

# 2024 COMMUNICATOR

“A New Way of Living With HCE”

January 2024

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**Wisconsin Association for  
Home and Community Education Inc.**

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January 2024

To: WAHCE County Presidents  
WAHCE District Committee Chairs  
WAHCE Executive Board  
Extension Educators

From: Eileen Gottbeheat, WAHCE President

It has been a pleasure being your President for the past 2 years. It has been a learning experience for me, and have met a lot of you at conference.

Hoping you all are having a healthy and happy New Year. My motto has been "A new way of Living with HCE ". We have learned new ways of holding our meetings and getting together.

Southeast District has been busy planning the 2024 State conference. It will be held at the Hilton Paper Valley Hotel in Appleton. On September 16th-18th.

As you plan for the 2024 year. Remember to share the information in this publication with your county members. The Communicator is the tool to pass information on to our district and county officers, and committee chairs so they will be aware of programs and HCE activities.

The offices of Wisconsin Bookworms, International Chair and Treasurer-elect are up for election in 2024. Please consider running for one of these positions. A description of each of these positions is in this Communicator. The Nominating Committee Chair is Lynn Marcks. The District Directors make up this committee, so please contact one of them and say "Yes, I will step up and run for \*\*\*\*\* office.

Please look at the site for your county at <https://wahceinc.org/wahce-counties/> and send Donna Zarovy any updates so your site can be current. If your Extension is still assisting you with a website, please contact Donna so that she can put that information on this site, too. Several of the counties need a lot of work so *please review your website and send the information to Donna.*

If you have any questions, please let me know. I look forward to 2024. And getting to know everyone of you a little bit better.

Eileen Gottbeheat  
WAHCE President



**Extension**

UNIVERSITY OF WISCONSIN-MADISON

**Guidelines on the Educational Roles of Extension with  
Wisconsin Association for Home and Community Education (WAHCE)**

Approved November 7, 2019 by the Division of Extension Leadership Team

This document has been reviewed and endorsed by the State WAHCE Executive Board

**Introduction**

The Wisconsin Association for Home and Community Education (WAHCE) has been affiliated with Extension since 1940. WAHCE became a separate incorporated tax-exempt organization in 1984 <https://wahceinc.org/>.

WAHCE is a nonprofit educational organization comprised of member associations in 48 Wisconsin counties. Oversight for WAHCE is provided by State WAHCE Executive Board. The WAHCE mission/vision is to offer opportunities for learning in a social setting, sharing what is learned and caring to make a difference in homes, communities and the world. WAHCE members volunteer their time, energy, and financial resources in support of WAHCE programs and initiatives. WAHCE is responsible for its membership, community service programs, and educational projects. As separate and independent organization from UW Madison-Division of Extension, WAHCE members who volunteer on behalf of the WAHCE (club, county or state level) organization are not UW Madison Division of Extension volunteers.

UW-Madison-Division of Extension values the mission and contribution of WAHCE to their communities and the state and would like to ensure an effective working relationship in line with the mission of the University of Wisconsin and the role of Extension Educators. This document serves as a guide to the county and state relationships between WAHCE and the Division of Extension.

**Statewide Educational Role**

UW-Madison-Division of Extension educators, specialists and administrators work with a variety of organizations, institutions, agencies and elected bodies to develop educational programs and provide professional expertise based on the research and knowledge foundation base of the University of Wisconsin. This can be seen throughout county, state and national levels.

UW Madison-Division of Extension provides statewide leadership to promote education, resources and partnerships that empower and create an environment where families and communities can thrive. Programs respond to community needs with research or evidence-based education and partnerships that support Wisconsin families and communities. The Extension Institute for Human Development and Relationships serves as the point of connection between educational content within the Division of Extension.

## **The Role of Extension Educators and Program Coordinators with WAHCE**

The role of all extension educators and program coordinators working in county and regional settings is education.

Extension educators and program coordinators teach, learn, lead and serve – connecting the people of our state with the University of Wisconsin, and engaging them in transforming lives and communities. The educational purpose is accomplished in many ways- through seminars, workshops, information meetings, tours, demonstrations, exhibits, field studies, teleconferencing, Facebook, Twitter, websites, publications, and the mass media, both public and commercial.

We expect county extension educators and program coordinators to focus on educational roles consistent with their position descriptions, when working with WAHCE.

In alignment with this expectation, examples of appropriate Extension education roles include:

- Provide information about current county needs.
- Connect WAHCE to local educational resources and/or UW Madison-Division of Extension programs/speakers for educational programs.
- Teach or facilitate educational programs at the county, district or state levels using research-based subject matter.
- Serve as a resource for educational program evaluation.

Administration or organizational roles in connection with WAHCE are not appropriate for county extension educators or program coordinators. Examples of such inappropriate roles include:

- Recruiting and managing WAHCE volunteers for WAHCE events, other than to support the educational presence.
- Booking, contracting, setting up, and/or coordinating WAHCE events.
- Fundraising Specific questions regarding roles or responsibilities (what may or may not be appropriate with WAHCE) should be discussed between Extension Educator/Program Coordinator, Extension administration and WAHCE.

## **Relationships with the County Office**

County-based WAHCE associations are just one of many potential non-profit, educational and charitable organizations that may request or utilize resources through the UW Madison-Division of Extension county office.

County UW Madison-Division of Extension Office staffing and budgets impact the support an office can provide for these types of organizations. Examples of support that may be available include use of meeting space, storage, and assistance from a local point of contact. Please note that access to resources is county-dependent and may or may not be available for public use. Each county WAHCE Executive Board should work with the UW Madison-Division of Extension

Area Extension Director (AED) to clarify local UW Madison-Division of Extension Office resources available to HCE. Area Extension Director

Directory link for contact is

<https://people.extension.wisc.edu/leadership/>



**Wisconsin Association for Home &  
Community Education, Inc.  
Talking Points with University of Wisconsin  
Division of Extension County / Area Office**

This document is intended to facilitate a discussion between the local HCE organization and their respective county / area office to better understand how we may both continue to work together considering the merger of Extension with the University of Wisconsin and is in addition to the Guidelines on the Educational Roles of Extension with Wisconsin Association of Home and Community Education (WAHCE).

WAHCE recognizes the role change of the Extension Education Educators to be more of an educational role. The county support staff have been very helpful to us in the past and we hope we may continue to use their services.

The local HCE groups have a need to use services of the local office including making copies (or the ability to use the copying equipment), assistance with creating documents and newsletter, storage for records, use of meeting rooms within the facilities where the local Extension offices are housed, and as a general phone contact, etc.

