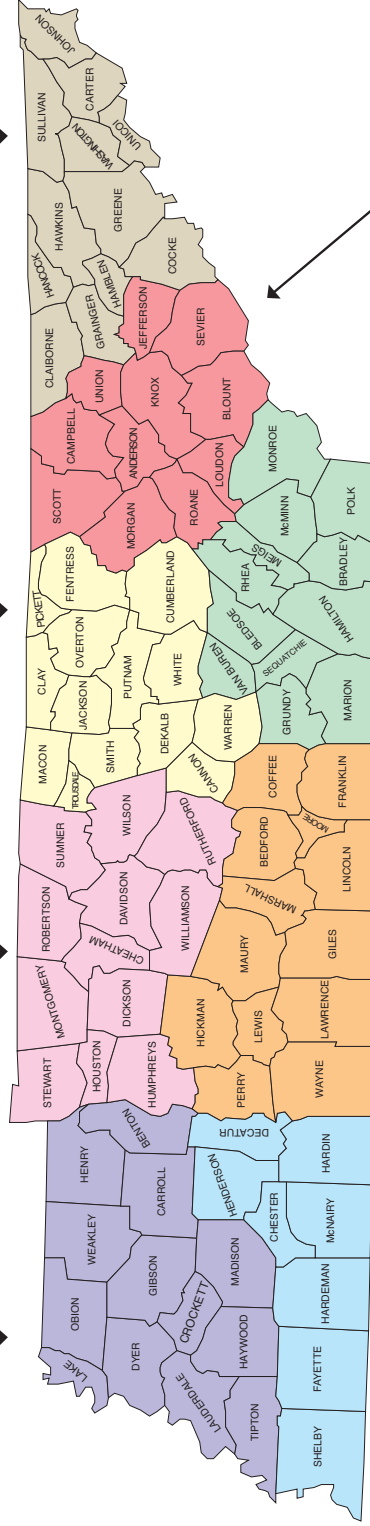
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SECTION II



Program Area

THIS REPORT COVERS WOMEN'S LEADERSHIP COMMITTEE ACTIVITIES FROM OCTOBER 1, 2021 TO SEPTEMBER 30, 2022.

COMPLETE QUESTIONS AND SCORE POINTS IN BLANK PROVIDED ON LEFT.

_____ TOTAL SCORE _____ COUNTY

**2022 ACHIEVEMENT PROGRAM
ON ACTIVITIES OF
COUNTY FARM BUREAU WOMEN**

I. ORGANIZATION AND PROGRAM PLANNING ACTIVITIES – 115 Points Maximum

- _____ 1. County organized with a County Chairman, elected according to suggested regulations or County Farm Bureau Bylaws. (15 pts.)
- _____ 2. Members reviewed/studied Farm Bureau Women's Reference Handbook and Achievement Program and developed specific plans and written program for the year.
A. Committee members in county (# _____) (1 pt. per member; 8 pts. maximum)
B. Volunteer hours worked by Farm Bureau Women (# _____) hrs. (4 pts. per 100 hrs.; 32 pts. maximum)
- _____ 3. Attended District and/or State Women's Leadership Meetings. (2 pts. each woman; 30 pts. maximum)
(# _____) representatives who attended the District Farm Bureau Women's Leadership Meeting (if held).
(# _____) representatives at Statewide Women's Leadership Conference.
(# _____) representatives who attended the Women's Leadership Conference/Luncheon at the annual Farm Bureau State Convention
- _____ 4. To document your efforts related to agriculture and the Farm Bureau mission, did you:
_____ A. Display scrapbook at Statewide Women's Leadership Conference and/or Farm Bureau State Convention (10 pts.)
_____ B. Display scrapbook at the County Office (10 pts.)
_____ C. Filed approved county Farm Bureau Women's Leadership Committee meeting minutes with county office secretary. (10 pts.)

