



**Wisconsin Association for Home and  
Community Education**

*"Bring Your Passion to HCE"*

## **2025-2027 Handbook**

**Contains**

**Bylaws, Standing Rules, and Our Heritage**

## **CREED**

We, the homemakers of Wisconsin, believe in the sanctity of the **HOME**, the cradle of character, blessed by motherly devotion and guarded by fatherly protection.

**WE PLEDGE** ourselves -

to work for the preservation and improvement of home and community life,

to strive for healthier minds and bodies and better living,

to promote the welfare of our boys and girls, the nation's greatest asset,

to be true to God and country and of lasting service to our homes and communities'

*-Mrs. James Meise, Sauk County*

## **WAHCE PRAYER CREED**

God, give us the grace to see the blessings which have come from thee.

Give us the strength to do our duty, to see in everything some beauty.

Teach us that love and cheerful giving, tolerance and decent living

Make our home a place sublime, where there is no room for hate or crime.

A place where good friends gather round; where laughter, mirth, and cheer abound.

Not selfish thoughts nor worldly greed,

Let this dear Master be our creed.

*-Mrs. James Hutton, St Croix County*

## **Mission Statement of the Wisconsin Association for home and Community Education, inc.**

*HCE offers opportunities for*

- *Learning in a social setting*
- *Sharing what we learn*
- *Caring to make a difference in our homes, communities, and the world.*

## WAHCE Organizational Structure

ACWW

## Associated Country Women of the World

CWC

Country Women's Council

ACWW USA Area

NVON

National Volunteer Outreach Network

WAHCE

Wisconsin Association for Home and  
Community Education, inc.

## WAHCE Districts

## WAHCE Counties

## WAHCE Clubs

## WAHCE Members



## Wisconsin Association for Home and Community Education, Inc.



The Wisconsin Association for Home and Community Education, Inc. is a nonprofit educational organization comprised of member associations in 45 counties in Wisconsin. The organization is unique in that the members extend the information they receive from the University faculty and other reliable sources to the membership and community. Program planning and leadership training are provided by a collaborative effort of WAHCE, Inc. and University of Wisconsin Division of Extension. Educators support WAHCE through a UW Division of Extension Point of Contact and available county level Extension Educator liaisons upon request. The Extension faculty serve as liaisons to both the state and county HCE Associations. Education programs are developed after careful study of statewide concerns.

### WAHCE Values

- Families and communities
- Opportunities for personal growth through learning, sharing and volunteering
- Meeting great people and forming friendships and enjoyment
- Volunteering to make a difference
- Leadership



### WAHCE Member's Pledge



1. I will treat others in a respectful manner.
2. I will assume the best of others.
3. I will listen and make an effort to understand and respect other's point of view.
4. I will accept assignment(s) with an open mind, a willingness to learn, and be mindful of deadlines.
5. I will be dependable, recognizing the commitment and responsibility to my volunteer assignment(s).
6. I will speak and act in a way that does not demean or offend others.
7. I will be respectful of our leadership.

# WAHCE Districts



Shaded  
counties are  
non-HCE  
counties



## WAHCE County Associations by District

### Central (8)

Green Lake  
Marathon  
Marquette  
Portage  
Shawano  
Waupaca  
Waushara  
Winnebago

### Northeast (7)

Brown  
Door  
Kewaunee  
Manitowoc  
Marinette  
Oconto  
Outagamie

### Northwest (9)

Barron  
Bayfield  
Burnett  
Chippewa  
Douglas  
Dunn  
Polk  
St. Croix  
Sawyer

### Southeast (7)

Dodge  
Fond du Lac  
Kenosha  
Sheboygan  
Washington  
Waukesha

### Southwest (6)

Columbia  
Green  
Iowa  
La Fayette  
Richland  
Sauk

### West (8)

Adams  
Clark  
Jackson  
Juneau  
La Crosse  
Monroe  
Trempealeau  
Wood



# Wisconsin Association for Home and Community Education, Inc. By-Laws Handbook



## ARTICLE I – NAME

The name of this organization shall be the WISCONSIN ASSOCIATION FOR HOME AND COMMUNITY EDUCATION, INC., incorporated May 1978. The term WAHCE hereinafter shall be defined to mean Wisconsin Association for Home and Community Education, Inc.

## ARTICLE II – FUNCTIONS OF THE STATE ASSOCIATION

**Section 1.** To promote and extend education aimed toward improved family and community life in cooperation with University of Wisconsin Division of Extension Human Development and Relationships Institute staff.

**Section 2.** To extend leadership to county associations in the development of education and community outreach programs.

**Section 3.** To encourage the active participation of all members in carrying out the business and programs of the association.

## ARTICLE III – NONPROFIT EDUCATIONAL AND CHARITABLE ORGANIZATION

The State Association is a nonprofit educational and charitable organization. Any funds received by the Association for carrying out its purposes shall not accrue to the benefit of individual members. Any county association so desiring and meeting the necessary requirements shall become a subordinate of Wisconsin Association for Home and Community Education, Inc., for Internal Revenue Service nonprofit tax exempt 501(c)(3) purposes.

## ENDORSEMENT, SPONSORSHIP AND USE OF TRADEMARK

WAHCE is the exclusive owner of the name “Wisconsin Association for Home and Community Education, Inc.” and its accompanying service mark. WAHCE uses this trade name and the referenced service mark in connection with the services and programs it provides. No member, state, district or county and no non-member organization shall be permitted to use the name, service mark, logo, slogan, design, insignia, emblem, or other identifying characteristics that may now or in the future be generally used in connection with the operation of WAHCE without first obtaining approval from WAHCE.

## ARTICLE IV – DISSOLUTION

The corporation is organized exclusively for: charitable, educational, religious, or scientific purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code. Upon the dissolution of the corporation, the Board of Trustees shall, after paying or making provisions for the payment of all the liabilities of the corporation, dispose of all the assets of the corporation exclusively for the purposes of the corporation in such matter, or to such organization or organizations organized and operated exclusively for charitable, educational, religious or scientific purposes as shall at the time qualify as an exempt organization or organizations under Section 501(c)(3) of the Internal Revenue Code of 1954 (or corresponding provision of any future United States Internal Revenue Law) as the Board of Trustees shall determine.

## ARTICLE V – STATE MEMBERSHIP AND DUES

**Section 1.** WAHCE will protect and provide redress against discrimination or harassment on the basis of age, race, color, religion, creed, national origin, ancestry, sex, marital status, parental status, pregnancy, sexual orientation, gender identity or expression, cultural identity or expression, disability, veteran status or membership in the national guard, state defense force or any other reserve component of the military forces of the United States or Wisconsin

**Section 2.** Any county which has completed its organization of a County Association shall be eligible for active membership by subscribing to the Bylaws of WAHCE and paying annual membership dues.

**Section 3.** The annual dues per member shall be determined by WAHCE and is based on membership as of December 31<sup>st</sup> of the previous year, and is payable to WAHCE Treasurer by May 1<sup>st</sup>.

**Section 4.** Each county holding membership in WAHCE shall be entitled to one voting delegate at the WAHCE Annual Meeting.

## ARTICLE VI- STATE OFFICERS AND THEIR ELECTIONS

**Section 1.** The Executive Committee of WAHCE shall be President, Vice President of Program, Vice President of Family & Community Life, Secretary and Treasurer, each elected for a term of three years.

**Section 2.** There shall be six District Directors, each representing one of the WAHCE Districts of the state: Central, Northeast, Northwest, Southeast, Southwest, and West. Each District Director shall serve as a member of the WAHCE Board for a term of three years.

**Section 3.** There shall be five Committee Chairs: Cultural and Textile Arts, International ACWW Coordinator, Marketing Chair, Membership and Wisconsin Bookworms. Each elected for a term of three years.

**Section 4.** No officer listed in Section 1, 2, and 3 shall be elected for no more than two consecutive terms to the same office.

**Section 5: See also Section 13...** If no candidates can be found for an office or Committee Chair, WAHCE President, with the approval of the WAHCE Board, may appoint someone to fill the position for that term. The appointment shall not be someone already holding a voting position on the WAHCE Board.

**Section 6.** WAHCE Board shall consist of the Officers, District Directors and Committee Chairs listed in Article VI, Sections 1, 2, & 3, and the Editor of UPDATE, who are appointed by the President. All shall have full voting privileges. The immediate Past President serves as an Advisor to the current President for one year and has **no** voting rights.

