**Parents and Leaders Association Minutes** 

**May 17, 2021, @ 6:00pm**

**UWEX Basement, Black River Falls, WI**

1. **Call to Order 6:05 pm**
2. **Pledges**
3. **Roll Call** Maribeth Graham, Molly Kniesley, Jessie Oberlien, Kelley Brasda, Andra Rippley, Kelly Emerson, Fath Emerson (Youth), Amy Carriere, Lori Janke
4. **Agenda revisions or items from the floor**
5. **Project reports** 
   1. Cloverbud-Day camp August 12th. Looking for youth leader help.
   2. Dairy-YQCA has to be completed for the fair.
   3. Dog-Dog project Practices started last week. On Monday and Tuesday nights every week.
   4. Horse- Workshop May 23rd at the fairgrounds.
   5. Livestock- Livestock just finished our survey, we had a great response and will use that information to create hands-on workshops, create a better communication system, and let families know of workshops that are coming up. Tag registration is done for swine/goat/sheep Swine : 133 / 57 exhibitors Sheep : 58 / 26 exhibitors Goat : 26 / 9 exhibitors Beef : 66 / 43 exhibitors numbers are up. No-Bake Bake Sale is done we had a great response, our showmanship buckles are paid for
   6. Small Animal Mtg this week, elections for officers, Jasmine Lucus President, Heather Gjerseth vp and Sara Lindow sec are main contacts. To do things stated in Fair book for requirements even though there were discussions around changes
   7. Shooting Sports – In person certification trainings for adult volunteers June 26 in Eau Claire, Connect with Mary Blazek or Andrea Rippley if interested, Sept 4 in Marshfield
   8. Quilting SPIN Club – looking for a venue with many outlets to support use of irons and machines
   9. Felting SPIN Club - waiting to hear back from Albion Town Hall as a potential venue
6. **Committee Reports**
   1. Fair parks
   2. Food stand-Amy has connected with Dorothy and she has confirmed interest waiting for signature on contract once receive address to send paper copy
   3. Fundraising -
7. **Secretary’s Report** [April’s Secretary Report](https://docs.google.com/document/d/19JFUHdJ6NLpFzTgacAyMWkiZXYY4APNcVikWul8hGBg/edit?usp=sharing)motion to approve the April’s secretary report made by Rachel Tollefson, seconded by Kelly Emerson, motion passes
8. **Treasurer’s Report/Association Bills**

Jackson County checking $40084.14 no bills last month income $4268.06 from sales of plat books and plat book ads