SECTION I TOTAL _____

II. PUBLIC POLICY – 170 Points Maximum

- _____ 5. Attended County or Regional Policy Meetings: (3 pts. each woman; 30 pts. maximum)
(# _____) Farm Bureau Women attended the District Farm Bureau Kick-Off Meeting and/or Webinar.
(# _____) Farm Bureau Women attended the **County Policy Development** meeting.
(# _____) Farm Bureau Women attended the **Regional Policy Development** Meeting.
- _____ 6. Legislative and Policy Activities:
_____ (# _____) Farm Bureau Women served on County Farm Bureau Resolutions Committee. (15 pts.)
_____ (# _____) Farm Bureau Women served on County Farm Bureau Legislative Committee. (15 pts.)
_____ (# _____) Farm Bureau Women served as Official Farm Bureau Voting Delegate to the State Farm Bureau Convention. (25 pts.)
_____ (# _____) Farm Bureau Women who visited with Legislators and/or County Commissioners in session (in person or virtually). (5 pts. per woman; 25 pts. maximum)
- _____ 7. Farm Bureau Women contacted their local, state or national officials in support of Farm Bureau policy.
_____ A. Number of different women making contacts _____ (4 pts. per woman; 20 pts. maximum)
_____ B. Number of contacts _____ (2 pts. per contact; 20 pts. maximum)
_____ C. Number of different issues _____ (4 pts. per issue; 20 pts. maximum)
List each issue: 1. _____ 2. _____
3. _____ 4. _____
5. _____ 6. _____

SECTION II TOTAL _____

III. COMMODITY PROMOTION/PUBLIC RELATIONS - 190 Points Maximum

- _____ 8. Did the committee engage in public relations activities to promote Farm Bureau or some phase of its programs to the non-agriculture audience: (10 pts. each activity; 30 pts. maximum)
Check activity:
Program to community, civic or other club or countywide group _____ Radio Broadcast _____ TV Segment _____
Article/Promo in Local Newspaper _____ Social Media Posts _____ Display at community event _____
- _____ 9. Displayed **educational/promotional booth(s)** (Ex. County or Regional Fairs, in County Office, store window, grocery store, town square, or AFBF County Idea Exchange)
_____ A. Number of booths/displays _____ (10 pts. each; 30 pts. maximum)
_____ B. Number of volunteers who were involved with the display _____ (4 pts. each; 20 pts. maximum)
- _____ 10. Farm Bureau Women conducted or assisted in conducting (# _____) farm tours, luncheons, banquets or other programs to better inform county business, civic, education, and government leaders about agriculture. (10 pts. per activity; 20 pts. maximum)
- _____ 11. (# _____) of agricultural commodities promoted in activities listed above. (5 pts. per commodity; 30 pts. maximum)
List each Commodity:
1. _____ 4. _____
2. _____ 5. _____
3. _____ 6. _____
- _____ 12. (# _____) of current agriculture-related issues addressed for public awareness. (Examples: GMO's, animal welfare, clean water, etc.) (5 pts. per issue; 30 pts. maximum)
List each Issue:
1. _____ 4. _____
2. _____ 5. _____
3. _____ 6. _____
- _____ 13. Did your county sponsor a "Farm Bureau Gives Back" project/event? List of activities: (30 pts. maximum)
_____ A. Display/Community Interaction/Consumer Education: (10 pts.)
Explain: _____
_____ B. Donation and/or In-Kind Support: (10 pts.)
\$ Donated: _____ Beneficiary: _____
_____ C. Publicity/Promotion: (10 pts.)
Explain: _____

SECTION III TOTAL _____

IV. AGRICULTURE IN THE CLASSROOM - 250 Points Maximum

- _____ 14. **Conducted recommended Ag in the Classroom Activities - 150 points maximum**
- _____ A. Distributed curriculum to (# _____) teachers (PreK thru 12th Grade) from "Plant A Seed In Tennessee" series. (2 pts. per teacher; 20 pts. maximum)
- _____ B. Conducted AITC Teacher In-service Workshops:
_____ (1) Number of teachers in local workshop _____ (2 pts. per teacher; 10 pts. maximum)
_____ (2) Number of teachers who attended Summer AITC Workshops (UTM, MTSU, TTU, APSU, ETSU, Chattanooga, Jackson, Memphis, Knoxville, or Nashville.) _____ (5 pts. per teacher; 25 pts. maximum)
- _____ C. Contributions to AITC Foundation.
_____ (1) Did county Farm Bureau/Women's Leadership Committee make contribution during the year? (10 pts.)
_____ (2) Number of individual donors to Foundation? # _____ (1 pts. each, 10 pts. maximum)
_____ (3) Did your county donate an auction item and/or door prize for the Women's Leadership Conference? (5 pts.)
- _____ D. Ag Ambassador Network – (# _____) of active teacher ambassadors serving in schools (grades PreK-12).
(2 pts. each; 20 pts. maximum)