**Section 7.** Election and Installation Procedure:

- a. District Directors are elected by their respective district before the Annual Association meeting.
- b. The Nomination Committee prepares a slate of nominees for WAHCE. Officer and Committee Chair positions.
- c. Installation shall take place at the WAHCE Annual Business Meeting and Conference. WAHCE Board rotation shall consist of the following rotation:

Group 1: **2025 election year**

Vice President of Program (VP Family & Community Life)  
Secretary  
Treasurer  
Membership Chair  
Cultural Arts Chair  
West District Director

Group 2: **2026 election year**

President-Elect  
Vice President of Family & Community Life  
Northwest District Director  
Southwest District Director  
Northeast District Director

Group 3: **2027 election year**

President  
Treasurer-Elect  
International Chair  
Marketing Chair  
Central District Director  
Southeast District Director

**Section 8.** The qualifications for Executive Committee and Committee Chair candidates shall be as follows:

- a. Each candidate for office shall give written consent.
- b. A candidate for President-Elect must have previously served on the State Board in the past.
- c. All candidates shall be notified when they have been nominated.
- d. Candidates' resumes will appear in UPDATE prior to the WAHCE Annual Meeting.

**Section 9.** Additional nominations may be made from the floor by any voting delegate in the meeting at which elections are to be held, provided consent has been secured and the candidate has met the qualifications listed in ARTICLE VI, Section 7: a, b, c.

**Section 10.** Elections shall be by ballot at the Annual WAHCE Business Meeting and require a majority of the total vote established by the credentials. Terms of office begin January 1

**Section 11.** If the WAHCE State Association Business Meeting cannot be held in-person, it may be held by absentee ballot following these guidelines:

- a. President prepares the Annual Meeting Notice stating that all business will be conducted by absentee ballot.
- b. The Board, Committee Chairs, District Directors, and all County Presidents shall receive the packet of materials along with a ballot.
- c. A date to submit candidates for officers and/or committee chairs not already on the ballot shall be given.
- d. A deadline to submit the absentee ballot shall be given. That date shall be no more than 14 days from the date the ballot becomes active.
- e. After receipt of all ballots the two (2) non-voting tellers, appointed by the President, shall count the votes and inform the WAHCE President of the results within 10 days.
- f. President shall then announce the results of all votes within 10 days by sending e-mail notice to the candidates, Executive Board and County Presidents.

**Section 12.** All candidates for state officers shall be selected from those who have served or are serving in a WAHCE leadership position as a member of a county, district, or State WAHCE Board. All candidates must have two endorsements, one from a county officer and one from a district officer. If there is only one nominee for office, the vote shall be taken by a voice vote.

**Section 13.** See also Section 5... Vacancies occurring on the Executive Board of WAHCE, Inc., shall be filled as follows: Office of President by Vice President of Program (until the next presidential election) or by President-Elect, if in office. Other vacancies shall be filled by appointment by the WAHCE President and then approved by the Executive Board via e-mail vote or at a regular board meeting. The appointment shall be for the balance of the unexpired term. The appointment shall **not be** someone already holding a voting position on the WAHCE Board.



## **ARTICLE VII - WAHCE ANNUAL MEETING**

**Section 1.** There shall be an annual meeting of WAHCE at a time and place to be set by WAHCE Board.

**Section 2:** In the event the annual meeting cannot be held in-person, it shall be conducted by absentee ballot in accordance with the guidelines in Article VI, Section 11.

**Section 3.** Special meetings of WAHCE shall be called by the President or by majority of the WAHCE Board.

**Section 4.** The voting delegates present at any meeting of WAHCE shall constitute a quorum. Voting delegates shall be the WAHCE Board and one voting delegate from each County Executive Board.

## **ARTICLE VIII – WAHCE BOARD**

**Section 1.** The general direction of WAHCE shall be vested in the WAHCE Board, which will be composed of the Executive Committee of WAHCE, the six District Directors, the Committee Chairs and the UPDATE Editor. University of Division of Extension Human Development and Relationships Institute shall appoint a Point of Contact of WAHCE.

**Section 2.** The WAHCE Board shall meet when necessary to transact business and determine the policies and plans for WAHCE during the interim between annual meetings. A majority of the members of the WAHCE Board shall constitute a quorum.

**Section 3.** Special meetings of the WAHCE Board shall be called by the President or by majority of the WAHCE Board.

**Section 4.** Email Voting: The following guidelines shall govern this means of communication:

1. The President shall call the meeting to order and appoint 2 non-voting members as tellers, with a message containing a subject line that says “Meeting called to Order” and begin the body of the email with that language and will contain the reason for having the meeting, present the motion which has already been seconded, and include all materials that support the necessity for the meeting.

I, \_\_\_\_\_, move that, \_\_\_\_\_ (wording of motion) . Seconded by: \_\_\_\_\_

2. The motion shall be stated in the email and members given an opportunity to respond to the motion. A vote is then taken within 72 hours of the call to order of the meeting. A quorum of votes (one-half of the membership of the WAHCE Board, plus one) is required for the meeting to be valid. The email meeting is automatically adjourned at the expiration of 72 hours. Board Members shall “reply to tellers” when sending in their response.

3. The Tellers shall tally the votes at the end of the 72-hour period and inform the President, the President will notify the Board of the response of the vote at that time.

4. The “minutes” of the email meeting shall be read into the record of the next WAHCE Board meeting.

**Section 5.** A proposed budget shall be prepared at the June Board Meeting and submitted to the Delegates for acceptance at the annual meeting.

## **ARTICLE IX – APPOINTED COMMITTEES/CHAIRS**

**Section 1.** A Committee of Minutes consisting of the Secretary (as Chair), the President, Vice-President of Program and Vice-President of Family & Community Life shall correct the working copy of the minutes of the Executive Board and Annual Business Meeting.

**Section 2.** All Committee Chairs shall have voting rights if they are members of the Executive Board. The following committees shall be appointed annually by the President:

- **Conference Committee:** The WAHCE President will appoint Conference Chair and Co-Chair. Appointee(s) may be a past District Director, current District Director, Director-Elect or any other WAHCE member of that hosting district. The Committee is appointed three years prior to conference and serves for three years. The Conference Registrar is part of this committee. Registrar is appointed for a 3-year term. Registrar is not a voting member of the WAHCE Board.
- **Finance:** Committee to include: WAHCE President, Treasurer, and Past President. It shall also include President-Elect, Treasurer-Elect.
- **Nominating:** This committee shall consist of the six District Directors. A member of the previous year's committee shall be appointed chair by the President.
- **UPDATE:** Editor shall be appointed by the WAHCE President with the approval of the WAHCE Board. Committee shall consist of UPDATE Editor and publisher.
- **Website:** The Webmaster shall be appointed annually by the President as a non-voting member.

**Section 3.** The Bylaw Handbook Committee shall be appointed in the second year of the President's term of office; recommendations for revisions shall be submitted to the WAHCE Board for approval before presentation to WAHCE for a vote in the 3<sup>rd</sup> year of the Presidents term. The revisions will be presented to the Board at the June Meeting for approval so that the Board Manual may be prepared in time for the September Meeting.

## **ARTICLE X· STATE EDUCATIONAL PROGRAM**

**Section 1.** The Vice-President of Program and the Vice-President of Family and Community Life will co-chair the WAHCE Educational Program. The Extension Point of Contact assists the Vice-Presidents and the Board in developing the educational programs and providing training opportunities.

**Section 2.** The State educational program will work with issue areas provided by WAHCE Point of Contact from UW Madison Division of Extension Institutes and selected by WAHCE Vice President of Program and the Vice President for Family & Community Life with the approval of the Executive Board.

## **ARTICLE XI - DISTRICTS WAHCE**

- **Section 1.** The state is divided into six districts. The District Director, who is elected by representatives of the County Associations in the district is a member of the WAHCE Board. The District Director is responsible for the implementation of the WAHCE functions in the District and provides communication between the County and WAHCE.

**Section 2.** Voting members shall consist of their County Presidents or their representative, District Director, District Secretary, District Treasurer; and Standing Committee Chairs.

### **Section 3. OFFICERS AND ELECTIONS:**

- The officers of the district shall be the District Director, Secretary and Treasurer, or Secretary/Treasurer; and District Standing Committee Chairs.
- A Director-Elect shall be elected one year before the expiration of the Director's term and shall be installed at the Annual Business Meeting and Conference prior to the three-year term.
- Elections to take place at a district meeting.

**Section 4.** The immediate past District Director or appointee shall serve as chair of the District Nominating Committee. Two other members shall be appointed by the District Director.

**Section 5.** Those who are serving or have served recently as members of a County Association for Home and Community Education Executive Board or who have had county leadership experience are eligible to be nominated for the offices of District Director-Elect or Secretary and/or Treasurer.

**Section 6.** All potential candidates shall be contacted by the County President and/or Nominating Committee for consent prior to being nominated for an office.

**Section 7.** Additional nominations may be made from the floor by any voting delegate at the time election is to be held, providing consent at the meeting has been secured from candidate and candidate meets necessary qualifications. This information should be given to the Nomination Committee Chair for review prior to the election at the District Meeting.

**Section 8. VACANCIES:** Vacancies in the office of the District Director shall be filled by the District Secretary until the next district business meeting, except the year a Director-Elect is in office. Vacancies in the office of the District Secretary and/or Treasurer shall be filled by an appointment by the District Director to finish the term. If there is a vacancy in both these offices, the WAHCE President shall appoint replacements from past or present county officers of the district to finish the term.