The following checklist is intended to outline some of the services HCE may use – recognizing there are budget constraints within the local Extension Office.

HCE may have use of the following:

- Assistance from support staff as a phone contact, i.e., listing the Extension office phone number on the website and in publications as a general contact.
- Listing the local Extension Educator as a contact on the website and in publications. If no educator, local office contact is: \_\_\_\_\_  
\_\_\_\_\_
- Use of meeting rooms in the building where the Extension Office is located in compliance with local building use policies
- If there is a restriction on the use of the meeting rooms, it is defined as \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- Assistance from local support staff with preparation of documents, including newsletters and flyers.
- Local support staff may send documents to the WAHCE webmaster for inclusion on the WAHCE website.
- Local support staff may continue to maintain the website for the county HCE group after obtaining a link from the WAHCE Webmaster.

- Local support staff may make copies for HCE.
- HCE members may use the copy equipment in the Extension Office to make copies of HCE related items.
- If there is a charge, copies will be charged at a rate of \_\_\_\_\_ per copy.
- Other charges:\_\_\_\_\_
- Use of audio-visual equipment for meetings.
- Other:\_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

This document is to be reviewed annually.

Name of County:\_\_\_\_\_

Name of Local HCE President:\_\_\_\_\_

Name of Area Extension Director:\_\_\_\_\_

\_\_\_\_\_

Date Completed:\_\_\_\_\_

# WAHCE 2024 State Board Roster



## Officers

### President.....2024

Eileen Gottbeheat ..... 608-374-2261  
17007 Hoover Road, Tomah, WI 54660  
E-mail: [gottbeheatfarms@gmail.com](mailto:gottbeheatfarms@gmail.com)

### President-Elect.....2024

Phoebe Shourds ..... 715-821-1606 (c)  
401 State Hwy 65, River Falls, WI 54022  
Email: [pnpaulson@yahoo.com](mailto:pnpaulson@yahoo.com)

### VP Program.....2024-2025

Teri Madden ..... 920-868-3885 or 920-421-1619 (c)  
7265 State Highway 42, Egg Harbor, WI 54209  
E-mail: [teri.madden@gmail.com](mailto:teri.madden@gmail.com)

### Secretary.....2024-2025

Bernie Arena ..... 608-272-3371  
4261 Basswood Road, Sparta, WI 54656 E-mail:  
[bernadine.arena@gmail.com](mailto:bernadine.arena@gmail.com)

### Treasurer.....2024-2025

Louise Dahlke ..... 920-362-4756 (c)  
5781 S Cty. Rd. T, Denmark, WI 54208  
E-mail: [iddahlke50@gmail.com](mailto:iddahlke50@gmail.com)

## District Directors

### Central.....2024

Lynn Marcks ..... 715-701-1620  
N2837 County Road Y, Clintonville, WI 54929 E-mail:  
[nicfoundation.lynn@gmail.com](mailto:nicfoundation.lynn@gmail.com)

### Northeast.....2024-2026

Terra Malama ..... 920-255-0308  
4116 Woodland Road, #1, Green Bay, WI 54313  
E-mail: [mtbo1214918@yahoo.com](mailto:mtbo1214918@yahoo.com)

### Northwest.....2024-2025

Roberta Shaffer ..... 715-791-4510  
6405 County Road A, Webster 54893  
[bertshaffer@gmail.com](mailto:bertshaffer@gmail.com)

### Southeast.....2024

Donna Zarovy ..... 262-857-7502 or 262-945-7502 (c)  
6207 203<sup>rd</sup> Avenue, Bristol, WI 53104  
E-mail: [zarovy@frontier.com](mailto:zarovy@frontier.com)

### Southwest.....2024

Shirley Steinhorst ... 608-356-3531 or 608-477-0875 (c)  
1050 4<sup>th</sup> Street, Baraboo, WI 53913  
Email: [shirleysteinhorst@yahoo.com](mailto:shirleysteinhorst@yahoo.com)

### West.....2024-2025

Mary Ann Bays ..... 608-339-6004 or 608-547-6889 (c)  
2150 8<sup>th</sup> Drive, Adams, WI 53910  
E-mail: [baysfarm@frontier.com](mailto:baysfarm@frontier.com)

## Elected Committee Chairs

### Cultural Arts.....2024-2025

Darlene Schumacher ..... 715-424-2851  
or 715-741-0503 (c)  
2531 Golf Course Road, Wisconsin Rapids, WI 54494  
E-mail: [darleneschumacher41@gmail.com](mailto:darleneschumacher41@gmail.com)

### International.....2024

Lylene Scholz ..... 920-634-5308  
2207 Virginia Drive, Manitowoc, WI 54220 E-mail:  
[lylene@comcast.net](mailto:lylene@comcast.net)

### Membership.....2024-2025

Sheryl Smith..... 608-526-4249 or 608-317-2411 (c)  
927 Amy Drive, Holmen, WI 54636  
E-mail: [rosh927@charter.net](mailto:rosh927@charter.net)

## Appointed Committee Chairs

### Marketing.....2024

Lori Hlinak ..... 920-304-1171 (c)  
P O Box 219, Luxemburg, WI 54217  
E-mail: [lynnz23cat@gmail.com](mailto:lynnz23cat@gmail.com)

### UPDATE Editor.....2024

Marcelline Protheroe ..... 920-622-3959 or  
920-572-1736 (c)  
N6131 22<sup>nd</sup> Drive, Wild Rose, WI 54984  
E-mail: [marcellineprotheroe6@gmail.com](mailto:marcellineprotheroe6@gmail.com)

### Webmaster.....2024

Donna Zarovy..... 262-857-7502 or 262-945-7502 (c)

### Wisconsin Bookworms.....2024

Marianne Geiger ..... 920-948-9431 (c)  
W5655 County Road F, Fond du Lac, WI 54937  
E-mail: [countergeiger@hotmail.com](mailto:countergeiger@hotmail.com)

## Non-Board Participants:

### Conference Registrar.....2024-2025

Jane Grabarski ..... 608-547-2419 (c)  
996 Evergreen Avenue, Grand Marsh, WI 53936  
E-mail: [janegrabarski@gmail.com](mailto:janegrabarski@gmail.com)

### UW-Madison – Division of Extension

#### Point of Contact

Sara Richie, Life Span Outreach Program Manager,  
Institute of Human Development and Relationships  
UW-Madison, Division of Extension  
Email: [sara.richie@wisc.edu](mailto:sara.richie@wisc.edu)