E. Conducted farm tours for school children.

- (1) Number of Commodities or stations _____ (2 pts. each; 20 pts. maximum)
(2) Number of Volunteer leaders involved in tour _____ (2 pts. each; 20 pts. maximum)
(3) Is this a countywide tour? Yes _____ (5 pts.)
 (a) Number of days for conducting tours _____
 (b) Number of children & parents attending _____
 (c) Number of teachers attending _____ (2 pts. each; 10 pts. maximum)
(4) Conduct other individual tours? Yes _____ No _____ (1 pt. per tour; 5 pts. maximum)
 Number of Tours _____ Number of People _____
(5) Mail to State Office Farm Day Report within 30 days of event. (10 pts.)

15. **Optional Activities - 100 points. maximum**

A. Sponsored Adopt-A-Classroom projects. (# _____) (5 pts. per classroom; 25 pts. maximum)

B. Served as resource person in classroom (ex. Farm Friends). (# _____) (5 pts. per person; 20 pts. maximum)

C. Conducted Ag in the Classroom essay contest and/or a county poster contest.
Number of classrooms _____ (2 pts. each class; 10 pts. maximum)

D. Placed other Ag in the Classroom Resource materials in schools. (5 pts. each; 20 pts. maximum)

List each School:

1. _____ 3. _____
2. _____ 4. _____

E. Helped establish and/or continue an existing Outdoor Classroom Garden: (20 pts.)

List: _____

F. Conducted other Ag in the Classroom activities: (15 pts.) Please List:

Example: "Excellence in Teaching About Agriculture Award, Classroom Visit, TN Agriculture Literacy Week, or Ag Literacy Library"

SECTION IV TOTAL _____

V. COMMUNITY HEALTH & SAFETY - 40 Points Maximum

16. Does Women's Leadership Committee participate in promotion of better health programs? (5 pts. each; 20 pts. maximum)

Check programs:

Mammogram _____ Blood Pressure Clinic _____ Mental Health _____
Blood Mobile _____ Cancer Test _____ Heart Drive _____ Pap smear Test _____
Distribution of Wellness Materials _____ Health Fair _____ Life Line Screening _____
Hospital Volunteer _____ Nursing Home Volunteer _____ CPR Training _____
Health Alert from Farm Bureau Health Plans _____ Rabies Clinic _____ Other _____
Sponsor and/or host a vaccination clinic (i.e. flu, COVID, etc.) _____

17. Conducted projects/programs in farm, home and highway safety. (5 pts. each; 20 pts. maximum)

Check projects:

Fire/Smoke Alarms _____ First Aid Safety Kits _____ Disposal of Chemical Containers _____
Back Support Braces _____ Slow Moving Vehicle Signs _____ Fire Extinguishers _____
No Texting While Driving _____ Safety Promotion _____ Others _____

SECTION V TOTAL _____

VI. LEADERSHIP DEVELOPMENT - 60 Points Maximum

18. YF&R and Youth Activities:

- _____ A. Did you elect or appoint a YF&R (young farm woman) member as a member of the county Women's Leadership Committee? (15 pts.)
- _____ B. Did you promote and/or assist with the Farm Bureau Young Farmer Program by:
- _____ (1) Selecting County Winner & sending application to State Office (Achievement, Excellence and/or Outstanding Young Woman). (10 pts.)
- _____ (2) Sending delegate(s) to Young Farmer Conferences. (i.e. Young Leaders Conference, Summer Conference, Fall Tour, etc.) (10 pts.)
- _____ (3) Encouraged and selected participant(s) for YF&R Discussion Meet. (10 pts.)
- _____ (4) Do Farm Bureau Women encourage YF&R to participate in county Farm Bureau activities? (5 pts. per activity; 15 pts. maximum)
- _____ List activities: _____
- _____
- _____ C. Do any Women's Leadership Committee members serve as 4-H, FFA, or FCCLA volunteer leaders? (# _____) (2 pts. each; 10 pts. maximum)
- _____ D. Do you use 4-H, FFA, FCCLA, and YF&R as volunteers in county FBW activities and/or financially sponsor activities? (2 pts. each; 10 pts. maximum)
- _____ List activities: _____
- _____

SECTION VI TOTAL _____

VII. CITIZENSHIP - 75 Points Maximum

19. Conducted one of the following: (**25 pts. maximum**)

- _____ A. Hosted a candidate forum, voter education event, BARN event and/or meal with your state and/or federal legislators in your county. (15 pts.)
- _____ B. One or more special activities in getting people registered to vote, in "Getting Out The Vote", or the "iFarmiVote" campaign. (10 pts.)