1. **Old Business** 
   1. 2020 Awards /Record Books. Waiting on years for 2 grads then will order plaques, 10 years for JB, Rachel will draft up letter as to why doing chamber bucks, certificates printed and signed at Extension office
   2. Plat Book Update -everything is in, no updates, just waiting for now, 6 photo collage for cover
   3. Food Stand Contract- Amy has connected with Dorothy and she has confirmed interest waiting for signature on contract once receive address to send paper copy
   4. Insurance Update-email from American Life,-send email and attachments to project and club leaders on when they need to apply for activity insurance. Treasurer is still waiting on official numbers for clubs member numbers, adult leader numbers, horse project numbers
   5. Clover bud Leader ideas
   6. Review To-Do Items from April Meeting:
      1. Andrea will run a list for the dog project to send to Mindy of current members (done)
      2. Kelly Emerson will try connecting with Mindy from Dog project for an update. (done-no response)
      3. Andrea will connect with Jenny Lien regarding Horse Project meetings (done)
      4. Amy Send out Dorthy Rommel’s Food Stand Contract with Food stand regulations from Ben Rodenberg (done- along with UWEX Covid Foodstand guidelines)
      5. Lori will get us an amount, Amy will get list of awards (done)
      6. Lori will submit ad requirements to Jessie for the plat book (done)
      7. **Andrea will Notify club leaders of updated lists, requesting feedback on if it is correct, and give a list of incomplete records to club leaders (Sharing Pioneers, Northfield Go-Getters, Rosehill Ramblers need membership updates)**
      8. **Updates on website (Andrea) phone numbers and moundview**
      9. **Andrea call American income life liability for club members**
      10. Amy reach out to shooting sports for updated inventory list, dog (done-received for Livestock and Shooting sports)
      11. Amy update grant request letter to google form and send to andrea for newsletter and send in email (done)
2. **New Business** 
   1. Review/Approve 2021-22 grant applications
      1. Dog project hoping for more information, will follow up with an additional email-Maribeth and follow up with phone call
      2. Livestock Quiz team grant application, Kelly Emerson moved to approve the grant request, Rachel Tollefson seconded, motion passed
      3. Livestock Education grant application, Rachel Tollefson moved to approve the grant request, Molly Kniseley seconded, motion passed
      4. Felting grant application, Itemized budget updated to $200 for consumables (see receipts from prior year) and $100 for rental, Amy Carriere moved to approve the grant request, Rachel Tollefson seconded, motion passed
   2. 2020 Scholarship Applications
      1. Hannah Tubbs-Youth Conference Kelly Emerson moved to approve the scholarship request, Kelly Brasda seconded, motion passed. Amy will follow up with letter to recipient
      2. Danielle Johnson-Senior Scholarship for post-secondary, Maribeth connect for interview potentially June 14th
   3. Review/Update annual budget to vote on Next Month
      1. Update food stand to $5000 to cover increase in manager stipend and covid related protocols that may need to be put in place
      2. Proposed removal of State Fair payment removed from budget
      3. Proposed graduation scholarship increased from 3 $500 to 3 $1000
      4. Livestock Education $1200
      5. Livestock Judging $1700
      6. Felting Spin $300
      7. Remove Fall forum from Grant Recipients
      8. Dog $400 (Pending)
      9. Camp proposed to $6000-Andrea get proposals of cost
         1. Winter camp
         2. Cloverbud camp
         3. Summer camp
      10. Cloverbud line item since no fundraising opportunity
      11. Lori contact Fair board to decide if we will collaborate on Fair Clean Up meal
   4. Review/revise [Constitution bylaws](https://docs.google.com/document/d/18EbwujDguPVlqNxuEe5tKWosG6ONq-9SYqAi9T9sg5c/edit?usp=sharing) (move to another meeting)
   5. Fall Ice Cream Social-Amy Carriere moved to approve planning for a Fall Activity, Rachel Tollefson seconded, Motion passed (Lori, Amy, her kids, Maribeth, Andrea, Kelly Brasda)
      1. Sept 12 (sunday)
      2. Or 4H week Oct 4
      3. Falls Meat food truck to support them
      4. Demonstrations on different projects (tie dye blanket kit)
      5. Regional opportunity for leaders to collaborate
      6. Barn Dance
      7. Gift basket fundraiser for Schrameks and Frankee Drummer
   6. Shooting sports opportunities-BNL League in Cataract to do a club competition but not do a fair entry, shaft busters opportunities for youth to participate, if there are barriers to access this opportunity how do we problem solve to offer more opportunities for members to participate, does the project need more support in order to offer more options? Partner with Trempeleau
   7. Project [support checklist](https://docs.google.com/document/d/1IVzASngDcVvaGdIaVrpSTI5KhBXGgvRgiH3L3_Ukwks/edit?usp=sharing) for showing at fair (Move to next month)
3. **Staff announcements** 
   1. None from Andrea
4. **To Do:**
   1. **Paper copy of Food Stand Contract to Dorothy (Amy)**
   2. **Awards from M&M (Amy when get final dates)**
   3. **Chamber bucks (Amy when get final cost to confirm we can do $30)**
   4. **Letter to share why we are giving chamber bucks this year to include in awards (Rachel)**
   5. **Send American Life email and attachments to project and club leaders so they know when to apply for activity insurance (Amy)**
   6. **Club Numbers of members, adult leaders and horse project members to Treasurer so can bill for dues (Andrea)**
   7. **Dog Project Grant email/call Mindi for more info (Maribeth)**
   8. **Youth scholarship award letter (Amy)**
   9. **Grad Scholarship set up interview (Maribeth)**
   10. **Update budget proposal (Lori)**
5. **Adjourn Kelly Emerson motion to adjourn, Rachel Tollefson seconded, meeting adjourned**

**Next Full Meeting:June 21, 2021 @ 6:00 PM at the Extension Office**

**Next Exec Board Meeting: June 14, 2021 @ 5:30 PM at the Extension Office**