# 2024 WAHCE, Inc., Calendar



| Month           | Program, Event or Activity  | Person(s) responsible               |
|-----------------|---|-------------------------------------|
| <b>January</b>  | 2 <sup>nd</sup> UPDATE Articles due to Editor (for February issue)  |                                     |
|                 | By the 10 <sup>th</sup> COMMUNICATOR emailed to County Presidents, District Boards and State Board, Electronically to Educators and posted on website | State President                     |
|                 | 14 <sup>th</sup> Reports due to President and Secretary for January Board Meeting   |                                     |
|                 | 21 <sup>st</sup> WAHCE State Board Meets via Zoom   | State Board                         |
| <b>February</b> | Watch for the UPDATE  |                                     |
| <b>March</b>    | 5 <sup>th</sup> Reports due to President and Secretary for March Board Meeting  |                                     |
|                 | 15 <sup>th</sup> Ruth B. Sayre Scholarship application form to State President  | County President/Scholarship Chair  |
|                 | 17 <sup>th</sup> WAHCE State Board meets via Zoom   | State Board                         |
|                 | 30 <sup>th</sup> County Financial Reports due to State Treasurer  | County Treasurer                    |
|                 | 30 <sup>th</sup> WAHCE Scholarship & Wisconsin Bookworms County Reports due to WAHCE Treasurer  | County Treasurer/President          |
|                 | 31 <sup>st</sup> 990N Postcard filing   | County Treasurer                    |
| <b>April</b>    | 1 <sup>st</sup> UPDATE articles due to Editor (for May Conference issue)  |                                     |
| <b>May</b>      | UPDATE mailed (Conference Issue)  | Editor                              |
|                 | 1 <sup>st</sup> County Membership Dues & Reports due to State Treasurer   | County Treasurer                    |
|                 | 1 <sup>st</sup> "Pennies for Friendship" due to State Treasurer   | County Treasurer                    |
|                 | 1 <sup>st</sup> Pay WAHCE dues  |                                     |
| <b>June</b>     | 5 <sup>th</sup> Reports due to President and Secretary for June Board Meeting   | State Board                         |
|                 | 23 <sup>rd</sup> - 24 <sup>th</sup> State Board Meeting at Hilton Paper Valley, Appleton, WI  |                                     |
| <b>July</b>     | 1 <sup>st</sup> UPDATE articles due to Editor (for August issue)  |                                     |
|                 | 11 <sup>th</sup> & 12 <sup>th</sup> Grandparents University, UW Madison   | Anyone, Check with Extension Office |
|                 | 18 <sup>th</sup> & 19 <sup>th</sup> Grandparents University, UW Madison   | Anyone, Check with Extension Office |
|                 | 18 <sup>th</sup> - 20 <sup>th</sup> NVON Conference in Parkersburg, West Virginia   | WAHCE Members                       |
|                 | 28 <sup>th</sup> & 29 <sup>th</sup> Grandparents University, UW Madison   | Anyone, Check with Extension Office |





# 2024 WAHCE, Inc., Calendar



| <b>Month</b>   | <b>Program, Event or Activity</b>  | <b>Person(s) responsible</b>   |
|--|--|--|
| <b>August</b>  | UPDATE MAILED  | Update Editor  |
|  | 1 <sup>st</sup> Cultural Arts registrations due to WAHCE Cultural Arts Chair   | County Cultural Arts Chair   |
|  | 1 <sup>st</sup> Award Applications due for Stitches, Services, Education, & Club   | County Coordinators  |
|  | 13 <sup>th</sup> – 15 <sup>th</sup> Farm Technology Days (Cadott, WI)  |  |
|  | 15 <sup>th</sup> WAHCE State Conference registrations due<br>Late fee after the 15 <sup>th</sup> is \$50.00              | All are invited  |
| 20 <sup>th</sup> Educational Program and Project Display Registrations due | County Coordinators  |  |
| <b>September</b>   | 15 <sup>th</sup> WAHCE Per-Conference Board Meeting  | WAHCE Board and Conference Registrar<br>County Presidents are official delegates |
|  | 16 <sup>th</sup> -18 <sup>th</sup> WAHCE Annual Business Meeting and State Conference, Hilton Paper Valley, Appleton, WI |  |
| <b>October</b>   | 1 <sup>st</sup> <i>UPDATE</i> articles due to Editor for November issue  | Conference reports and other news<br>State/District Standing Chairs              |
|  | Standing Chair Zoom meetings   |  |
|  | 21 <sup>st</sup> Reports due to President and Secretary for November meeting   |  |
| <b>November</b>  | 1 <sup>st</sup> County Organizational Sheets due to District Director State Board  | County Presidents  |
|  | 3 <sup>rd</sup> & 4 <sup>th</sup> & newly elected officers & chairs meet in Plover                                       | State Board  |
|  | 3 <sup>rd</sup> – 9 <sup>th</sup> HCE Week   | All participate  |
|  | 15 <sup>th</sup> County Organizational Sheets due to State President   | District Directors   |
|  | 30 <sup>th</sup> Articles Due for “COMMUNICATOR” to State President (Word files)   | State Board & District Chairs  |
| <b>December</b>  | Communicator Prepared and emailed sometime during January  |  |

**HCE – A New Way of Living with HCE**



## 2024 CALL FOR NOMINATIONS

The 2024 WAHCE Nominating Committee is in search of qualified candidates for the following positions on the WAHCE State Board for the service years of 2025-2027:

**International Chair      Treasurer-Elect      Wisconsin Bookworms**

The positions of Central District Director, Southwest District Director, and Southeast District Director will also be elected in 2024. The candidates from Central, Southwest, and Southeast Districts will assume their positions as a District Director on January 1, of 2025.

**The qualifications for Executive Committee and Committee Chair candidates shall be as follows:**

1. Each candidate for office shall give written consent.
2. All candidates shall be notified when they have been nominated.
3. All candidates must have served, or are currently serving in a WAHCE leadership position at the county, district, or state level

A brief list of duties for these positions follows. A more complete description is in the manual for each position. Candidates' resumes will appear in the *UPDATE* prior to the Annual Association Meeting.

Candidates for these positions will be elected at the Annual Business Meeting during the 2024 WAHCE State Conference in Appleton, and their terms will begin January 1, 2025.