20. A special committee that worked with schools on citizenship and related activities by: (**30 pts. maximum**)

- _____ A. Sending a delegate to a youth leadership conference/training (ex. TN Leadership Summit, county or state youth leadership program) (10 pts.) List event: _____
- _____ B. Conducting a "Constitution Day" observance and/or distributing the booklet "What Does Pledge Of Allegiance Mean Teacher". (10 pts.)
- _____ C. Conducted other citizenship activities: (Examples: "Meet Me At The Flag Pole", distribute citizenship materials to schools/public libraries, County Citizenship Seminar, National Patriotism Observance, or other Farm Bureau Women service project) (10 pts. each; 20 pts. maximum) Please List:

- _____ 21. Does your committee take active responsibility for preserving their God-given rights and American heritage by opening all Farm Bureau meetings with prayer and the Pledge of Allegiance and display flag. (20 pts.)

SECTION VII TOTAL _____

Tiebreaker Question: (25 pts. maximum)

Describe in detail a new program implemented or an expansion of an existing program in your county to promote agriculture and support the Farm Bureau mission.

900 TOTAL POINTS

Blue = 675 points or above

Red = 674 points to 450 points

Green = 449 points to 325 points

****Honorable mention - less than 325 points***

SCORE CARD - Possible Total Score (900 points)

Name of County_____

Signed: _____ County Chairman

Signed: _____ County Farm Bureau President

SUGGESTED

GUIDELINES

OF THE

**COUNTY FARM BUREAU
WOMEN'S LEADERSHIP COMMITTEE**

**SUGGESTED
GUIDELINES
OF
COUNTY FARM BUREAU WOMEN'S LEADERSHIP COMMITTEE**

ARTICLE I

Section 1. Name - The name of this Committee shall be _____ County Farm Bureau Women's Leadership Committee of the _____ County Farm Bureau.

Section 2. Purpose - The purpose of this Committee is to assist in an active organized way in carrying forward those phases of the _____ County Farm Bureau program which are of particular interest to women in agriculture; namely, better leadership, educational, social, and spiritual opportunities, and the development of a more wholesome, healthful, and abundant life.

Section 3. Membership - Membership in the Farm Bureau constitutes membership on this Committee, and all members of a Farm Bureau family are urged to take an active part in the activities of this Committee.

Section 4. Dues - There shall be no additional dues to the regular Farm Bureau dues.

ARTICLE II

Section 1. County-wide Meetings - County-wide meetings of the County Farm Bureau Women's Leadership Committee may be held at any time upon call of the County Chairman. Regular monthly meetings are recommended.

Section 2. Notice of Meetings - Notice of all county meetings shall be given as far in advance of the meeting as is practical.

Section 3. Quorum - A quorum in any county-wide meeting shall consist of thirty percent of the committee.

Section 4. Voting - Each eligible voter shall be entitled to one vote. There shall be no voting by proxy.

ARTICLE III

Section 1. County Organizational Structure - The County Farm Bureau Women's Leadership Committee is a Committee of the county Farm Bureau. The program in the county is under the responsibility of the County Chairman of the County Farm Bureau Women's Leadership Committee who is responsible to the County Farm Bureau Board of Directors.

The duly elected and/or active members shall constitute the governing body with respect to activities of the Committee; however, matters of general policy shall be vested in the County Farm Bureau Board of Directors and all activities of the Committee shall be consistent with general policies of the Board of Directors.

Section 2. Representation - Members shall be encouraged to participate in the planning, programs and activities of the County Farm Bureau Women's Leadership Committee.

Section 3. Representation on the County Board of Directors - The County Chairman by virtue of the office shall become a member of the Board of Directors of the County Farm Bureau in accordance with the by-laws of the County Farm Bureau.

ARTICLE IV

Section 1. Election of County Chairman and Vice/Co-Chairman - The County Chairman of the County Farm Bureau Women's Leadership Committee shall be elected jointly by the Directors of the County Farm Bureau and County Farm Bureau Women, meeting in a joint session as soon as practical following the annual election. The county chairman and vice/co-chairman must be a voting agriculture member.

