4-H Full Board

Parents and Leaders Association

Date: June 17, 2019 @ 5:3 PM

1. **Call to Order** – Tricia Waughtal called meeting to order at 5:33pm.
2. **Roll Call:** Lori Janke, Amy Carriere, Sarah Tanis, Tricia Waughtal, Kelly Brasda, Deb Johnson, Craig Kubaskie, Cami Subra, June Johnson, Cheryl Hoffman,
3. **Youth Representation**: Claire Carriere, Sammie Carriere
4. **Pledges** were recited
5. **Agenda Revisions**
6. **Youth Presentation**-Claire Carriere-Space Camp
7. **Committee Reports**
	1. Cloverbud-Summer Camp July 15th. Storybook and Fairy Tale Themed. Starts at 8, still looking for more volunteers
	2. Dairy-No Update
	3. Dog- Getting ready for Fair with Practices. Invoice and Form filled out to receive grant funds.
	4. Fair Park-No Update
	5. Food Stand-No Update
	6. Fundraising- Rachel, Deb and Amy still on committee. Need to find new lead. Many recipes dropped off at the extension office. Need another blast out for recipes
	7. Horse-Getting ready for Fair with training sessions. Roping and Pole Bending Clinic have occurred. Reining Clinic June 23, Health Clinic June 29, Farrier Clinic, Massage Clinic, Trail Clinic July 2nd. Many 4Hers also in Wazee and Levis Riders.
	8. Livestock-
		1. Multi Species Workshop well attended great speakers
		2. Jackets priced out for Showmanship (Connected with Deb to do Model Horse Show as fundraiser)
		3. No Bake-Bake Sale
	9. Small Animal-No Update
	10. Shooting Sports-Fair shoot is done
	11. Quilting Spin Club-Done for the year
	12. Summer of Science/Summer Intern-Mad Science Mondays, Tech Camp two separate day camps, Camp, Community Garden
8. **Secretary’s Report** –
	1. June Johnson Moved to Approve the May Secretary’s Report and put it on file, Deb Johnson Seconded, and approved.
9. **Treasurer’s Report** –
	1. May 2019 Expenses shared, Updated Budget Sheet, Tax Report shared, Youth Trip Expenses shared
	2. Is there a payment policy on trips when things need to be paid, formats, etc?
	3. Deb Johnson moved to pay Goat Bill to Nick’s for pens of $1000 in the next fiscal year due to not having a current invoice, must have current invoice prior to July 31, 2019, June Johnson Seconded, Approved.
	4. $10.56 off in the books due to outstanding checks from Shooting Sports. Conversation to the recipient to be had by Mary or Craig.
	5. Craig Kubaskie Moved to Approve the Treasurer’s Report and put it on file and associated bills, Deb Johnson Seconded. Approved
10. **Old Business** –
	1. 2019-2020 Proposed Budget
		1. Cost of Winter Camp at Upham approximately $100 per camper. Look at a survey to see interest to see cost for scholarships, and cover counselor cost, travel arrangements (bus), materials, and find if other counties want to join.
		2. Still do not know what the Contribution budget line item is. Will leave until we get further clarification.
		3. Discussion around Grad Scholarship Process and amount-stay at 3-$500
		4. Taxes (see Tax report shared by Treasurer)
		5. Craig Kubaskie moved to approve the 2019-2020 Proposed Budget. Kelly Brasda, seconded. Approved.
	2. Food Stand
		1. Manager-No Applicants, Martha willing to help. Martha was going to talk to her daughter, but have not heard back. License needs to be applied for by June. Tricia touch base with Martha this week. What happens if no Food Stand? Could it be rented? Fair Board needs to be notified as they use it for gifts for their volunteers. What would need to be done prior?
			1. Tricia to get the license/permit for Food Stand so that we continue to have options.
			2. Donations requested
			3. Shifts scheduled
			4. Order Food
			5. Order Refrigeration
			6. Meet Health Inspector
			7. Pricing
			8. Set the Menu
			9. Who could be part of the Food Stand Committee (Stephen Smith)
		2. Shifts-Discussion around who to send sign ups to Club Leaders vs. Individuals. Information for sign up come out from Parent and Leaders Gmail Account to all 4H families directly not through club leaders
	3. By-Law Review
		1. Need Based Scholarship Process
		2. Billing/Payment Policy on Trips
		3. Letters for grant recipients/scholarships come from Board instead of Extension agent
		4. Scholarship process submit first semester grades and enrollment to classes
		5. Policy on who accesses and how the Google Account (Past President maintain? Send Correspondence?)
		6. Policy on what is sent via email from P/L account and when hard copy
11. **New Business**-
	1. Farmers Market Fundraiser
		1. Email to club leaders in June, could do project, and sell items made by club, sell plat books by Parent and Leader Board. Sign Up is the app that will be used for signing up
	2. Treasurer’s Contract
		1. Lori will need to submit a request to the board
12. **Staff Announcements**:
	1. New Google Account for Parent and Leaders Board
		1. Jacksonleadersboard@gmail.com
		2. Potentially move treasurer’s report to google sheets
13. **Communication to 4H Program this month from Parent and Leaders Board**:
	1. Recipe requests
	2. Camp Registration
14. **Adjourn**-7:35 Amy Carriere moved to adjourn the meeting. Kelly Brasda seconded.

**Next Meetings:**

* July 15, 2019, 5:30 PM at UW-Extension
* **Main Topic: Finalizing Food Stand Shifts**

Respectfully Submitted by Amy Carriere, Secretary