Contact one of the following committee members with names of potential candidates, or mail nominations by **April 1, 2024 to Lynn Marcks, Nominating Committee Chair.** The Nominating Committee consists of the following:

### Committee Chair:

#### Central..... 2024

Lynn Marcks ..... 715-701-1620  
N2837 County Road Y, Clintonville, WI 54929  
E-mail: [nicfoundation.lynn@gmail.com](mailto:nicfoundation.lynn@gmail.com)

#### Northeast ..... 2024-2026

Terra Malama ..... 920-255-0308  
4116 Woodland Road, #1, Green Bay, WI 54313  
E-mail: [mtbo1214918@yahoo.com](mailto:mtbo1214918@yahoo.com)

#### Northwest ..... 2024-2025

Roberta Shaffer..... 715-791-4510  
6405 County Road A, Webster 54893  
[bertshaffer@gmail.com](mailto:bertshaffer@gmail.com)

#### Southeast ..... 2024

Donna Zarovy ..... 262-857-7502 or  
262-945-7502 (c)  
6207 203<sup>rd</sup> Avenue, Bristol, WI 53104  
E-mail: [zarovy@frontier.com](mailto:zarovy@frontier.com)

#### Southwest..... 2024

Shirley Steinhorst ..... 608-356-3531 or  
608-477-0875 (c)  
1050 4<sup>th</sup> Street, Baraboo, WI 53913  
Email: [shirleysteinhorst@yahoo.com](mailto:shirleysteinhorst@yahoo.com)

#### West ..... 2023-2025

Mary Ann Bays..... 608-339-6004 or  
608-547-6889 (c)  
2150 8<sup>th</sup> Drive, Adams, WI 53910  
E-mail: [baysfarm@frontier.com](mailto:baysfarm@frontier.com)

Potential candidates will be contacted by the Nominating Committee Chair and asked to submit a completed **“WAHCE Officer Candidate Information Form”, a personal biographical sketch, a letter of consent, and two endorsement letters -- one from a county officer and one from a district officer by April 15, 2024.**

## **Guidelines for State WAHCE International Chair:**



### **Election and Term:**

- The State Council elects the WAHCE International Chair to the WAHCE Executive Board for a three-year term of office. It is nonrenewable.
- Is a voting member of the WAHCE Executive Board and receives all financial reimbursements defined in the By-Laws and Standing Rules of WAHCE.

### **Duties:**

- Works directly with districts and councils to acquaint members with the programs of ACWW and our affiliation with NVON, CWC and ACWW.
- Promotes collection of Pennies for Friendship, Letter Friends and the international projects of WAHCE.
- Informs members of the resolutions and recommendations adopted at the ACWW triennial.
- Sends description of international workshops to conference chair by February 1.
- Conducts International Workshop at State Conference.
- Is responsible for collecting Pennies for Friendship at the State meeting.
- May visit each WAHCE District once during term at state expense.
- Performs additional duties as requested by the WAHCE President.
- Prepares an International Committee report to be given at each WAHCE Executive Board Meeting and/or Zoom held over the course of the year. Emails/sends a copy of report to the President and Secretary two weeks prior to the meeting.
- Attend all State Board meetings and Zoom sessions.

### **Communication:**

- Communicates with District International Chairs to assist with state projects.
- Writes articles for *Communicator* and *UPDATE* informing members of distribution of Pennies for Friendship and state international funds.
- Prepares articles of international interest for *UPDATE* magazine.
- Prepares and annual report to be included in the WAHCE Annual Report.
- The International Chair prepares a summary of the International Workshop following the annual conference and presents it at the Executive Board Meeting following conference.

## **Guidelines for State WAHCE Treasurer-Elect:**

### **Election and Term:**

- The State Council elects the WAHCE Treasurer-Elect to the WAHCE Executive Board for a one-year term of office learning the duties of the Treasurer position (2025).
- Is a voting member of the WAHCE Executive Board and receives all financial reimbursements defined in the By-Laws and Standing Rules of WAHCE.

### **Duties for Treasurer and Treasurer-Elect:**

- Shadows the WAHCE Treasurer for one year in preparation to become Treasurer for three years after serving one year as Treasurer-Elect.
- Responsible for collection and safekeeping of all WAHCE funds.
- Disburses funds at direction of WAHCE President and Executive Board.
- Invests and monitors WAHCE funds after conferring with WAHCE Finance Committee and WAHCE Board.
- Serves as Chair of the WAHCE Finance Committee.  
Presents a current financial statement at each WAHCE Executive Board meeting.

- Presents financial report, proposed budget and accountant's report of review of financial records at Annual Conference Business Meeting.
- Provides membership count to State President and Membership Chair.
- Prepares financial report of Educational Program and State Conference when completed.
- Maintains Treasurer Handbook (both electronically and hard copy).
- Each year gives notice to County Treasurers that several reports are due.
- Requests annual financial statement from District Treasurer and/or District Director and proof of filing of 990N report no later than March 31.
- Conducts Treasurer's workshop at Annual Conference on request of WAHCE Board for county and district treasurers.
- Informs Board of all donations including Pennies for Friendship and the Memorial Leadership Scholarship fund, etc.
- Files IRS Tax Form 990 annually and verifies that counties and districts have done the same.

## **Guidelines for State WAHCE Wisconsin Bookworms Chair**



### **Election and Term:**

- The State Council elects the WAHCE International Chair to the WAHCE Executive Board for a three-year term of office. It is nonrenewable.
- Is a voting member of the WAHCE Executive Board and receives all financial reimbursements defined in the By-Laws and Standing Rules of WAHCE.

### **Duties:**

- Understand and promote the Wisconsin Bookworms early reading program.
- Promote the love for books and the value of reading to children.
- With a selected team of 10-12 members, lead the review process of determining the books to be read for upcoming year.
- Order books and bookplates/labels for the WB counties. All books are billed directly to counties. Coordinator verifies with counties that they have paid their bills in a timely manner..
- Attend the State Conference in September. Plan and implement the Wisconsin Bookworms workshop for attendees.
- Plan and conduct an informational Zoom session in the spring for District Coordinators, County Coordinators, County Presidents, and interested readers.
- Work with State President and UW Madison Division of Extension Point of Contact to coordinate the creation of the Activity Sheets for the Wisconsin Bookworms program.
- Prepares a Wisconsin Bookworms Committee report to be given at each WAHCE Executive Board Meeting and/or Zoom held over the course of the year. Emails/sends a copy of report to the President and Secretary two weeks prior to the meeting.
- Attend all State Board meetings and Zoom sessions.
- Be available to visit counties and districts leading workshops/presentations promoting the Wisconsin Bookworms program. If invited by a county or District, the entity inviting Chair pays for Chair's mileage and registration.
- Serve as a resource on how to begin and/or maintain a Wisconsin Bookworms program in each HCE county.
- Assist counties with fund raising efforts/ideas. Provide grant resources on the WAHCE website.