Section 2. Method of Electing County Chairman - The County Chairman of the County Farm Bureau Women's Leadership Committee shall be elected by ballot.

Nomination ballots shall be provided to each member of the County Farm Bureau Women's Leadership Committee, who will place the nominee of choice on the ballot. If any one person on the nominating ballot shall receive a majority of the total votes cast, such nominee shall be declared nominated for election. In case no nominee on the nominating ballot receives the majority of all votes cast, the two nominees receiving the highest number of nominations shall be voted upon in a second ballot and balloting shall continue until one of the nominees receives a majority of the total votes cast. The procedure is in accordance with Robert's Rules of Order. The nominee receiving the majority of votes shall be declared the nominee for County Women's Chairman and recommended to the County Farm Bureau Board of Directors for election.

Section 3. Vacancy - In case of vacancy in the office of county chairman from any cause, the County Board of Directors of the _____ County Farm Bureau shall appoint a successor who shall serve until the next annual election.

ARTICLE V

Section 1. Duties of County Chairman - The duties of the County Chairman shall be to serve as official delegate to the annual meeting of the County Farm Bureau Women's Leadership Committee of the State Farm Bureau and represent the County Farm Bureau at state or district meetings of the Organization; serve as chairman at all county meetings of the Committee; give special attention to the women's interests of the Farm Bureau cooperating with agricultural agencies and others doing special work connected with the home and community welfare; to attend other meetings to which she is invited or has an obligation to attend; to cooperate and assist County Farm Bureau Women's Leadership Committee in developing and carrying out a well-rounded program; and to attend to such other duties that devolve upon the County Farm Bureau Women's Leadership Committee.

Section 2. Duties of Committee Members - The committee members of the County Farm Bureau Women's Leadership Committee shall be responsible for the program of the County Farm Bureau Women's Leadership Committee including but not limited to recruiting new Women's Leadership Committee members; to cooperate with the county chairman in the general program of the Committee; and to cooperate with the district Farm Bureau Director in carrying out the general Farm Bureau Program.

ARTICLE VI

Section 1. Order of Business - The order of business at all meetings as far as possible shall be as follows:

Call to Order	Report of Committees
Roll Call	Unfinished Business
Devotional	New Business
Pledge to Flag	Elections and Appointments
Reading of Minutes	Educational Programs
Report of Officers	Adjournment

STATE

GUIDELINES

OF THE

TENNESSEE FARM BUREAU

WOMEN'S LEADERSHIP
COMMITTEE

**GUIDELINES
OF THE
TENNESSEE FARM BUREAU WOMEN'S LEADERSHIP COMMITTEE
OF THE
TENNESSEE FARM BUREAU FEDERATION
as determined by
THE TENNESSEE FARM BUREAU FEDERATION
BOARD OF DIRECTORS**

ARTICLE I

Section 1. Name - The name of this Committee shall be the Tennessee Farm Bureau Women's Leadership Committee of the Tennessee Farm Bureau Federation.

Section 2. Purpose - The purpose of this Committee is to assist in an active, organized way in carrying forward those phases of the Tennessee Farm Bureau Federation program which are of particular interest to women in agriculture; namely, better leadership, educational, social, and spiritual opportunities, and the development of a more wholesome, healthful, and abundant life.

Section 3. Membership - Membership in the Farm Bureau constitutes membership on this Committee, and all members of a Farm Bureau family are urged to take an active part in the activities of this Committee.

Eligibility and membership classification, and the rights of voting and holding office on this Committee shall be the same as those in effect for membership in Farm Bureau.

Section 4. Dues - There shall be no additional dues to the regular Farm Bureau dues.

ARTICLE II

Section 1. Annual Conference - The annual conference of the Tennessee Farm Bureau Women shall be held in connection with the annual State Convention of the Tennessee Farm Bureau Federation.

Section 2. District Conferences - District Conferences in the five designated Farm Bureau districts may be held at the discretion and with the approval of the State Women's Leadership Committee, hereinafter provided for, under the direction of the District Representatives on the State Women's Leadership Committee.