**Section 9. DISTRICT MEETINGS:** Meetings shall be held as necessary in each district according to the discretion of WAHCE and/or district membership.

**Section 10.** Policies and educational programs of WAHCE Board shall be implemented.

**Section 11.** Recommendations of pertinent concern to be made through the District Director.

**Section 12.** Collect Pennies for Friendship.

## **ARTICLE XI-A – COUNTIES OF WAHCE.**

**Section 1.** Each district of the state organization consists of counties within that district.

**Section 2.** Required officers of the county organization are President, Secretary and Treasurer, or combination thereof.

**Section 3.** Since county organizational structure may vary, standing committees will be the county's option.

**Section 4.** Length of terms of office shall be governed by each county.

**Section 5.** State membership dues are payable to the WAHCE Treasurer by May 1<sup>st</sup> each year based on membership count as of December 31<sup>st</sup> of the previous year. County's failure to pay state dues by May 1<sup>st</sup> may be cause for dissolution.

## **ARTICLE XII – TERMINATION OF OFFICE OR APPOINTMENT**

- A WAHCE officer or Committee Chair's term may be terminated by a 2/3 majority vote of the WAHCE Board.
- A district officer or Committee Chair's term may be terminated by a 2/3 majority vote of the district voting delegates.
- A 30-day notice of possible termination must be given to both voters and person involved.
- Causes for removal from office are:
  1. Continued gross or willful neglect of the duties of the office.
  2. Failure or refusal to disclose necessary information on matters of organization business.
  3. Unauthorized expenditures or misuse of organization funds.
  4. Unwarranted attacks on the officers/leaders or refusal to cooperate.
  5. Misrepresentation of the organization and officers to outside persons.

## **ARTICLE XIII – AUTHORITY IN PARLIAMENTARY LAW**

The rules contained in the latest edition of Robert's Rules of Order-Newly Revised, shall govern this organization in all cases to which they are applicable and in which they are not inconsistent with the WAHCE Bylaws. A Parliamentarian shall be present at the Wisconsin Association for Home and Community Education, Inc., Annual Meeting.

## **ARTICLE XIV – AMENDMENTS**

The bylaws may be amended by majority of the ballots cast at any regular meeting of WAHCE or by mail, provided notice of the proposed amendments has been sent to the voting delegates thirty (30) days prior to the time of voting.



# WAHCE STANDING RULES



All committees are to work as a team to promote WAHCEs. Standing Committee Chairs are elected for a three-year term and have voting privileges on the WAHCE Board

## CULTURAL AND TEXTILE ARTS

Objective:

- To encourage self-expression through all forms of creative, visual, and performing arts
- To explore the fine arts and to publicize in newsletters and other media forms
- To promote interest in educating future generations in the heritage skills

## INTERNATIONAL

Objective:

- To increase the understanding of all people of the world through study and cooperation with organizations having the same goals
- To promote the collection of Pennies for Friendship and the activities of the Associated Country Women of the World (ACWW), the Country Women's Council (CWC)
- The State International Chair works with District Chairs on International programs and projects

## MARKETING

Objective:

- Market promotional material to establish an identity for WAHCE with members and the public
- Extend awareness of the benefits of WAHCE through publicity of its programs and activities

## MEMBERSHIP

Objective:

- Provide leadership in recruiting new members and forming new clubs
- Promote WAHCE through cooperation with other organizations having the same goals
- Make members aware of the association's membership status and the importance of their role in recruiting new members
- WAHCE defines membership – Membership in WAHCE entitles all individuals who are living in the same household to take part in the activities of the organization

## WISCONSIN BOOKWORMS

Objective:

- Promotes the WAHCE Wisconsin Bookworms project
- Promotes the love for books and the value of reading to children
- Helps to select books for the upcoming year
- Maintains all records for project using the Wisconsin Bookworms guidelines
- Keeps members aware of the important information for the project

## **WAHCE APPOINTED COMMITTEE**

(serves as a voting member of the WAHCE board)

### **UPDATE - WAHCE NEWSLETTER**

Objective:

- To promote WAHCE
- Be a source of information and communication for the WAHCE organization
- To provide forms and information for WAHCE members

## **WAHCE BOARD COMMITTEES APPOINTED BY THE PRESIDENT**

### **CONFERENCE COMMITTEE**

Objective:

To create and oversee the annual WAHCE Conference according to the Conference Guidelines

### **FINANCE**

Objective:

- To create the annual WAHCE operating budget
- Presents proposed annual budget to WAHCE Board and voting delegate for adoption

### **MANUALS REVIEW AND UPDATE**

Objective:

- To review manuals from outgoing WAHCE Board Officers and Committee Chairs
- To pass an updated manual on to the incoming WAHCE Board Officer or Committee

### **NOMINATING**

Objective:

- To create the annual slate of officers for election according to the schedule in the By-Laws

### **WEBSITE**

Objective:

- To promote WAHCE
- To provide forms and information for WAHCE members
- To maintain the website following the guidelines for submission, publication, etc.

# Affiliated Organizations

## NATIONAL VOLUNTEER OUTREACH NETWORK INC., (NVON)



The National Volunteer Outreach Network, Inc., was founded in 1995 and incorporated in 1996. It is the national organization to which WAHCE belongs. Member states are Arkansas, Illinois, Indiana, Kentucky, Michigan, North Carolina, South Carolina, West Virginia and Wisconsin with a membership of over 40,000 members. NVON does not make any policy for the individual member states but does encourage states to network in reaching common goals.

NVON carries out a “Project in Common” changing every three years, rotating between an international project, a national project, or an NVON organizational project.

Each state pays yearly dues. Individual membership is available for those who wish to receive the newsletter and other correspondence. An annual meeting is held every year at the NVON National Conference, with an individual state taking responsibility for hosting the event. Any WAHCE member in good standing is eligible to attend.

Website: [www.nvon.org](http://www.nvon.org)

## COUNTRY WOMEN’S COUNCIL (CWC)



The Country Women’s Council is the United States link to the Associated Country Women of the World. The purpose of the CWC is to further the aims and activities of the ACWW. ~~Four~~ Two national organizations, National Master Farm Homemakers Guild, National Volunteer Outreach Network, Inc. (including WAHCE), and 13 independent state societies have membership in the Country Women’s Council.

CWC meets once every three years to promote the work of ACWW. CWC does not formulate policies but may offer recommendations from member societies to the international office. Each organization pays annual dues.

Website: [www.cwcusa.org](http://www.cwcusa.org)

## ASSOCIATED COUNTRY WOMEN OF THE WORLD (ACWW)



The Associated Country Women of the World is an international association devoted primarily to the interests of country women. It links together national, state and provincial societies in an association of mutual interests. Their aims are:

- To raise the standards of living and education of women and their families all over the world
- To promote international goodwill, friendship and understanding among people everywhere.
- To work together for the relief of poverty and sickness; the protection and preservation of health; and to promote and encourage education
- To work for equal opportunities for women by the elimination of discrimination because of gender, race, nationality, religion or marital status
- To act as a forum on international affairs for rural women, speaking for them with an informed voice in Councils of the world

The Associated Country Women of the World has a membership of over nine million through it’s’ over 376 member societies in over 64 countries. The association meets triennially to decide basic policies of the organization. To attend a Triennial Conference, an individual must be a life or contributing member of the organization, or a designated representative of a constituent, dues paying society of ACWW.

Website: [www.acww.org.uk/](http://www.acww.org.uk/)

## Rural Women in Action Fund

Rural Women in Action, fund is a worldwide plan by which individuals may take an active part in the work of ACWW by contributing coins or currency. This fund is the means with which ACWW does projects worldwide in three different categories. Namely.

- Climate Smart Agriculture
- Women's Health
- Education and Community Development

With this model, they work on only three projects at a time, one in each category. Doing that, they can do larger projects, positively affecting more people.

### ACWW Coordinator

ACWW has created the position of coordinator for each dues paying society. This gives WAHCE a person who is in contact with ACWW each month via Zoom. We stay informed and have a way to voice our concerns.

### ACWW USA Area



ACWW is divided into eight areas in the world. All USA Societies are members of the ACWW USA Area division of ACWW led by an area president elected by its member societies. It holds an area meeting once every three years.

### WAHCE International Contributions

WAHCE uses the term Pennies for Friendship for donations for all international projects. County treasurers collect contributions for international projects and send them to the state treasurer annually, as requested.

## WAHCE Pennies for Friendship



The WAHCE International committee makes the determination as to the projects to support each year, with approval by the WAHCE board.