### **Communication:**

- Communicates with District Bookworms Chairs.
- Writes articles for *Communicator* and *Update*.
- Correspond and share updated information with District Chairs, County Coordinators, and County Presidents via email and postal mail and phone calls.
- Prepares an annual report to be included in the WAHCE Annual Report.
- Coordinate with the WAHCE webmaster for posting various materials throughout the year.



## 2024 WAHCE Annual Business Meeting & Conference Invitation and Hotel Reservation Information



Come “Experience the Magic of HCE” at the 2024 Wisconsin Association for Home and Community Education Annual Business Meeting and Conference in Appleton, Wisconsin September 16<sup>th</sup> – 18<sup>th</sup>, 2024. The conference center has been newly remodeled and features great meeting rooms and very nice guest rooms. We have a great line up of speakers and workshops. There will be tours and some on-site hands-on projects for those who wish to be creative.

### Hotel Information

We will be staying at the Hilton, Paper Valley, 333 W College Ave, Appleton, WI 54911.

Guests can start making their reservations right away by either calling 1-800-774-1500 and mentioning the WAHCE Annual Meeting group block (they should not need a booking code but just in case it is WAHC). The website invitation is posted and will have a direct link.

The standard rooms have either one king bed or two queen beds and are at the \$119 rate for one or two people which includes handicap accessible rooms, \$129 for three people and \$139 for 4 people. If you want a Junior Suite, the rate is \$159.

In order to see the ADA compliant rooms on this booking link, make sure the accessible rooms box is checked on the top of the page.

<https://www.hilton.com/en/book/reservation/deeplink/?ctyhocn=ATWPVHH&groupCode=WAHC&arrivaldate=2024-09-15&departuredate=2024-09-18&cid=OM,WW,HILTONLINK,EN,DirectLink&fromId=HILTONLINKDIRECT>

### Contact:

Details and Registration for our 2024 WAHCE Conference will be in the May Issue of UPDATE or on the website [www.wahceinc.org](http://www.wahceinc.org) after May 1, 2024. If you have any questions, please contact us via phone or email.

Donna Zarovy, Conference Chair, 262-857-7502 or 262-945-7502, [zarovy@frontier.com](mailto:zarovy@frontier.com) or Linda Feucht, Conference Co-Chair, 920-387-4029 or 920-344-6406, via email at [lafeucht@gmail.com](mailto:lafeucht@gmail.com).

# WAHCE International Committee

## 2024 WAHCE International District and County Chairs

During my term as WAHCE International Chair, I am working with some very dedicated people to continue making a difference in our communities and all around the world.

**Pennies for Friendship** monies support most of the things we do. The report from last year is included in this document. **You can** specify your monies to support one of the three groups bellow.

- **Nicaragua: Support** and promote the W/NP bee keeping and honey production, Learning Centers, or shipping.
- **Ventures in People** Scholarship project.
- **ACWW** agricultural and learning projects for food production, safe water, and women's health.

**Shoeboxes** (including the white boxes supplied by W/NP): For sewing projects: scissors, thread, needles, pins, measuring tapes, bias tape etc. Also, one yard or longer lengths of cotton or light weight fabric is appropriated; Gardening boxes; trowels, clippers, cultivators, gloves, string, row markers etc.; Cooking Boxes: measuring cups and spoons, wooden spoons, whisks, spatulas, turners, tongs, meat forks, paring knives, etc.; Hair care: scissors, clippers, combs, mirrors, brushes, curlers, etc.

Pack boxes with a list of contents taped on the outside. Inside put a note with the county you are from and a picture of the members who participated. You can decorate your box if you want to.

**ACWW Resolution to** reduce food waste from the field to the family. Let us all try to throw away as little food as possible, share excess from our gardens, watch the "use by" dates on our packaged food, and appreciate having good healthy food available all year.

**Zero Hunger**, Bonnie Teeples, our ACWW USA Area President's project for this Triennial is Food Security and the United nation's millennium goal of Zero hunger by the end of the 21<sup>st</sup> century. That goal says, "It is the right of all people to always have sufficient healthy and culturally appropriate food available." We have hungry people in every nation on earth.

**My challenge to all WAHCE members** is that each one donates two extra cans of food such as chunky soup, pork and beans, beef stew, or spaghetti sauce in 2024. Include them in a donation to a food pantry in your area. That means that when there is a food drive in your area, contribute at least two **extra** cans or boxes of food sometime during this year. Then at your monthly meetings report to your international chair how many you donated. Report the number of cans your county contributed at the Spring Area meeting during the area International Chair's report. These totals will then be included in the President's report at the 2024 NVON annual conference in July and to Bonnie Teeples for her reports to ACWW.

**Orang the World:** ACWW is promoting the UNESCO campaign to eliminate violence against women and children. What can you do? Advocate for less violence. Wear your "Orange the World" button to meetings. Have a "Wear your Orange" meeting. Invite a presenter to a meeting who can speak to your group about violence in your community. Do not accept violence as normal. Speak out against it.

## **WAHCE Marketing Report 2024**

Hey! Hey My fellow HCE Marketing marketeers, not Mouseketeers!

Another good year in for marketing. If I would've known that everything for 2023 was a real hit for the state conference was going to be sold, I might have purchased more and you would've had HCE items to sell in your district totes.

800 bookmarks went just like that for Wisconsin Bookworms!

I was hoping to hear from more of you that you wanted us to keep getting them. I have to buy a much larger volume of these bookmarks in order to hold the price down for you. I only have a possibility of selling 500 bookmarks so far if you really do have an interest of purchasing them for \$.50-\$.75 let Marianne Geiger or me know or we will pass this by and not get any more bookmarks. It is all up to you.

The coffee tumblers sold out also.

I have the T-shirts in purple and green.

2023 State Conference Charms are almost sold out too!

I like to thank all of you for bringing your totes to me at the marketplace, but I am told by the board that each of you is to help me out. It is nice to have somebody help straighten and keep the marketplace looking good like Terra and I always try to do.

Terra is now Northeast District Director and she might have other responsibilities for 2024 State Conference and this is where I am counting on all of you to help me in the marketplace.

I am hoping and counting on my little elf, Chris too! She was not here last year, but she was a great help this year! I promise I'll be good to you!