Section 3. House of Delegates - The House of Delegates of the Tennessee Farm Bureau Women of the Tennessee Farm Bureau Federation shall be the Chairmen of the various County Leadership Committees who shall serve as official delegates to the annual conference. In the event the County Chairman cannot serve as a delegate to the annual conference, the County Farm Bureau Board of Directors may appoint an alternate to serve as a delegate with all the rights and privileges of the County Chairman. In addition to the regular delegates from the counties, the regularly elected members of the State Women's Leadership Committee shall be delegates-at-large with all the privileges of any other delegate.

Section 4. Voting - Each delegate shall be entitled to one vote. There shall be no voting by proxy.

Section 5. Notice of Meetings - Notice of the annual conference shall be given by mail to each county delegate twenty days in advance of the annual meeting.

Section 6. Quorum - A quorum in any annual conference shall consist of representatives from thirty percent of the organized county Farm Bureaus in the state.

ARTICLE III

Section 1. State Leadership Committee - The State Women's Leadership Committee of the Tennessee Farm Bureau Women of the Tennessee Farm Bureau Federation shall be composed of the Chairman and duly elected District Representatives from each of the Farm Bureau districts of the state, and a Vice-Chairman to be elected by the House of Delegates from members of the regularly elected State Leadership Committee to serve in the absence of the State Chairman.

ARTICLE IV

Section 1. Election of Committee - The State Chairman of the State Women's Leadership Committee and the five District Representatives on the Committee and Vice-Chairman are to be elected annually at the annual conference by the House of Delegates.

Section 2. Election of Chairman - The State Chairman of the Tennessee Farm Bureau Women's Leadership Committee shall be elected from qualified members by the House of Delegates to serve for one year or **until a successor is elected**. The election of the State Chairman shall precede the election of District Representatives and shall be elected in the following manner:

Nominating ballots shall be provided to each House of Delegate member who will place in nomination by writing the name of the nominee of choice on the ballot. If any one person on the nominating ballot shall receive a majority of the total votes cast, such nominee shall be declared elected. In case no nominee on the nominating ballot receives the majority of all votes cast, the two nominees receiving the highest number of nominations shall be voted upon in a second ballot and balloting shall continue until one of the nominees receives a majority of the total votes cast. This procedure is in accordance with Robert's Rules of Order.

Section 3. Election of District Representatives - Each of the five designated Farm Bureau districts shall elect a representative on the State Women's Leadership Committee. The election of district representatives shall be by ballot and in the following manner:

Caucuses shall be held of House of Delegates for each of the five districts. Nominating ballots shall be provided to each House of Delegate member in district caucuses and nomination and election shall be conducted in the same manner set forth for the election of the State Chairman. District Representatives selected in this manner shall be submitted to the House of Delegates following the caucus for ratification of the House of Delegates.

Section 4. Election of Vice-Chairman - The election of Vice-Chairman shall be by ballot and in the following manner: Nominating ballots shall be provided for House of Delegates, and nomination and election shall be conducted in the same manner as set forth for the election of the State Chairman.

Section 5. Vacancy - In case of vacancy on the State Women's Leadership Committee from any cause, the **State Board of Directors** of the Tennessee Farm Bureau Federation shall appoint a successor who shall serve until the next annual conference of the Tennessee Farm Bureau Women.

ARTICLE V

Section 1. Duties of Chairman - The duties of the Chairman shall be to preside at meetings of the State Women's Leadership Committee and all state meetings of the Committee and to give special attention to the women's interest of the Farm Bureau cooperating with agricultural agencies and others doing special work connected with home and community welfare; to attend Farm Bureau and other meetings over the State and present the purposes of the Committee and fulfill other duties and services.

Section 2. Duties of Committee Members - The duties of the district members are to serve as chairman of any district conferences of the Tennessee Farm Bureau Women; to represent their respective districts on the State Women's Leadership Committee; to visit meetings of county Farm Bureaus and other meetings to which they are invited or have

an obligation to attend; to cooperate with and assist county Farm Bureau women in developing and carrying out a well-rounded program; to attend such other duties that evolve upon a member of the State Women's Leadership Committee.

Section 3. Secretary and Duties - The State Women's Leadership Committee shall select a Secretary to the Committee who may or may not be a member of the Committee. The Secretary shall keep a complete record of all meetings of the State Women's Leadership Committee and carry out all other duties pertaining to this office.