### ORGANIZATIONS WE ANNUALLY SUPPORT

- ACWW Rural Women in Action fund
- Wisconsin Nicaragua Partners of the Americas
- Ventures in People

## Scholarship

AVAILABLE TO CHILDREN AND GRANDCHILDREN OF WAHCE MEMBERS

### Ruth B. Sayre Scholarship

Ruth B. Sayre was known as the First Lady of the Farm and inspired millions of rural women around the world to improve themselves and their communities. Country Women's Council, USA (CWC) offers this scholarship to a woman who shows a financial need and who has the ability to complete her education. The recipient(s) shall be paid up to the amount of \$500 for a year's study. The funds are sent to the educational institution she is attending for tuition and/or books.



# **Guidelines for County HCE Associations**

## **COUNTY MEMBERSHIP**

Membership in the County HCE Association is open to all county Home and Community Education clubs in good standing. Each club holding membership in the Association is entitled to voting privileges as stated in the county bylaws. Individual membership in the County Association is determined by the county bylaws.

## **FUNCTION OF THE COUNTY ASSOCIATION**

The function of the County Association is to extend education aimed toward improved family and community life in cooperation with the University of Wisconsin Division of Extension Health and Human Development.

## **PLANNING THE COUNTY PROGRAM**

Each County HCE Association is responsible for planning and evaluating a yearly program that meets the needs of its members. UW Madison Division of Extension Educators support WAHCE through a WAHCE Point of Contact and available county level Extension Educator liaisons upon request.

The County Association:

- Identifies the needs and concerns of the members and the community.
- Recognize achievements and leadership abilities of members and support their nomination for office (county, state, or district).
- Invite district and state WAHCE officers to county and club functions to serve as leadership development resource persons.
- Recognize achievements and leadership abilities of members and support their nomination for office (county, state, or district).
- Plans and evaluates educational and community outreach projects to meet those needs through:
  - WAHCE educational programs
  - WAHCE Committee Chairs
  - UW Madison Division of Extension educators
  - Community resources
  - Talent and expertise of HCE Members
- Extends leadership to clubs by:
  - Teaching leaders to present educational programs to members
  - Training leaders to conduct the business of the Association
- Provides service to the community through:
  - Community outreach projects
  - Cooperating with organizations and agencies having the same goals as WAHCE.
  - Develop website or Facebook page, if possible.

## **FINANCIAL GUIDELINES**

Financial support for the County Association is obtained through membership dues and special activities sponsored under the auspices of the County HCE Association. WAHCE, Inc., is a nonprofit, educational 501(c)(3) organization.

It is important that funds raised through dues and public fund-raising projects be used for education and community projects. Legitimate expenses would include organization expense, delegate expenses to conferences and educational programs, and charitable donations. (See Bylaws. Article III on page six). County HCE organizations are subordinate to WAHCE and, therefore, have their own tax ID number.

When an HCE group (club or county) decides to disband, there are legal processes to complete. These items should be started within 30 days of the decision to disband.

1. The HCE club must notify their county HCE President. If it is an HCE County group that is disbanding, they must notify the WAHCE President.
2. When a 501(c)(3) dissolves, regardless if it is an HCE Club or the County organization, the board must settle its outstanding debts and financial obligations. Any assets that remain cannot be distributed to board members or other private individuals.  
NOTE: When the County organization disbands, that means all HCE Clubs within this county are also dissolved.
3. All assets remaining after dissolution will be distributed to another 501(c)(3) organization with the same mission. Examples are:
  - HCE scholarship or Pennies for Friendship
  - Another HCE organization (club, county or WAHCE)
  - Boys & Girls Club
  - 4-H
  - Any other 501(c)3 organization with a similar mission
4. Complete the Club/County Disbanding forms and send to the County HCE President for club disbanding or to the WAHCE President if a County organization is disbanding.
5. In the case of a County HCE group, file a final 990 e-postcard and a copy of the filing acceptance is sent to the WAHCE Treasurer.
6. Clubs/Individual are encouraged to seek continued membership in a neighboring county or Individual Membership.

## **Guidelines for County HCE Clubs**

Local HCE clubs offer members opportunities for continuing education, improving leadership skills and providing service to their communities. Clubs should understand the purpose and objectives of the WAHCE Association. Every club should strive for educational programs and activities that are meaningful to its members and they are encouraged to participate in the county education programs. Each club elects its own officers and has representation in the County HCE Association according to the county bylaws.

### **Keys to a Successful Meeting:**

Suggested Order of Business:

- |                       |                        |
|-----------------------|------------------------|
| 1. Homemaker's Creed  | 6. Treasurer's Report  |
| 2. Roll Call          | 7. Committee Reports   |
| 3. Program/Project    | 8. Unfinished Business |
| 4. Business Meeting   | 9. New Business        |
| 5. Secretary's Report | 10. Homemaker's Prayer |

### **Program Presentation:**

- Set goals; determine what is to be accomplished by the program.
- Be prepared, know the subject; have lesson materials, visual aids, etc., ready.
- Plan an activity that will stimulate discussion.
- Close with a review of the main points of the program and give sources for further study.

## HCE Member:

HCE is an all-volunteer organization. Its success depends on the support and involvement of its members. They are encouraged to:

- share their talents and expertise
- share leadership responsibilities as a program leader or officer
- support fund raising projects
- assist with community outreach projects
- recruit new members and/assist new groups
- individual or household memberships are available

## Guidelines for HCE County Officers

### COUNTY PRESIDENT

- Prepare and print agenda for County Executive Board and Association meetings.
- Secure location and conduct County Executive Board and Association meetings.
- Attend the Spring and Fall District meetings as county representative; present county concerns at district meetings and share information with county members.
- Attend WAHCE Annual Business Meeting and Conference as county representative.
- Review annually the Talking Points as well as the County By-Laws, Rules and Regulations.
- Elect/appoint county Program Coordinator and Community Outreach Coordinator in accordance with the county bylaws. Have coordinators or substitutes attend WAHCE educational programs to share information with the county.
- Have Committee Chairs attend district and/or state workshops to share information with the county.
- Hold orientation meetings for county officers and chairs as applicable.
- Encourage subscriptions to UPDATE for all County Executive Board members.
- Share all pertinent information received in UPDATE and the *Communicator* with county membership. This may be via a newsletter, e-mail or other communication tool.
- Send county newsletter to State President and WAHCE Board via e-mail if possible.
- Guidelines for Committee Chairs, information and forms for officers are distributed in the *Communicator*. County Presidents are responsible for distributing a copy to the appropriate chair and keeping a copy in the President's file.
- Submit county members names qualified to serve at district level.
- Transfer all pertinent materials at the end of term to successor.
- Keep District Director updated on county organizational changes and contact with questions and concerns.
- Prepare county organizational sheets (typed) and return to the District Director by due date.
- If a District Director is invited to attend a county function during the Director's term of office it shall be at county expense.
- Assist district with Annual Business Meeting and Conference duties when applicable.
- Serve as host county for district meeting as per guidelines.
- Encourage county members to participate in district functions.
- Promote the WAHCE mission statement and enhance the Association's image.
- Make sure the County Treasurer has filed the Form 990N electronically and documentation was sent to State Treasurer by March 31<sup>st</sup> and kept in County file.

## **COUNTY SECRETARY**

- Keep the minutes of the Executive Board and County Association meetings.
- Complete secretarial duties as described in county guidelines and as assigned by the President.
- Preserve all records and reports and pass pertinent records on to successor including program books/historical materials, etc.
- Attend District and State Secretary workshops when available.

## **COUNTY TREASURER**

- Assume responsibility for collection, safe-keeping, and expenditures of all county funds.
- Keep accurate ledger records of all receipts and disbursements.
- Prepare the annual budget with the help of a budget committee for presentation at the Association Meeting.
- Prepare and present financial statement at regular meetings of the County Executive Board and County Association meetings.
- Prepare year-end financial statement and send copy to State Treasurer by March 31.
- Maintain membership records, collect state, district, and county membership dues annually.
- Send copy of membership list to County President and Secretary.
- Send District portion of dues to District Treasurer when due.
- Send State portion of dues to State Treasurer by May 15.
- Send donations to State Treasurer by May 15 of each year, including Pennies for Friendship.
- All checks sent to the State Treasurer should be made payable to WAHCE, Inc.
- The Internal Revenue Service Form 990N is to be electronically filed and documentation sent to State Treasurer by March 31<sup>st</sup> and kept in County file.
- Arrange for review of Treasurer's records annually.
- Pass all pertinent records on to successor.
- Attend District and State Treasurer's Workshop when available.

## **COUNTY OFFICERS AND COMMITTEE CHAIRS**

- The county officers and committee chairs will identify needs of their county after consulting with HCE Club members.
- The county officers and committee chairs will establish county priorities and plan the county program which would include securing a location, planning for reservations, and photo releases when applicable. Promote educational programs in local media.
- Prepare county program schedule and distribute to members.
- The county officers and committee chairs or substitutes shall attend the WAHCE Educational Program and plan one or more programs using information from it.
- UW Division of Extension Educator may be consulted on the development of an educational program that includes university and community resources.
- The county officers and committee chairs shall present the program to the County Executive Board for approval.
- Identify, motivate and provide opportunities for members who may be potential organizational and educational leaders.

