

Grays Harbor 4-H Council E-Board Meeting Minutes

January 8, 2018

1. Call the meeting to order at 6:06pm
2. Flag Salute and 4-H Pledge
3. Roll Call
 - a. Donna Brewer, Best Of Times and Council Secretary, via teleconference
 - b. Tracie Hanson,
 - c. Dan Teuteberg
 - d. Linda Waltenburg
 - e. Mary Pederson
 - f. Cathy Cozad
 - g. Nancy Graham
 - h. Jeff Wetzel, Panhandle
 - i. Connie Brown
4. Approval of previous e-board meeting minutes – previous e-Board minutes from May available for review. The last e-board meeting in November was a work party for the Celebrate Our Kids event, no minutes were taken.
 - a. Mary motions May e-board minutes accepted as written
 - b. Motion passed
5. Communications – no communications
6. Reports
 - a. Treasurer
 - i. Linda & Tracie have been meeting to make sure everything is updated and necessary items are closed out, as we move from 2017 to 2018
 - ii. There are some reports available for review, items in yellow are carry-over items
 - iii. They are working on getting ready for audit process
 - iv. Still working on cleaning up items from previous Treasure process before Linda takes over the Treasurer items fully.
 - v. Discussion on possible need to get a laptop or Chromebook for Treasurer's use
 - b. Audit
 - i. Cathy expressed some frustration over the audit process, mostly because the Council is not fully aware of the processes in place both historically and currently. Cathy is not finding the accounting process an easy one to follow thru and see where the funds are coming in from or going out to.
 - ii. Cathy believes that to be proactive, we need to be performing audits more often. This will assist the Council and the Treasurer to be prepared for the major yearly or bi-yearly audits
 - iii. Camp budgets and projections needs to be brought into the accounting process. This is currently being worked on by Tracie and Rhonda
 - c. Fair
 - i. Nancy reports 2 people have responded. 1 for goats and 1 for Vet Check
 - ii. Linda asks if Horse Council has found a new Superintendent.

1. Dan reports that they have a new President but not a Superintendent. Denise is looking to see what judges may be needed for Fair.
 2. There hasn't been any changes to the schedule at this point.
 3. Gwen had previously said that she didn't want to suggest any changes because she wanted to leave that option open for the new Superintendent.
- iii. Dan says that he doesn't feel the need to purchase any more legs at this point. We have had plenty over the course of the past 2 years.
 - iv. Dan reports there is a new Mason County Cat club recently formed. The interest was built at GH County fair last year.
 - v. Cathy's club is also working on additional cat projects.
 - vi. David Downing reports there will be at least 8 new kids showing rabbits
- d. Fundraising
- i. Monte Lanes is willing to do a 4-H Takeover fundraising but it will have to be Spring/Summer event. All dates between now & then are filled
 1. We can set the amount we want
 2. Cathy asked if we could schedule something for October, Mary indicated that would be a definite possibility
 3. We would be able to set up a 4-H educational display.
 4. Great idea for a 4-H Kick-Off event
- e. Extension Updates
- i. Dan
 1. He was approached by John from Panhandle to apply for some County grants. Panhandle cannot apply for those grants because they are not technically in Grays Harbor County.
 - a. Potential Issues: Could be conflicts from different agencies that we work with
 - b. Cathy wants to make sure that when we ask for grants we make sure that there is a definite purpose, she doesn't want us to be going back for grants every year
 - c. Jeff is doing some taking with John at Panhandle and members of Grays Harbor county members to make sure that
 2. We have grants on hand for the Outreach Program, first meeting is Jan 30, Feb 6 & Feb 13, 3 consecutive Tuesday meetings.
 - a. This allows kids to come in & get more information. They can decide if they want to create their own club, join another club or possible find that 4-H is not for them.
 - b. Dan will be on the radio towards the end of the month to talk more about this
 - c. There will be a spring break camp at the fairgrounds. A drop-off camp to assist in promoting 4-H. Not sure about numbers of kids that will be accepted yet. This is a work in progress
 3. Budgets have gone thru with flying colors, with 1 exception. Dan has already spoken with Nancy about the 1 exception.