ARTICLE VI

Section 1. Budget - The Committee shall submit a tentative budget annually to the Board of Directors of the Tennessee Farm Bureau Federation for suitable appropriation for the maintenance and development of the Committee. The Committee shall be operated within the Budget approved by the Board.

Section 2. Per Diem and Expenses of Chairman - The Chairman shall receive expenses and per diem when traveling outside her own county on Farm Bureau, Farm Bureau Women, or related activities at the same rates, amounts, and subject to same conditions as paid for members of the Tennessee Farm Bureau Federation Board of Directors.

Section 3. Per Diem and Expenses of District Members of State Women's Leadership Committee - District members of the Committee, when traveling outside their own counties in the interest of Farm Bureau and the Tennessee Farm Bureau Women, shall be reimbursed for traveling and subsistence expenses as determined by the Tennessee Farm Bureau Federation Board.

Expense requests to attend meetings outside of respective district shall be approved by the President of the Tennessee Farm Bureau Federation or his designee.

ARTICLE VII

Section 1. Representative on Board of Directors, Tennessee Farm Bureau Federation - The Chairman of the Tennessee Farm Bureau Women's Leadership Committee shall be recommended to the House of Delegates of the Tennessee Farm Bureau Federation as a Director of the Tennessee Farm Bureau Federation as prescribed in the Tennessee Farm Bureau Federation Bylaws.

Section 2. Representation at Annual Meeting of the American Farm Bureau Women of the American Farm Bureau Federation - Voting Delegates to the Annual Meeting of the American Farm Bureau Women of the American Farm Bureau Federation, the number depending upon the number of Voting Delegates permitted shall be selected as follows:

The State Chairman and the five District Chairmen shall serve automatically as voting delegates. The State Leadership Committee shall recommend to the Board of Directors the appropriate number of additional voting delegates and alternates. In as much as possible, these delegates shall be elected equally from each of the five districts from County Women's Chairmen, Committee members, or YF&R women who have registered to attend the AFBF Annual Meeting before or during the TFBF Annual Meeting.

An effort will be made to give the opportunity to serve as a voting delegate to as many different women in as many different counties as is possible and practical. A reimbursement of \$250 per delegate will be allocated to each of these additional voting delegates upon return from the AFBF Annual meeting.

If the above procedure is found to be impractical for the selection of voting delegates during any annual meeting, it is the responsibility of the State Women's Leadership Committee to recommend an alternate selection procedure to the TFBF Board of Directors.

Section 3. Order of Business - The order of business at all meetings, as far as possible, shall be as follows:

Call to Order	Report of Committee
Roll Call	Other Reports
Devotional	Unfinished Business
Pledge to Flag	New Business
Reading of Minutes	Election and Appointments
Report of Secretary	Adjourn

Section 4. Amendments - These Guidelines may be amended, repealed, or altered, in whole or in part, at any official meeting of the Board of Directors of the Tennessee Farm Bureau Federation.

Note: The above guidelines were last amended and revised Thursday, October 25, 2018.

SECTION III



Agriculture Promotion and Agriculture in the Classroom

TENNESSEE FARM BUREAU WOMEN
“FARM BUREAU GIVES BACK” (formerly Fill a Ford with Food)
REPORT

Activity: _____

Date of Event: _____ No. of Farm Bureau Women who assisted: _____

How many volunteer hours were involved in planning and implementing this event? _____

Describe your county's event: _____

How many people were directly reached by your event? (i.e., face-to-face, event participants, etc.) _____

Did you partner with other groups or organizations? ____ No ____ Yes, please list: _____

What displays/materials/resources/etc. were used to connect consumers with today's agriculture? _____

Describe your promotion & media coverage: _____

How many media reports resulted from your event?

____ Newspaper ____ Radio ____ Television ____ Social Media ____ Other (list): _____

Charity or Charities benefiting from your donation: _____

Dollar amount of food donated: \$ _____

Dollar amount of monetary contribution: \$ _____

Signed: _____

Date: _____

County: _____

**TENNESSEE FARM BUREAU WOMEN
OTHER EVENT/ACTIVITY
REPORT**

Event/Activity: _____

Date of Event: _____ No. of Farm Bureau Women who assisted: _____

Estimated Volunteer Hours: _____ Number of people you reached with this activity: _____