## UNIVERSITY OF WISCONSIN DIVISION OF EXTENSION HUMAN DEVELOPMENT & RELATIONSHIPS INSTITUTE EDUCATORS

Department of Youth, Family and Community Development Educators are UW Madison Division of Extension faculty and academic staff members, employed in counties where they are responsible for programming from the Youth and Family Institute or Communities Institute or Health and Well-Being Institute. They teach research based subject matter and serve as liaisons to county HCE Associations.

Danielle Y. Hairston-Green  
Director, Human Development & Relationships Institute  
UW-Madison Division of Extension  
637A Extension Building  
432 North Lake Street  
Madison, WI 53706  
Phone: (608) 262-6287

Sara Richie, WAHCE Point of Contact  
Life Span Outreach Program Manager  
[sara.richie@wisc.edu](mailto:sara.richie@wisc.edu)  
[\(715\) 479-3739](tel:(715)479-3739)

To support WAHCE, county-based UW Madison Division of Extension Educators may, upon request:

- Teach or facilitate educational programs at the county, district or state levels using research-based subject matter.
- Assess and address WAHCE organizational and leadership development training needs.
- Provide information about current county needs.
- Consult on the development of an annual education program that includes university and community resources.
- Connect organization to Extension programs or speakers.
- Suggest local educational resources for programs.
- Support the development of teaching skills of county officers and project leaders.
- Support Education Program trainings.
- Serve as a resource for educational program evaluation.

## OUR HERITAGE

In 1914 Congress passed the Smith-Lever Act which established the Cooperative Extension Service. The law provided for cooperation between U.S. Department of Agriculture and land-grant colleges in conducting "practical demonstrations" in agriculture and home economics for persons not attending college.

During World War I, 15 emergency home demonstration agents began work in 17 counties to teach the use of wheat, sugar and meat substitutes. Nellie Kedzie Jones, the third State Leader of Home Economics Extension worked tirelessly for 15 years to have home agents established in counties and Home Demonstration Clubs organized throughout the state. Records show that in 1932 she organized 690 clubs in 43 counties. It was under her guidance that the project leader system originated.

The first meeting to consider the formation of a state Home Demonstration Council was called by State Leader, Blanche L. Lee in 1939 during Farm and Home Week on the UW-Madison campus. A state Home Demonstration Advisory Committee met June 3, 1939 to elect officers. The first official meeting of presidents of county Home Demonstration Councils was held January 30, 1940, 22 counties were represented. The purpose of the council was to:

- provide representation of rural women on state committees concerned with issues which affect home and families in rural communities
- develop an awareness of national and international interests and needs
- develop leadership abilities of rural women
- facilitate statewide acquaintances of rural women

In 1969, the Wisconsin Home Demonstration Council changed its name to the Wisconsin Extension Homemakers Council. In 1993, the organization followed the lead of the national association and became the Wisconsin Association for Family and Community Education. The following year the state association voted to withdraw from the national association and chose the name, Wisconsin Association for Home and Community Education, Inc.

In the past 78 years there have been many other changes in the organization. Membership today includes both rural and urban members and is open to men as well as women. Although changes in technology, life-style and the role of women and men has brought about changes in programming, our valuable partnership with UW-Extension continues and the goals set in 1940 are as important today as they were then.

We continue to care about families and communities; encourage members to assume leadership responsibilities and strive for international understanding and friendship.

From early 2016 thru 2018, UW-Extension reorganized. Major changes occurred in local county offices with perhaps no Youth, Family and Community Development educators in some counties. Because of the many changes occurring with UW-Extension the Memorandum of Agreement has been revised in 2018 to a new document "Guidelines for WAHCE/ HCE and UW-Extension Relationship".

## MILESTONES

**1940** County Home Demonstration groups organized a state council in January 1939 during Farm and Home Week, through the efforts of Blanche L. Lee. It was called the Wisconsin Home Demonstration Advisory Council. First state meeting with presidents of the county councils meeting with the State Advisory Council. Twenty-one counties were represented.

**1940-43** Constitution and bylaws adopted. Creeds I and II were selected. Annual meetings held in Madison during Farm and Home Week.

**1945** No meetings held because of the war.

**1946** Wisconsin Council officially joined the National Council.

**1947** The Nellie Kedzie Jones Scholarship was initiated.

**1948** Revised constitution provided for the division of the state into seven districts. First district chairman and vice-chairman were elected.

**1949** The Home Demonstration Pin was recommended for use in Wisconsin.

**1950** Upham Woods Project was begun. Decision made to hold annual meeting in summer instead of during Farm and Home Week.

**1951** State bus chartered for Boston National meeting. Forty-two persons attended.

**1955-57** First Handbook printed.

**1957** Affiliation with ACWW took place. Holding state and district meetings in alternate years was adopted on a trial basis, and no state meeting was held in 1958.

**1959** Annual meetings of state council resumed, voted to hold district meetings annually. Mrs. Lawrence Fisher elected National Extension Homemakers Council Central Region Director.

**1960** National Extension Homemakers conference held at UW-Madison.

**1961** The three-year term of office initiated; a \$500 gift was presented to the Susan B. Davis House for books in honor of Blanche L. Lee.

**1964** First College Week for Women sponsored by Wisconsin Home Demonstrators Council. Cultural Arts and Community Development Chairmen appointed, making a total of eight education chairmen.

**1967** WEHC manual introduced and used by local club members as well as officers and education chairmen, used on the county, district, and state level.

**1969** National meeting of CWC held in Madison. Name changed from Wisconsin Home Demonstration Council to the Wisconsin Extension Homemakers Council.

**1971** Separated WEHC annual meeting from College Week.

**1972** Theme "Each One Bring One" used for membership drive.

**1973** First issue of UPDATE mailed to every member. Treasure Trails was cultural arts project.

**1974** "Let's Communicate" theme.

**1975** State annual meetings to be rotated on a district basis. Wisconsin third in Treasure Trails sales. Bumper sticker project for Upham Woods and a slide presentation, "What Is Extension Homemakers" made available.

**1977** "Extend Extension" theme. Henrietta Sannes elected NEHC Central Region Director. Trauma Society banner completed.

**1978** WEHC obtained a nonprofit, educational, and charitable tax exempt status from I.R.S. WEHC filed Incorporation papers. Barbara Klug appointed to represent Central region on the NEHC Young Extension Homemakers Advisory Committee.

**1979** Task Force on Relationships between Wisconsin Extension Homemakers Council, Inc., and UW-Extension Family Living Education established in April. Housing-Energy-Environment established as an education area.

**1980** "Extension Homemakers and Then Some" theme. College Week for Women held at UW-Madison and at UW-Stevens Point. Membership and Public Relations established as Standing Committees.

**1981** Guidelines for Individual Membership adopted. Wisconsin Extension Homemakers planted 129,344 trees during NEHC Week in the Plant the Seeds of Education Project. Fran Isaacs appointed as NEHC Public Relations Chairman. Sauk County Homemakers Chorus performed at NEHC Conference in Durham, NH. Wisconsin Extension Homemakers received an Award of Commendation from the National Safety Council. The Memorandum of Agreement between WEHC, Inc., and UW-Extension Family Living Education was completed. Program of Work changed to Education Program. Community Development discontinued as an education area. Citizenship changed to Citizenship and Community Outreach. WEHC records stored in the Archives of the Wisconsin Historical Society and microfiched.

**1982** Young Extension Homemakers representatives met with the Membership Committee. Membership Traveling Trophy Award established. ACWW World President, Ziny Westerbring-Muller, visits Wisconsin. WEHC, Inc. becomes a charter member of the Wisconsin Council on Agriculture/Research, Extension and Teaching. NEHC Central Region Leadership Training meeting in Stevens Point, WI. Country Women's Council meeting held in Stevens Point, Wisconsin. "Plant the Seeds of Education" theme.

**1983** "Reach and Teach" theme. Guidelines for district meetings were developed. The WEHC/UWEX COMMUNICATOR was initiated. The county education chairman handbook revised.

**1984** The county vice-president handbook finalized. An "Impact of Her Spirit" grant received from Wisconsin Humanities to train volunteers for Oral History project.

**1985** An annual WEHC state conference handbook was developed. The District Chairman name changed to District Director. Family Community Leadership, (FCL), a statewide program started. The Safety Belts Program received a grant from the National Highway Traffic Safety Administration via the NEHC.

**1986** "The Rainbow Dimension" theme, highlighted with a state pin. Mae Flaig elected NEHC Central Region Director. College Week became College Days and the Memorial Fund established. ABC's Nursery grant received for the YEH program. The Safety Belts program received a second grant.

**1987** WEHC, Inc., Gold Cookbook and Taste Wisconsin History Cookbook/ Reader published. WEHC received NAEHC award for support of UWEX. A second grant was received by "Impact of Her Spirit". Betty Hilbert, installed as NEHC president, with term starting in 1988. Changes were made in WEHC education/committee.