If you have any questions, do not hesitate to call me and leave a message in case I'm driving down the road and can't pick up the phone. ( 920) 304-1171.

Respectfully submitted,  
Lori Hlinak  
WAHCE State Marketing Chair

## **Membership Report**

**Sheryl Smith**

I was appointed as membership chair to fill the unexpired position held by Linda Sutherland, and was just installed in November.

Phoebe Shourds held a membership workshop at the 2023 conference with 14 members attending.

A discussion was held on ways to try to get new members and I added some of my own ideas to the list:

1. Ask/invite a friend, family member, or associate that has a skill that you think your club would benefit from, include men's groups.
2. Ask teenagers to join, many of them like doing community services
3. Partner with other organizations such as girl or boy scouts, 4-H, Mom's clubs, stay at home Moms or home schoolers.
4. Offer rides, adjust meeting times to accommodate new members, reach out to new members of the community.
5. Reach out to people of other ethnicities.
6. Start a social media page and let others know about it.
7. Place handouts at various areas in the community such as libraries, senior centers, laundromats, etc.
8. Do something to promote HCE during HCE week (the first part of November). This year our county set up our story board at JoAnn Fabrics, just inside the door. We had 2 members at the site for 2 days and made a lot of contacts; have a supply of handouts available and also contact information of membership chair.
9. Do Services of Love or Stitches of Love projects, and be sure to include your county's name on items. This gets the word out about our community services. Hold educational programs in conjunction with your local community center or library. Many have regularly scheduled days to have such programs presented.
10. Maybe it would be nice to have a small sign in your yard that says "HCE Member lives here", we had one as kids that promoted our 4-H membership.

Most importantly, just talk to people about HCE and the benefits of being a member, the community services and the camaraderie with other members.





## UPDATE

As UPDATE begins its 51<sup>st</sup> year we are committed to sharing the news of HCE across the State. With your help, we will do this.

We will continue to publish your county's article in Brite Lites when your District is scheduled to report.

| <u>ISSUE</u> | <u>NEWS DEADLINE</u>    | <u>DISTRICTS FEATURED</u> |
|--------------|-------------------------|---------------------------|
| February     | January 1 <sup>st</sup> | Central & Northwest       |
| May          | April 1 <sup>st</sup>   | CONFERENCE ISSUE          |
| August       | July 1 <sup>st</sup>    | West & Southwest          |
| November     | October 1 <sup>st</sup> | Southeast & Northeast     |

Please keep your articles to approximately 300 words and observe the reporting deadline. Emailed articles are greatly appreciated.

As always, we strive to increase our subscription numbers.

I ask that you continue to promote UPDATE at your meetings and social functions.

THANK YOU for your continued support of UPDATE. Have a great 2024!

Sincerely Communicating  
*Marcelline Protheroe*  
UPDATE Editor

Email: [marcellineprotheroe6@gmail.com](mailto:marcellineprotheroe6@gmail.com)



## WISCONSIN BOOKWORMS

### *Wisconsin Bookworms reaching a milestone!*

Wisconsin Bookworms celebrated 25 years at the 2023 WAHCE Conference. Forty-three honorees were recognized for being with this reading program for 10,15,20,25 years; and eighteen counties were acknowledged for 25 years of involvement with Wisconsin Bookworms.

At the end of the school year in May, a total of 960,498 free books will have been given to 104,155 children since this reading project began in 1998. A total of 3800 children are currently receiving free books for the 2023-2024 year in 33 HCE counties.

Plans are being made for the 2024-2025 school year. In January, a Book Review Team will receive a list of books to review that can be done from their home computer via “You Tube”. The top eight books in designated categories will be chosen. Books will be ordered from Scholastics.

An Informational Zoom Meeting will be held in spring. The book selection for the 2024-2025 year will be discussed, as well as other pertinent information.

Marianne Geiger  
Wisconsin Bookworms Chair



**Wisconsin Association for Home & Community Education, Inc.**  
**Cultural & Textile Arts Show**  
**2024 Guidelines for County Chairs**



**ALL items, including Bonus Category, must be pre-registered. Registration is due August 1, 2024.** Any items NOT pre-registered will NOT be judged or displayed. Only one (1) entry on each registration form. Send all forms together immediately after the county show including written entries. A County may enter a total of 12 entries, plus one Bonus Category 20. A County cannot have duplicate entries in any lettered sub-category. The County Cultural Arts Chair must include a self-addressed postcard or email address to verify receipt of registration forms. If you do not receive verification within three (3) weeks, please call or email the WAHCE Cultural Arts Chair.

**IMPORTANT: ALL entrants MUST sign the registration form.** Please read and sign below. Entries will NOT be accepted if unsigned. Entrants will not hold WAHCE responsible for any loss or damage to any item submitted for use in the WAHCE Cultural Arts Show. Entrants give permission for their photo, photos of their entry, and/or print copies of their written entry to be used by WAHCE as seen fit. **Judges have authority to put items in the proper category, if needed.**

All work must be done by the entrant and completed after last year's county show. It must receive first place at the current year's county show or fair. All items must be clean or laundered or will be disqualified by the judge. Kits and patterns may be used if the entrant does all the work. All easels must have a securely taped label with name, county, and district.

**Color Coding of Registration Forms by Districts:**

Central – White  
 Southeast – Green

Northeast – Yellow  
 Southwest – Orange

Northwest-Light Blue  
 West – Pink

**Entry Day:** Deliver items Sunday (September 15th) from 2-7 pm or Monday (September 16th) 9-11:30 am. Judging will begin at 12:00 pm. Members may view the show after the Monday evening activity until 10:30 pm and during the afternoon and evening on Tuesday, September 17th. The viewing hours on Tuesday will be announced or posted. Times to pick up items will be posted.

Send registration and written entries to:

**Darlene Schumacher**, Cultural Arts Chairperson  
 2531 Golf Course Road, Wisconsin Rapids, WI 54495  
 Email: [darleneschumacher41@gmail.com](mailto:darleneschumacher41@gmail.com)  
 (715) 741-0503 Cell | (715) 424-2851 Home

Cut on the dotted line and send in the **SIGNED** completed Registration Form and Claim Check **with both parts filled out.**

NOTE: You will receive your Claim Check when you bring in the items.

.....