Partnering Individuals/Organizations (if any): _____

Briefly describe the event in detail: _____

Signed: _____

Date: _____

County: _____

Farm Tour Order Form

Item(s) Requested	Price	Quantity (Cost)
"I Met a Farmer Today!" Stickers (Roll of 2" stickers)	\$8.50/250	_____
Tennessee Ag Mag	\$5.00/set of 25	_____
Farm Facts Book	\$2.50 each	_____
Bookmarks	\$5.00/100	_____
Coloring Books (grades K-2) comes in boxes of 125	\$31.25/125	_____
Farm Facts Pencils (assorted colors)	\$32.00/144	_____
Farm Facts Pocket Guide (4"x3" pocket cards)	\$10.00/100	_____
Plastic Bags (12 x 15 x 1)	\$22.00/100	_____
Pledge Booklet (3 x 6 What does "Pledge Allegiance" mean? booklet)	\$5.00/25	_____

TOTAL: _____

Date Needed _____

Farm Tour Date _____

County _____

C/O _____

Name _____

UPS Mailing Address _____

Send to: AITC
c/o Teresa Ragsdale
PO Box 313, Columbia, TN 38402
tragsdale@tbf.com Fax: 931-840-8699

Please send request for materials as early as possible to allow for staff delivery time.

**Farm Bureau
AITC Materials Credit**

County _____

TFBF Field Service Director for Your County _____

Amt. of Credit \$ _____

*Cost of AITC Materials \$ _____

County Wide Farm Tour Check Request \$ _____

Date of Farm Tour _____ Number Expected _____

Credit to be Carried Over to the Next Order \$ _____

**PLEASE FAX YOUR ORDER TO (931) 840-8699,
EMAIL TO TRAGSDALE@TFBF.COM OR MAIL TO AITC.**

*Credit can be applied to any AITC Materials you have not paid for.

**Complete and return with your order request

***Credit must be used by December 31 of the current year.

****Receipt is needed for Farm Tour check request

Please request materials as early as possible to allow time for ordering and staff delivery time to avoid shipping and handling charges.

EXTRA! EXTRA! READ ALL ABOUT IT!

We're Having a Farm Day!



COUNTY: _____

CONTACT PERSON(S): _____

PHONE NUMBER(S): _____

DATE: _____

RAIN DATE (if applicable): _____

LOCATION: _____

TIME: _____

ESTIMATED # OF STUDENTS ATTENDING: _____

GRADE LEVEL OF STUDENTS ATTENDING: _____

Please return this form **BEFORE** your Farm Day takes place to:

Kristy Chastine
TFBF Special Programs
P.O. Box 313
Columbia, TN 38402
Fax: (931) 840-8699

FARM DAY -- REPORT FORM

Complete and return this form within 30 days of the completion of your Farm Day

Mail to: Kristy Chastine
Tennessee Farm Bureau - AITC
P. O. Box 313
Columbia, TN 38402
Fax: (931) 840-8699

COUNTY FARM BUREAU: _____

ESTIMATED VOLUNTEER HOURS (planning and implementing): _____

FARM DAY LOCATION: _____

DATE: _____

NUMBER OF SCHOOL(S) PARTICIPATING: _____

TOTAL NUMBER OF TEACHERS: _____

TOTAL NUMBER OF STUDENTS: _____

GRADE LEVEL OF STUDENTS: _____

NUMBER OF ORGANIZATIONS PARTICIPATING: _____

NUMBER OF VOLUNTEERS: _____

NUMBER OF COMMODITIES PROMOTED: _____

LIST OF DISPLAYS/COMMODITY STATIONS:

1. _____

11. _____

2. _____

12. _____

3. _____

13. _____

4. _____

14. _____

5. _____

15. _____

6. _____

16. _____

7. _____

17. _____

8. _____

18. _____

9. _____

19. _____

10. _____

20. _____



PLEASE HELP US HELP OTHER FARM DAY ORGANIZERS!
ON THE BACK OR ANOTHER PAGE, TELL US ...

- WHAT WAS THE MOST UNIQUE THING (DISPLAY, ACTIVITY, ETC...) ABOUT YOUR FARM DAY?
- WHAT IS THE MOST CHALLENGING PART OF ORGANIZING A FARM DAY?
- WHAT SUGGESTIONS DO YOU HAVE FOR OVERCOMING THAT CHALLENGE?
- WHAT IMPROVEMENTS WOULD YOUR GROUP LIKE TO MAKE FOR NEXT YEAR?