- a. Kylie Smith will now be the Small Farms Educator and Noxious Weeds Liaison.
- 4. Mason County Extension Budget is not going well. They budget for 2 years at a time.
 - a. The current director has been relieved of their duties.
 - b. There is a \$20,000 deficit going into the 2019 budget year.
 - c. There are more cuts to be made there but Dan is not sure what those cuts will be. He will need to be spending more time in Mason County to help clean up some issues in Mason County.
- 5. Will definitely be moving to a new office in 2018 due to the fact that the building is literally falling apart. New building will be in Montesano, at the old District 1 office building.
 - a. Smaller building
 - b. Parking could be an issue during business hours
- 6. Has not yet heard results of tenure. If he gets tenure it will go into effect July 1.

ii. Tracie

- 1. She was involved in the search for the new 4-H director, starting next week, the new 4-H Director at the University, will be Nancy Barringer (sp) she comes from Idaho with lots of 4-H experience as well as other projects.
- 2. 4-H online database
 - a. Members are still enrolling and re-enrolling with the fees
 - b. 100 active youth members, 50 active adult members
 - c. Lots of pending files in the system
 - d. Only 1 family has requested financial assistance for the fee
 - e. On the Treasurer's report shows a list of donations ear-marked for the fee
 - f. WSU is still working out a plan for when they will return the County portions of the 4-H enrollment fee to each county.
 - g. Hope is that now that holidays are over, people will once again focus on 4-H & enrollment process.
 - i. Some club leaders are frustrated with the timing of educating people about the fee, right in front of the holidays. Leaders are hopeful that parental frustration does not extend to clubs or leaders
 - ii. Tracie reports that some clubs & groups are still going thru fundraising to cover this fee
 - h. Tracie has board officers information available for adults, kid versions are available on the website

7. Unfinished Business

- a. Award Guidelines – Update Needed
 - i. Cathy says we need to complete those updates sooner rather than later

- ii. Gwen has started to put together a Record Book training that we authorized her to purchase thumb drives to help those kids
 - 1. Record Books do not go to the State level
 - 2. Mary felt terrible because she judged a book that was a white but there were pieces missing that either the family counted afford or didn't know about, the child wasn't educated on
- iii. Cathy indicates that she thinks we need to update the Award Application & then better educate the club leaders about those awards and how to fill out the applications
- iv. An Awards Guideline Committee was put together with the goal to update and simplify and then educate leaders and members

8. New Business

- a. Scholarship Application – Update Needed
 - i. Very time consuming and confusing application process.
 - ii. Dan will get copies of other counties scholarship applications for the council to review & compare
 - iii. Cathy feels that members look at the application and the requirements of that application, then they compare to the amount they could receive & decide that it's just not worth the extensive work required
 - iv. Nancy brought up that we are a committee judging a scholarship application for kids that we know personally, not unknown persons
 - v. Dan indicated that Mason County removes the kids names and sends scholarships applications out to be judged
- b. Possibility of having another Panhandle 4-H Camp Volunteer Clean-Up Weekend
 - i. Cathy wants to plan another Clean-Up weekend but feels we need to look at the dates better to make sure there's as little conflict as possible
 - 1. She felt this was a great experience for kids to spend at camp who maybe had never had a chance to go to camp
 - ii. Jeff said Spring is wide open for an event like this
 - iii. Cathy asked for date suggestions
 - 1. April 21-22, Jeff will find out if this date is available
 - iv. Camp Panhandle theme: Into The Wilderness with Camp Panhandle
 - 1. Mary suggests that they need to bump up the cooking classes at camp, there were kids turned away that were very interested
- c. Presentations
 - i. Attempts to find a date to schedule presentations
 - ii. Suggestions for:
 - 1. During Pre-Fair
 - 2. Other June weekends
 - 3. Memorial Day
 - 4. June 24 is date agreed upon, location to be determined
 - iii. Attempts to give kids plenty of time to prepare and participate. Historically this was a competition and goal is to bring back this aspect

9. Other Items

- a. Connie reports that she completed all the Thank You's for the Celebrate Our Kids, most are in envelopes
 - i. Cathy will send the ones that are ready out
 - ii. Some addresses are needed but Tracie has those
10. Meeting adjourned @ 7:42pm – Thank you for attending.

Next leaders Council Meeting on February 12th @ 6pm at the G.H. County Extension Office

Next E-Board Meeting on March 12th @ 6pm at the G.H. County Extension Office

Thank you for attending