**1988** A \$50,000 grant was received from the W.K. Kellogg Foundation to fund the program training volunteers (WFCL) for three years. WEHC, Inc. received the 501(c)(3) status of Incorporation making WEHC eligible to receive grants. Ayse Somersan appointed as Dean of UW-Cooperative Extension. DOT provided a \$10,000 grant for the Safety Belt Program. The first WFCL Institute "Connect and Empower" was held in Stevens Point. The audiovisual program for "Impact of Her Spirit" received a grant for production purposes.

**1989** Dr. Ellen Fitzsimmons named to direct UW-Cooperative Extension Family Living Education Program. WEHC members attended an ACWW Triennial Conference in Missouri. Marinette County Extension Homemakers were presented a plaque from WEHC for their 40 years in forestry planting.

**1990** Ann Keim named UW-Extension Volunteer Program Specialist and Advisor to WEHC, Inc., Mae Flaig elected to NEHC, Inc. Board as Vice-President for Public Policy. Sharing their 50th anniversary, WEHC, Inc. hosted the 54th NEHC, Inc. Conference in Milwaukee. "Fifty Years and Then Some", a 'showcase of WEHC memorabilia was displayed at the NEHC Conference.



**1991** "You Can Make a Difference", a WFCL Institute was held in Madison, NEHC, Inc. restructured program areas-Issues/Focus, naming the second full week in October as NEHC Week.

**1992** NEHC became NAFCE (National Association for Family and Community Education) on February 27, 1992. The business meeting with county presidents held at the annual conference in Green Bay. The WEHC name was changed to the Wisconsin Association for Family and Community Education in January, 1993.

**1993** Annual Conference held at the Telemark Lodge, Cable, WI. NAFCE President, Judy Weinkauff was the guest speaker. She spoke on the need for the dues increase voted on at the NAFCE Conference in New Orleans, LA, August, 1993. The WAFCE Council at annual business meeting voted to table decision on dues.

**1994** A special council meeting was held at Stevens Point in March. A survey and vote had been taken in the local clubs. County Presidents voted to withdraw from the National Association. Annual Conference held at Stevens Point. The Presidents at the business meeting chose Wisconsin Association for Home and Community Education for our new name.

**1995** Gloria Green, Program Specialist became the WAHCE, Inc. Advisor. Boris Frank Associates presented a Long Range Planning Plan for WAHCE, Inc. The new logo was sketched by Mary VanderVeen and UPDATE had a new look. Sesame Street Pep with Wisconsin Public Television and UW-Extension. Leadership Institute was started.

**1996** Membership/Marketing Focus - Each One Reach One.

**1997** Finance Committee was appointed by Joyce Fieldstad, WAHCE President.

**1998** WAHCE receives grant from UW-Extension Vice Chancellor's Office to launch the First Book project, which is part of the "Ready to Learn" component of Wisconsin Public Television. State President Winnie Joos leads delegation to ACWW Triennial Conference held in Pretoria, South Africa. President Joos among seven State Presidents who attended NVON meeting in Warsaw, Indiana. Past State President Joyce Fieldstad, elected Vice President NVON.

**1999** U.S. Forest Service requests help from WAHCE to coordinate the project of gathering 5,000 ornaments for the Millennium Tree, which came from the experimental forest near Rhinelander and was placed on the U.S. Capitol grounds in Washington, D.C. State President Winnie Joos and Cultural Arts Chair Char Schmidt attend the tree lighting, along with a delegation of HCE members. First Book project grows with counties seeking local funding. Leadership Institute theme, Early Childhood Brain Development and Media Violence. First organized NVON meeting held in Columbus, IN, delegation from state attends. Membership/Marketing Committee splits to put more emphasis on membership.

**2000** WAHCE celebrated its 60th Anniversary, Past Presidents were honored at State Conference, and counties received 1,000 bookmarks to distribute locally. The First Book project continued to grow as more counties and mentors participated. Diversity was theme of Leadership Institute. President Joos and four board members attend NVON Conference in Louisville, Kentucky.

**2001** Sixteen members attend the ACWW Triennial in Toronto, Ontario, Canada. First Book project continues to grow. Fire Up For the Best of Your Life and Social Class Diversity were the topics for the Leadership Institute. Delegation attends NVON Conference in Parkersburg, WV. State Standing Committees meet in October at the Lions Camp, Rosholt. Website established.

**2002** First Book Advisory Team organized to make decisions for the ever growing First Book project. A Treasurer-elect position is established on the state board. Theme of Leadership Institute is Team HCE. Thirteen attend the NVON Conference in Springfield, Illinois.

**2003** UPDATE celebrates its 30th Anniversary with a treasure chest of prizes and party at state conference. The Leadership Institute, A New Adventure, is presented via compressed video in eight district locations. WAHCE Board and members host the 5th Annual NVON Conference in Janesville, WI at the Holiday Inn Express Hotel & Convention Center. First Book in its fifth year reaches more than 5,000 children.

**2004** WAHCE begins its three year theme **"HCE Cares about Families and Communities"** and focuses on building, nurturing, and increasing citizen participation in our communities. A new website is created, [www.wahceinc.org](http://www.wahceinc.org), and Donna Zarovy of Kenosha County is named Webmaster. State board continues to hold four state board meetings a year and uses e-mail communications. Membership in WAHCE is defined and entitles all individuals who are living in the same household to take part in the activities of the organization. Gloria Green retires December 31 as UWEX WAHCE advisor. Lynda Pracht of St. Croix County is selected committee member of ACWW's Promotion and Publications Committee. Ardith McDowell retires as ACWW Letter Friend Coordinator, and WAHCE creates an International scholarship in her honor.

**2005** Shelley Tidemann is named new UW-Extension WAHCE Advisor as of January 1. Program in a Box makes a new debut in CD format with newly updated programming and is sent to each County UW-Extension Office. WAHCE celebrates its 65th anniversary at the Kalahari in Wisconsin Dells with a record attendance of 444, and all received an anniversary bookmark. WAHCE combines its eight districts into four for the sole purpose of conference planning to be effective in 2008. WAHCE continues its efforts to supply sewing centers in Nicaragua and its collection of Pennies for Friendship for Associated Country Women of the World. Strategic Planning under the direction of Shelley Tidemann and Jim Hovland of Fond du Lac County is commenced at the state board level. NVON celebrates its 10th anniversary with a membership of seven formerly FCE states.

**2006** WAHCE promotes statewide membership program "Walk About Wisconsin and Talk About HCE" with prizes awarded at the State Conference. WAHCE's Leadership Institute is incorporated into the body of the conference. Wisconsin First Book program issues an impressive Impact report. Almost 50,000 books at a cost of \$140,000 raised by 53 HCE counties are now being read to 6,030 children by HCE members and friends across the state. Results of strategic planning efforts are announced at conference. NVON grows by one more state, North Carolina ECA, making a total membership of eight states. State President, Judy Bender, of Green Lake County is named to a three-year term starting January 1 as Chair of Country Woman's Council USA.

**2007** The statewide literacy program continues strong under its new name - Wisconsin Bookworms™. Five Wisconsin HCE members attended the 25th ACWW Triennial in Turku, Finland. "Winning the Way for Women" was the theme. WAHCE begins its three year theme "HCE - Building Through Communication". Leadership Institute was changed to P.O.O.L. (Program, Outreach, Opportunity, Leadership). "HCE - Caring to Make a Difference" is the new tag-line. Yvonne Belonga, Northeast District, is appointed Chair for the 2011 NVON conference to be hosted in Wisconsin.

**2008** WAHCE raised funds and paid for a well in Tanzania. Wisconsin Bookworms™ celebrated the 10th Anniversary. "Wiggly" the Wisconsin Bookworm™ makes its debut at State Conference. WAHCE was honored to host three guests at the State Conference: Rose Rajbansee, ACWW Area President for the Caribbean, Central and South Americas; Louise Nichols, ACWW Area President for the USA; and Ruth Ann Anderson, NVON President.

**2009** WAHCE continues to promote statewide Membership program - "JOIN HCE NOW - SAVE YOUR MONEY AND H.O.W." Wisconsin Bookworms" banners, comprised of blocks designed by participating counties, are completed and available for display.

**2010** Celebrated 70<sup>th</sup> anniversary. ACWW Triennial was held in USA in Hot Springs, AR. Henrietta Sannes resigned as UPDATE Editor and Marcelline Protheroe was appointed Editor. The International Committee sponsored a water system project in Owe, Cameroon.

**2011** In January the State Board meeting was conducted by Wisline for the first time. Discontinued Family Life Committee and will use the P.O.O.L. for that programming. WAHCE hosted the NVON Conference in Green Bay in July. Baking and sewing supplies sent to Nicaragua. The Wisconsin Bookworms™ program gave out the 500,000<sup>th</sup> book.