**2024 Registration Form**

**Registration # and People's Choice Vote #:** \_\_\_\_\_

Category (i.e., 2D) \_\_\_\_\_

Class (i.e. Acrylic Oil) \_\_\_\_\_

District: \_\_\_\_\_ County: \_\_\_\_\_

Name (PRINT) \_\_\_\_\_

Address \_\_\_\_\_

City/Zip \_\_\_\_\_

Email \_\_\_\_\_

Phone \_\_\_\_\_

Title/Color/Pattern Description:  
 \_\_\_\_\_

**Please read and sign:** Entries will NOT be accepted if unsigned. Entrant will not hold WAHCE responsible for any loss or damage to any item submitted for use in the WAHCE Cultural Arts Show. Entrant gives permission for their photo, photos of their entry, and/or printed copies of their written entry to be used by WAHCE as they see fit.

Signature \_\_\_\_\_

County \_\_\_\_\_ Date: \_\_\_\_\_

**2024 Claim Check      Claim Reference # \_\_\_\_\_**

Category (i.e., 2D) \_\_\_\_\_

Class (i.e., Acrylic / Oil) \_\_\_\_\_

District: \_\_\_\_\_ County: \_\_\_\_\_

Name (PRINT) \_\_\_\_\_

Address \_\_\_\_\_

City/Zip \_\_\_\_\_

Email \_\_\_\_\_

Phone \_\_\_\_\_

Title/Color/Pattern Description:  
 \_\_\_\_\_  
 \_\_\_\_\_

| Wisconsin Association for Home & Community Education, Inc.<br>Cultural Arts and Textiles Contest & Show – 2024 Categories |                                    |                                       |                                       | State Registration Deadline:<br>August 1, 2024  |  |
|---|------------------------------------|---------------------------------------|---------------------------------------|---|--|
| <b>1* - PAINTING</b>  |                                    | <b>9 – HERITAGE SKILL</b>             |                                       | <b>15 - SEWING</b>  |  |
| 1A*   | Oil                                | 9A                                    | Hardanger                             | 15A   | Children’s Wear                        |
| 1B*   | Acrylic                            | 9B                                    | Tatting                               | 15B   | Adult Wear                             |
| 1C*   | Watercolor                         | 9C                                    | Woodworking                           | 15C   | Useful Item                            |
| 1D*   | Alcohol Ink                        | 9D                                    | Basketry                              | 15D   | Purse or Tote                          |
| 1E*   | Other                              | 9E                                    | Spinning/Weaving/Dreideling           | 15E   | Pillow                                 |
| <b>2* - DRAWING</b>   |                                    | 9F                                    | Felting                               | 15F   | Item from Recycled Materials           |
| 2A*   | Pencil                             | 9G                                    | Wool Applique                         | 15G   | Wearable Access (apron, hat, etc.)     |
| 2B*   | Charcoal                           | 9H                                    | Rug Making                            | 15H   | Other                                  |
| 2C*   | Other                              | 9I                                    | Rug Hooking                           | <b>16* - BED QUILT</b>  |  |
| <b>3* - PHOTOGRAPY</b>  |                                    | 9J                                    | Quilting                              | 16A*  | Tied Quilt                             |
| 3A*   | Color – Landscape                  | 9K                                    | Other                                 | 16B*  | Hand Quilted                           |
| 3B*   | Color – Waterscapes                | <b>10 – CONSTRUCTED ORIGINAL ITEM</b> |                                       | 16C*  | Pieced-Machine/Computer Pattern Design |
| 3C*   | Color – Plants                     | 10A                                   | Clay/Pottery                          | 16D*  | Other-Machine/Computer Pattern Design  |
| 3D*   | Color – Animals/Creatures          | 10B                                   | Wood                                  |   |  |
| 3E*   | Color – People                     | 10C                                   | Fabric/Felt                           | 16E*  | Pieced-Machine Freehand Design         |
| 3F*   | Color – Skyscapes                  | 10D                                   | Other                                 | 16F*  | Other-Machine Freehand Design          |
| 3G*   | Other                              | <b>11 – PAINTED OBJECT</b>            |                                       | <b>17* - SMALL QUILT</b>  |  |
| <b>4* - CRAFT</b>   |                                    | 11A                                   | China                                 | 17A*  | Tied Quilt                             |
| 4A*   | Cards – Paper Only – 6             | 11B                                   | Glass                                 | 17B*  | Hand Quilted                           |
| 4B*   | Cards – Mixed Media – 6            | 11C                                   | Fabric                                | 17C*  | Pieced-Machine/Computer Pattern Design |
| 4C  | Scrapbooking                       | 11D                                   | Wood                                  |   |  |
| 4D  | Craft Made from Recycled Materials | 11E                                   | Ceramic/Kiln Fired                    | 17D*  | Other-Machine/Computer Pattern Design  |
| 4E  | Handcrafted Doll/Toy               | 11F                                   | Other                                 |   |  |
| <b>4* - CRAFT</b>   |                                    | <b>12 - KNITTING</b>                  |                                       | 17E*  | Pieced-Machine Freehand Design         |
| 4F  | Glass Craft                        | 12A                                   | Wearable Item                         | 17F*  | Other-Machine Freehand Design          |
| 4G  | Diamond Dot (Full)                 | 12B                                   | Wearable Accessory (hat, scarf, etc.) | 17G*  | Not Quilted                            |
| 4H  | Diamond Dot (Part)                 |                                       |                                       |   |  |
| 4I  | Other                              | 12C                                   | Afghan                                | <b>18* - QUILTED WALL HANGING</b>   |  |
| <b>5 – JEWELRY</b>  |                                    | 12D                                   | Other                                 | 18A*  | Hand Quilted Fabric                    |
| 5A  | Bracelet                           | <b>13 - CROCHETING</b>                |                                       | 18B*  | Machine Quilted Fabric                 |
| 5B  | Necklace/Pendant                   | 13A                                   | Wearable Item                         | 18C*  | Other (i.e., Embellishments)           |
| 5C  | Set                                | 13B                                   | Wearable Accessory (hat, scarf, etc.) | <b>19 - QUILTED TABLE TOPPER/RUNNER</b>   |  |
| 5D  | Earrings                           |                                       |                                       | 19A*  | Hand Quilted                           |
| 5E  | Other                              | 13C                                   | Doily/Dresser Scarf                   | 19B*  | Machine Quilted                        |
| <b>6* - POEM</b>  |                                    | 13D                                   | Afghan                                | 19C*  | Not Quilted                            |
| <b>7* - PROSE</b>   |                                    | 13E                                   | Other                                 | <b>20* - BONUS CATEGORY “The Magic of HCE” (Open to Artist Interpretation)</b>  |  |
| 7A*   | Non-fiction                        | <b>14 – HAND STITCHING</b>            |                                       | Please see <b>Entry Requirement Criteria Sheet</b> for size restrictions and entry requirements for categories marked with an (*). All entries that do not meet the entry requirements criteria will be disqualified! |  |
| 7B*   | Fiction (Short Story)              | 14A                                   | Needle Point                          |   |  |
| 7C*   | Other                              | 14B                                   | Embroidery                            |   |  |
| <b>8* - ORIGINAL PUBLISHED BOOK</b>   |                                    | 14C                                   | Cross Stitch                          |   |  |
|   |                                    | 14D                                   | Other                                 |   |  |



