

## Sheboygan County 4-H Leaders Association

January 18, 2016

UW Sheboygan Extension

The meeting was called to order at 6:59 PM

### Secretary's Report

Several suggestions were made to be changed on the November Minutes.

### Treasurer's Report

Kathy Froh submitted our treasurer's report. Money has been coming in from participants traveling with 4-H this upcoming year. There have been some finalized payments related to the 4-H Camp Riversite Horse Trail. We do still need to submit an invoice to Acuity for awards and digital signage. The report was approved by Shannon Schuren and seconded by and TJ Detiege.

### Committee Reports

#### Staff Updates

A current 4-H member would like to do a youth apprenticeship through LTC. UW-Extension would work with a high school senior to complete 450 hours. She has to have an Agricultural emphasis. Sarah Tarjeson will be soliciting for funds to pay for this apprenticeship as it must be a paid position.

One of our leaders is interested in doing a barn quilt project. They would work with a local business to sponsor the materials and support clubs in creating the quilt square. We may be hearing more of this in the future.

NEW FAMILY Welcome will be held on January 26<sup>th</sup> for new members.

New Volunteer Orientation has gone very well with a total of 37 new adults trained so far this year.

Staff and leaders of the event are looking for help and session leader for Project Day on March 12, 2016.

#### Endowment Fund Update

No meeting for a long time. February 1<sup>st</sup> is when applications are due. We have \$3,400 in interest earnings last year. With the drop in market in the last week, How much do we want to submit out to endowments. Looking into total amount contributed.

One Grant for STEM Program has some funds available yet totalling \$375. The Horse Leadership Development Project contains just shy of \$500 in its balance. A request was received 2 years ago for the use of the Stephanie H. Weill Center. The use of that space was cancelled but it is anticipated that the committee will re-present this request to the Endowment Fund Committee this year.

#### Camp Riversite

Shannon Schuran indicated there were no updates. The next meeting will be held on January 19th.

#### Youth Association

Jonesha Detiege reported that the Youth Association had a party at the Conservation Club in Sheboygan Falls. A candy saran wrap game was a big hit. A good time was had by all. Our next event will be on February 26<sup>th</sup> and is Movie and Pizza Night. Inside Out is the the movie that will be played.

## Unfinished Business

### *4-H Cookbooks*

A few more cookbooks have been sold. We are at the point where every cookbook from here on out will be complete profit.

### *Pizza Sale and Nonparticipation*

We had total profits of \$21,162.65 from this sale. There was about \$50 donations from clubs who did not sell pizza. Other individuals and clubs donated money if pizza not sold. This profit was an increase of \$4,275.78 over last years sales. Luigi's did great job with offering promotional prizes and it is guessed that this helped increase sales.

There are two clubs who have not paid dues for last year, and one club that has not cashed last years pizza sale checks nor paid this year's dues, and have pizza profits from this year.

It is in by-laws that if a club does not participate in two consecutive sale efforts, we need to contact club. There was one club who meets this criteria and Sandy Krahn, President, will send a letter. Letter should state something such as you need to contribute, so you can get money for clubs. Kathy Froh indicated that this was one of the most organized and successful Pizza Sales she has been involved in.

Policy is if club does not participate in Pizza sale they need to have a separate fundraiser and need to donate some or all of money, or \$10 per person, second year \$15 per person. If they do not have money allocated for trips cannot be granted to members of those clubs.

For the club with remaining dues and profits from this year's sales, Cheryl Fuentes de Rehm made motion that we forgive the \$8 balance, TJ Detiege seconded. The vote carried the motion to forgive as they did not cash last year's pizza check.

### *Awards & Recognition Review*

Attendance at the program was exceptional. 4-H Ambassadors did a good job! The alphabetization of names worked very well in organizing people. Sarah has already made a few script changes about when kids are to come up. The awards program is always the last Monday of November.

### *Review Goals of Leaders Association*

Goals of the Leaders Association were discussed and included a special emphasis on projects as a key component of a 4-H experience. The Leaders Association will be asking key project leaders to talk about their projects so there can be better promotion of each. We will also pursue promoting more through online access. A call will be made to Bill Schlink to talk about the Copper Project at the February Leaders Association meeting. A Copper Cattail was shown at the Sheboygan County Fair. The group would like to ask Bill who made this to see if they can bring it in.

### *Food Stand Shelving*

The food stand is in need of steel shelving. A grocery store in Fredonia just closed called Village Market. Sandy Krahn will call the Village market and Linda will ask Mark Breunig to send her measurements for the space. Jessica Ford, Mark Breunig are leading the food stand committee. Dan Jones has offered to provide help with some reconstruction.

## New Business

A signature needs to be approved for the Memorandum of Understanding between the 4-H Leaders Association, the 4-H Horse and Pony Project and the 4-H Camp Riversite Committee. What are duties are, who is responsible for what, H&P needs to purchase Equestrian Insurance, etc. We adjusted the date to be renewed February 1<sup>st</sup> of each year. A motion

to approve and sign the MOU with a renewal date of February 1 was made and amended by Kathy Froh and seconded by Cheryl FdR.

The need for a more accurate 4-H Camp Riversite Budget was discussed. Shannon Schuran will ask for a revised budget. Kathy Froh said she would gladly help them set-up a better report if they need help.

#### Summer Intern Position Posting

Kelly Rauch offered to serve on the selection and interview team for this summer's intern position. The intern needs to have graduated from high school and cannot be a currently enrolled member. The group agreed to take the age off of the application form. Qualifications for the position are included in the introduction letter. Linda and Sara will review the wording of qualifications.

#### By-Laws and Policy Procedure Annual Review

Officers of the Executive Board are going to meet Feb 22<sup>nd</sup> at 6pm to review these bylaws and policies.

#### Trip Recipient Payment Policy/Procedures

At awards program this year, we have some alternates to trips. We may have a conflict of interest. The last couple of years, there was a family that was very slow at paying their expenses. We have alternates that cannot go, and we discussed fairness to them. We need to establish a procedure on when payments are needed with the understanding that some may have trouble meeting a lump sum at a certain time, but then setting up payments with Sarah/Linda and meeting those deadlines. The decision was made to make new policies regarding this repayment.

#### Banking Issues and Updates

Last 2 bank statements we had a service charge. \$8 in checking and we had to sign up for statements. Needs to be non interest account \$15 charge on money market account. Because anything over 25 checks we get charged 50 per check. Now money going to checking account. Should we look at another bank? Sandy and Kathy to look into as she will most likely be next Treasurer

#### Other

A committee was designated to review the application forms for Clover Awards. This committee includes TJ Detiege, Kelly Rauch, Sandy Krahn and Cheryl Fuentes de Rehm. Suggestions will be made for our review in March.

Softball kick off Erica Schlicker going to have a Kickball Kick off. There will be an event at Plymouth Quic Oui Oc. The 4-H Ambassadors will help plan games for preschool family members and the Leaders Association will help with the cost food.

## **Adjourn.**

The meeting was adjourned at 8:40 p.m.