**2012** Wislines and emails are used for much communication now. At the annual state conference WAHCE voters passed the bylaw change that moves us from eight districts to six. WAHCE received the “Friend of Wisconsin/ Nicaragua Partners” award at the annual state conference in Middleton.

**2013:** This year WAHCE transitioned our organization from eight to six districts. Using technological advances the WAHCE board held two of the five board meetings via Wisline (conference call). Wisconsin Bookworms™ celebrated its 15th year. Membership committee introduced a Membership Challenge an outreach to help introduce WAHCE to our communities and increase membership. WAHCE supported the NVON Project in Common, “Water Around the World” emphasizing water filters. WAHCE sponsored a water well in Bangladesh. WAHCE past presidents represented and were the WAHCE delegates at the ACWW Triennial in India.

**2014:** WAHCE introduced the “Impact of HCE” program where county member volunteer hours are reported to the Vice President of Family and Community Life to be tabulated and reported at the annual business meeting. New District banners were made representing the six districts and paraded in at the beginning of the 2014 state conference by the district directors. The board approved WAHCE creation of a Facebook page. WAHCE hosted the Country Women’s Council (CWC) conference in September. WAHCE continues to support the NVON Project in Common, “Water Around the World” collecting funds for water filters. WAHCE carries on our support of Wisconsin Nicaragua Partners.

**2015:** WAHCE celebrated its 75<sup>th</sup> diamond anniversary. The 55+ year members were recognized by a Diamond Member display at conference, received a certificate and a 55+ year charm. At the annual business meeting the delegates approved changes to the by-laws; changed the P.O.O.L. name to WAHCE Educational Program, inserted the WAHCE Members Pledge, added email voting, and made other needed changes. Due to budget constraints the delegates voted to eliminate the Jones Lee Scholarship and Wisconsin Bookworm™ refunds to the counties. WAHCE supported the CWC ACWW Mongolian Greenhouse project and the ACWW “Women Walk the World” and “Tea Time” programs to support Pennies for Friendship. We continue support of the NVON “Water Around the World” water filter program and provide needed supplies to Wisconsin Nicaragua Partners.

**2016** This year a manual has been completed for all WAHCE committee chairman of their monthly duties. The Early Readers Literacy committee was developed to help promote monies for all county reading programs. Due to the budget cuts – UW Extension is going through major changes to personnel and services throughout Wisconsin. Four delegates from Wisconsin attended the ACWW conference in Coventry, England.

**2017** WAHCE continues to raise funds for water filters for Nicaragua and Africa. WAHCE also still supports Wisconsin Nicaragua Partners. Additionally, scholarships are provided to students through Ventures in People.

**2018:** Wisconsin Bookworms celebrates its 20<sup>th</sup> year. WAHCE hosted the NVON Conference in Pewaukee in July. VP of Family and Community Life introduced “HCE Healthy Lifestyle”. WAHCE supported Ventures in People scholarships, funding for adult women in Haiti to attend classes and the International Committee continues to support Water Around the World and to supply items to the various learning centers in Nicaragua. Due to the fact that UW Extension will now be under the auspices of UW-Madison the Memorandum of Agreement has been revised to a new document “Guidelines for WAHCE/ HCE and UW-Extension Relationship”.

**2019:** Wisconsin Bookworms is no longer supported by Wisconsin Public Television. The annual conference was held in Manitowoc. We continue supporting Wisconsin Nicaragua Partners with monetary and physical donations. WAHCE now maintains its own website.

**2020:** For the first time the WAHCE Annual Conference was cancelled due to the COVID-19 pandemic. The Annual Meeting was held by paper ballot. A huge change in support from University of Wisconsin Division of Extension has occurred. They are only supporting our educational programs and not providing administrative assistance. Shelley Tidemann was the last WAHCE Family Living Educator Liaison. The position has now been changed to University of Wisconsin Madison Division of Extension.

**2021:** COVID-19 is still impacting WAHCE. The first six months of the year most events were cancelled. Social distancing and the wearing of masks is still in effect. The Annual Business Meeting and Conference are being held at the Holiday Inn in Stevens Point.

**2022 “A New Way of Living with HCE” is President Eileen’s theme for her three years.** Change has been the theme for many things since covid-19. Membership has fallen in HCE; some meetings are being held via zoom. ACWW drops Pennies for Friendship as their project fund name with the new project fund being called “Rural Women’s Action Fund”. WAHCE will continue using Pennies for Friendship as the name for international our donations.

**2023** Bee-Cause is the catchy term for planting gardens for pollinators. Update celebrated its 50<sup>th</sup> birthday; Wisconsin Bookworms celebrated its 25<sup>th</sup> birthday.

**2024** COMMUNICATPR no longer printed and mailed, but available to all on line. President Eileen and a few others attended the Illinois (IAHCE) HCE Centennial.

## **Wisconsin Extension Homemaker Council Presidents**

1939	Mrs. Albert Erickson	Trempealeau County
1943	Mrs. George Alberts	Marathon County
1947	Mrs. Morton Geraldson	Manitowoc County
1949	Mrs. Eugene Dietz	Dane County
1951	Mrs. John S. Ramsey	Marinette County
1953	Mrs. Edwin Chelmo	Burnette County
1954	Mrs. Lawrence Fisher	Manitowoc County
1957	Mrs. Melvin Puler	Columbia County
1959	Mrs. Edward Neubauer	Chippewa County
1962	Mrs. William Kitzrow	Racine County
1964	Mrs. James Ray	Eau Claire County
1967	Mrs. Marlin Steinbach	Waupaca County
1970	Mrs. Reuben Johnson	Polk County
1973	Mrs. Henrietta Sannes	Portage County
1977	Mrs. Glen Hoberg	Pierce County
1980	Mrs. Al Hilbert	Door County
1983	Mrs. Norman Flaig	Monroe County
1986	Mrs. John Anderson	Sauk County
1989	Mrs. Tom Bobrofsky	Clark County
1992	Mrs. Jean Hollander	Green Lake County

## **Wisconsin Association for Family and Community Education President**

1993	Mrs. Jean Hollander	Green Lake County
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## **Wisconsin Association for Home and Community Education, Inc., Presidents**

1994	Mrs. Jean Hollander	Green Lake County
1995	Mrs. Joyce Fieldstad	Lafayette County
1998	Mrs. Winnie Joos	Eau Claire County
2001	Mrs. Mary VanderVeen	Walworth County
2004	Mrs. Judy Bender	Green Lake County
2007	Mrs. Marcelline Protheroe	Waushara County
2010	Mrs. Lylene Scholz	Manitowoc County
2013	Mrs. Betty Anne Tubbin	Lincoln County
2016	Mrs. Joan Staffon	Jackson County
2019	Mrs. Donna Zarovy	Kenosha County
2022	Mrs. Eileen Gottbeheat	Monroe County
2025	Mrs. Phoebe Shrouds	St. Croix County

## WEHC Conferences and Themes

1947-49	Todays Home Builds Tomorrow's World .....	Madison
1950	Home- Fountainhead of Democracy.....	Madison
1941-52	Family Responsibility in Today's World .....	Wausau
1953-54	Todays' Home Builds Tomorrow's World.....	Green Lake
1955	Security – Today's Challenge.....	Stevens Point
1956	As Leader One Serves.....	Green Lake
1957-58	Prepared Unto Every Good Work.....	Green Lake
1959	Open Doors to Opportunity .....	Stout, Menominee
1960	Toward Wider Horizons Through Education, Communication – Action .....	UW-Madison
1961	Education for Today's Living .....	UW-Madison
1962	The Unfinished Work .....	UW-Madison
1963	Women's Contribution in Today's World.....	UW-Madison
1964	Creative Approach to Homemaking.....	UW-Madison
1965	Education for Action .....	UW-Madison
1966	Stimulate, Evaluate and Appreciate .....	UW-Madison
1967-69	Education in Action .....	UW-Madison
1970	Launching the Homemaker Program.....	UW-Madison
1971	Are You Informed? .....	UW-Madison
1972	Each One Bring One .....	UW-Madison
1973-74	Let's Communicate .....	Lake Delton-Green Lake
1975	Our Organization – Our Leadership Roles .....	Green Lake
1976	Living with Change.....	Telemark, Cable
1977	The Home is the Center, But not the Circumference.....	Pioneer Inn, Oshkosh
1978	The Keys to the Treasures of Life Is Education .....	Civic Center, Eau Claire
1979	Working Together for a Better World .....	Oconomowoc
1980	Extension Homemakers and Then Some .....	Eagle Waters, Eagle River
1981	Care Enough to Reach Out.....	Radisson, LaCrosse
1982	Plant the Seeds of Education .....	Sheraton Inn, Madison
1984	Where Rail Meets Sail.....	Wessman Arena, UW-Superior
1985	Central Points the Way .....	Holiday Inn, Stevens Point
1986	The Rainbow Dimension .....	Civic Center Inn, Eau Claire
1987	Extending the Rainbow .....	Regency Conf. Ctr., Green Bay
1988	Beyond the Rainbow .....	Marc Plaza Hotel, Milwaukee
1989	WEHC Golden Anniversary – Caring, Learning Sharing .....	Radisson, LaCrosse Center, LaCrosse
1990	50 <sup>th</sup> Anniversary, WEHC, Wings of Change Sail Into the 90's .....	Hyatt Regency/Mecca, Milwaukee
1991	A Capitol Experience .....	Holiday Inn, Middleton
1992	Stepping Forward & Reaching Out ..	Regency, Green Bay
1993	Northern Exposure .....	Telemark Lodge, Cable