Cultural Arts & Textiles Contest & Show - 2024 Entry Requirements (\* explanations)

1. **Painting (1A, 1B, 1C, 1D, 1E):**  
Artwork Must be framed or canvas wrapped.
2. **Drawing (2A, 2B, 2C):**  
Artwork Must be framed or wrapped. Please spray charcoal or pencil drawings with fixative to avoid rubbing off onto other artwork.
3. **Photography (3A, 3B, 3C, 3D, 3E, 3F, 3G):**  
Size Requirement: Must be an 8" x 10" print. (Unmatted and Unframed and placed in an 8 1/2" x 11" sheet protector.)
4. **Craft (4A and 4B only):** Up to 6 cards without envelopes must be mounted as a group on a flat, sturdy display board.  
Size Requirement: No larger than 14" x 22".
6. **Poem (6)**  
The writer must have two copies typed (12 point font) which must accompany the registration form.  
Entries must NOT be framed or in book form.  
Staple a cover sheet with the category/title which is to be centered on the page.  
The name and county should appear on the back side of the entry.
7. **Prose (7A, 7B, 7C):**  
**(7A):** This Must be an original **Non-Fiction** piece of writing written or published in the current year. (August 2023 to August 2024)  
Written piece must be 3000 words or less.  
The writer must have two copies typed (12-point font) which must accompany the registration form.  
Entries must NOT be framed or in book form.  
Staple a cover sheet with the category/title which is to be centered on the page.  
The name and county should appear on the back side of the entry.  
**(7B):** This must be an original **Fiction** Short Story which has a beginning, middle, and end.  
Piece will need to be written or published in the current year. (August 2023 to August 2024)  
Written piece must be 3000 words or less.  
The writer must have two copies typed (12-point font) which must accompany the registration form.  
Entries must NOT be framed or in book form.  
Staple a cover sheet with the category/title which is to be centered on the page.  
The name and county should appear on the back side of the entry.  
**(7C): Other** This must be original piece of writing written and/or published in the current year. (August 2023 to August 2024)  
Written piece must be 3000 words or less.  
The writer must have two copies typed (12 point font) which must accompany the registration form.
8. **Original Published Book (8):**  
Copy of book must accompany the entry.  
Book must have been published in the current year. (August 2023 to August 2024)
16. **Bed Quilt (16A, 16B, 16C, 16D, 16E, 16F):**  
Size Requirement: Must be Larger than 60" x 80" (4,800 square inches). Measurement must be written on entry form and be confirmed by County Cultural Arts Chair.  
A 4x6 picture is required for this category. (The picture must be placed inside of a plastic bag along with the entry form and then attached to the right, bottom corner of quilt with a safety pin.)
17. **Small Quilt (17A, 17B, 17C, 17D, 17E, 17F, 17G):**  
Size Requirement: Smaller than 60" x 80" (4,800 square inches). Measurement must be written on entry form and be confirmed by County Cultural Arts Chair.  
A 4x6 Picture is required for this category. (The picture must be placed inside of a plastic bag along with the entry form and then attached to the right, bottom corner of the quilt with a safety pin.)
18. **Quilted Wall Hanging (18A, 18B, 18C):**  
Size Requirement: Must be no larger than 50" square.  
Only one item allowed. Must be submitted WITHOUT frames.
20. **Bonus Category (20):**  
Bonus Category Theme: "The Magic of HCE"  
Directions: This category is open to the artist's interpretation. Artists are encouraged to collect ideas from fellow club members. People can use any medium to create their one-of-a-kind pieces. Only one entry per county can be chosen to enter at the state level. This category will be judged on originality and how unique and creative the concept is along with how well it has been crafted and designed.  
Size Restrictions: 10"L x 10"W x 20"H. Sizes must be measured by the County Cultural Arts Chair and then written on each entry before it will be judged at the state level.



Wisconsin Association for Home and Community Education, Inc.



This is the header for the website at [www.wahceinc.org](http://www.wahceinc.org). Please click on the box on the right with the “X” to see what is under each category.

All counties now have a website under [www.wahceinc.org](http://www.wahceinc.org). Please check your sites and let Donna know of any changes at [zarovy@frontier.com](mailto:zarovy@frontier.com). She, along with other editors, will make them. There are a couple of counties that are not complete, we will work hard to get them up and running ASAP.

**Forms on the website: (see OTHER tab for more)** Forms are in pdf and Word

- 25 Year Membership Certificate with Borders
- 25 Year Membership Certificate
- 50 Year Membership Certificate
- Candlelight Ceremony for Installation of Officers
- Club /County Disbanding Information and Forms
- Club Treasurer Annual Report (Sample) — Excel File
- County Treasurer Annual Report Form
- 2024 Cultural Arts Entry Form
- Copyright Information for HCE newsletters
- Guidelines on the Educational Roles of Extension with WAHCE (11/2019) (pdf file)
- Letterhead for WAHCE
- Letter to All Treasurers
- Liability Insurance Order Form
- Meeting Minutes
- Membership Roll
- Membership Survey
- Memory Certificate
- New County HCE Club Form
- New County Club Guidelines
- Nicaragua Baking Items Needed and Packing Slip
- Nicaragua Sewing Items Needed and Packing Slip
- Nomination Form for Officers/Committee Chairs
- Photo Release for HCE
- Photo Release for HCE with Multiple Lines
- Organizational Chart
- Roll Call
- Scholarship Report Form
- Update Subscriptions
- WAHCE Talking Points
- Yearly Calendar of Duties

Please look under the drop-down menus for a list of officers, committees, county websites, scholarships, Wisconsin Bookworms, Awards books, educational programs since 2018, conference information and marketing information.

If you cannot find what you are looking for or see a broken link, etc., please call webmaster Donna Zarovy at 262-857-7502 or 262-857-1945.