## WAHCE Conferences and Themes

1994	Challenges in a Changing World.....	Holiday Inn, Stevens Point
1995	New Horizons—A Light for the Future ...	Holiday Inn, Eau Claire
1996	Experience New Opportunities	Conference Center, Stevens Point
1997	HCE Close to Our Hearts.....	Grand Hotel, Milwaukee
1998	Reaching Out to Families & Communities .....	Holidome, Stevens Point
1999	Catch the Spirit of HCE .....	The Concourse Hotel, Madison
2000	Tunes Up for the Future .....	Regency Suites, Green Bay
2001	An HCE Odyssey.....	Holiday Inn, Eau Claire
2002	HCE Makes the World Go Round .....	Paper Valley, Appleton
2003	Team HCE Pulling Together .....	The Plaza, Eau Claire
2004	Walking in the Light of HCE .....	Regency Suites, Green Bay
2005	An HCE Safari	Kalahari Resort & Conf. Center, Wisconsin Dells
2006	Westward Flow on the Currents of HCE	Hotel Mead, WI Rapids
2007	The Heart & Art of HCE .	Voyager Inn & Conf. Ctr., Reedsburg
2008	Sending the Signal HCE Cares.....	Holiday Inn, Manitowoc
2009	Experience HCE's Northern Lights	Baker's Island Inn, Superior
2010	Hats Off to HCE – 70 Years Strong.....	Plaza Hotel, Eau Claire
2011	Where Three Rivers Flow .....	Stoney Creek Inn, Onalaska
2012	Learn, Share, Grow – A Capitol Experience	Marriott, Middleton
2013	A New Day for HCE – Embracing Change	Holiday Inn, Manitowoc
2014	O'wl Always Be a HCE Member.....	Lakewoods Resort, Cable
2015	The Many Facets of HCE.....	Holiday Inn, Stevens Point
2016	76 Trombones Leading HCE.....	Plaza Hotel, Eau Claire
2017	Here Comes HCE – Excitement in the Dells...	Wisconsin Dells
2018	HCE Springs Into Action.....	The Ingleside Hotel, Waukesha
2019	HCE Lights Up My Life .....	Holiday Inn, Manitowoc
2020	Conference Cancelled	
2021	Reach for the Stars with HCE.....	Holiday Inn, Stevens Point
2022	Rollin' on the River with HCE.....	Stoney Creek Conf. Center, Onalaska
2023	Driftless Dreaming .....	Clarian Hotel, Wisconsin Dells
2024	Experience the Magic of HCE.....	Hilton Paper Valley, Appleton

## State Leaders of UW-Extension Family Living Education

October 1914 – 1918 .....	Emma Conley
August 1918 – August 1933 .....	Nellie Kenzie Jones
September 1933 – January 1936 .....	Luelle Mortenson
February 1936 – June 1958 .....	Blanche E. Lee
July 1958 – May 1959 .....	Josephine Pollock, Acting
June 1959 – May 1963 .....	Margaret C. Brown
August 1963 – December 1977 .....	Marlys R. Richert
January 1978 – October 1978 .....	Rosemary T. Stare, Acting
September 1978 – April 1980 .....	Ann Litchfield
April 1980 – June 1983 .....	Rosemary T. Stare, Acting
July 1983 – 1988 .....	Jane Voichick
August 1988 – 1989 .....	Rosemary T. Stare, Acting
September 1989 – 1998 .....	Ellen Fitzsimmons
1998 to April 2015 .....	Laurie Boyce
May 2015 to September 2017 .....	Anne Keim, Acting
September 2017 – March 2018 .....	Ruth N. Schriefer, Interim

## Liaisons to WAHCE Board

Appointed by State Leader

1956 – 1957 .....	Edith Bangham, Anita Gundlach, Marlys Rickert
1958 – 1959 .....	Edith Bangham, Anita Gundlach, Ava Marie Rueter (Peterson)
1959 .....	Margaret C. Brown, Josephine Pollock
1961 .....	Joan Engle (Wickert)
1962 .....	(Assistant State Leaders) Priscilla Hargraves Anita Gundlach, Sara Steel, Florence Rann, Joan Engle
1963 .....	Elizabeth Elliot, Dorothy Hodgkiss,
1965 – 1966 .....	Dorothy Hodgkiss, Florence Rann
1967 .....	Anita Gundlach
1968 – 1969 .....	Priscilla Hargraves
1969 – 1971 .....	Virginia Pingel (Hall)
1971 – 1980 .....	Priscilla Graves
1980 – 1985 .....	Helen Jackson
1985 – 1990 .....	
1990 – 1995 .....	Ann Keim
1995 – 2006 .....	Gloria Green
2006 – 2020 .....	Michelle Tidemann
2020 – Present .....	Sara Richie, Point of Contact

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## Glossary of Terms

- ACWW:** Associated Country Women of the World, an organization which links together state, national and provincial societies in an association of mutual interests.
- Ad Hoc Committee:** A committee appointed by the WAHCE President.
- Annual Conference:** Annual meeting of the State Association including business meeting, educational programs and activities, seminars, workshops, and other methods of furthering the educational purposes of WAHCE, Inc.
- Association:** Official representatives of the local clubs, county executive board and/or coordinators for Program and Community Outreach and standing committee chairs.
- Association Meeting:** A meeting to conduct business of the Association.
- WAHCE Executive Board:** State President, Vice President of Program, Vice President for Family & Community Life, Secretary and Treasurer.
- By-Laws:** The rules and regulations enacted by an association to provide a framework for its operation and management.
- Center:** Several clubs within an area comprise a center.
- Center Chair:** An elected and/or appointed officer of the center, who represents the clubs and/or individual members on the County Executive Board.
- Committees:** Standing committees are Cultural and Textile Arts, , International, Marketing, Membership and Wisconsin Bookworms™. Board committees are Conference, Finance, Nominating, UPDATE, and Website. As listed in the By-Laws.
- Communicator:** WAHCE annual plan of work for County Presidents, Family Living Educators, and WAHCE State Board.
- CWC:** Country Women's Council, the United States link to ACWW which unites societies affiliated with ACWW in the United States.
- District:** A geographic grouping of county associations belonging to the state association.
- District Director:** Elected official who represents counties within a district on WAHCE, Inc., Executive Board.
- Educational Program:** A collaborative effort of WAHCE, Inc., and UW-Extension Family Living Programs to train county coordinators and the state board to carry out the state education focus.
- Guidelines for WAHCE/HCE and UW-Extension Relationship:** Describes the roles and relationship between UW-Extension, Family Living Education and WAHCE, Inc.
- HCE Club:** A group organized at the community level with representation on the County Home and Community Education Association.
- Individual Member:** A person paying dues directly to the county organization and not affiliated with a club.
- NVON:** National Volunteer Outreach Network, Inc. is WAHCE's national organization formed in 1995.
- Organizational Sheet:** Information sheet listing county officers, education coordinators, standing committee chairs and the UW-Extension Family Living Educator.
- Parliamentary Law:** Governing law as designed in By-Laws.
- Shared Leadership:** A process where two or more people share the responsibility of preparing and presenting educational programs.
- State Association Meeting:** Annual meeting to conduct business of the Association.
- State Executive Board:** President, Vice President of Program, Vice President of Family & Community Life, Secretary, Treasurer, District Directors, Standing Committee Chairs, and UPDATE Editor.

**UPDATE:** Official publication of WAHCE, Inc., published four times a year.

**UWEX:** University of Wisconsin-Extension.

**Vice President of Family & Community Life:** On the county level under the direction of the State Vice President of Family & Community Life, works with the county program coordinator to develop an educational program for county members and community.

**Vice President of Program:** On the county level, under the direction of the State Vice President of Program, works with the Vice President of Family & Community Life to develop an educational program for county members and represents the county.

**WAHCE, Inc.:** Wisconsin Association for Home & Community Education, Inc.

**WAHCE, Inc. Handbook:** Contains information pertinent to the WAHC Executive Board, County Presidents and ty Standing Committee Chairs.

**Website:** The WAHCE website address is [www.wahceinc.org](http://www.wahceinc.org).

**Wisconsin Bookworms:** The Wisconsin Bookworms project is a collaboration between UW-Extension, and WAHCE to read and provide books to children.