

**San Juan County Leaders Council Meeting  
Minutes**

February 28<sup>th</sup> 2015, at the Orcas Hotel 7:15 a.m.

Present: President: Kathy Morris, Vice President: LeAnne Burt, Co-Treasurers: Barb Bevens, Flo McAlary-McFarland, Co-Chair LMAAC Don Burt, **Fair Manager: Jennifer Allen**, Delores Foss, Amy Lum, Jennifer Pietsch, Lorena Stankevich

Staff Present: Gail Leschine-Seitz, Barbara Ross-Ellis

**Excused: Lisl Thomsen (Secretary)**

**7:25 a.m.** Call meeting to order- President

**Introduce guests:** Jennifer Allen – San Juan County Fair Manager, Barbara Ross-Ellis, 4-H Mentoring Program Coordinator

**Business Meeting:**

**Secretary Report-** Group reviewed January meeting minutes. The question was raised if everything had been changed in the LC Policy Manual (because changes are indicated in the minutes). Yes, Gail changed, Barb Bevens reviewed and corrected. Barb motioned to approve the minutes, LeAnne seconded. Vote approved.

**Treasurer Report** (Included Livestock Auction Committee financial report)  
Question about County Expo scholarships 2 youth 5 adults. Yes, participants will submit forms. Don Burt noted that LMAAC could help fund some of these events, too for livestock participants. They could apply to LMAAC. Gail agreed to get new EAS forms on the Extension website.

Barb reported that she got a bid for cleaning the new tablecloths for the Marie Boe building . \$5.75 each. She put \$50 a year into the budget for cleaning expense, thinking not every one would need to be cleaned every year and she might end up doing them by hand anyway for better results.

Request from Treasurer: The Treasurer would like one check for membership fees and one check for insurance from each club if possible for better record-keeping and so the LC can determine ballpark funds available for the year.

**Committee Reports (LMAAC, Horse, Trophy, Scholarship)**

**LMAAC** – Treasurer asked Gail to provide financial LMAAC summary to group. Gail brought a bank statement but did not include the Financial Summary information in materials. She agreed to get a copy to the Treasurers and to make that a yearly communication.

**Horse:** Nothing new. Will meet with Fair about Fairground issues after the meeting.

**Trophy-** Will be reviewing a new timeline idea for securing sponsorships later in meeting. Discussed moving orders to Mr. T's in Mt Vernon. Jennifer Allen concurred that we need to change vendors. Gail will explore Mr. T's option.

**Scholarships** – Already covered in Treasurer report.

**Old Business- Mystery 4-H account with \$1400** – was identified as being related to Shaw Island Pioneers. Barb will explore the genus of the money and where it should be directed.

**Policy changes** that were tabled are under “policy changes” below: will be discussed.

**IRS compliance for clubs** – was discussed –there was confusion about filing the 990's by March 15<sup>th</sup>. Gail said she would work with the club treasurers to attempt the filing and that there may be some time before all the kinks are worked out. Put on the agenda next month.\*

**Gail passed out form c1000 to all clubs present for leaders to sign at a club meeting and to be filed with club documents.**

**Grievance committee update** – Hasn't met yet. It was determined that this committee could meet and create recommendations before the next meeting and it would still be possible to include them at this year's fair. Gail commented that we have to at least change document to reflect a 12 hour response time to a submitted grievance (in keeping with WSU Dean recommendations). Kathy said to draft that part of the proposal to start the process. \*

**Trophy Committee name change** to Awards and Recognition Committee. Flo moved to accept the change. Amy moved to second. Vote approved.

**Alpaca:** Jennifer Pietsch discussed different categories of events. Public relations was changed to an off-site event that youth might figure out how to creatively demonstrate at the fair. Flo moved to approve with changes; LeAnne seconded. Vote approved.

**Archery** proposal discussion. Two changes: Add Showmanship to the Fair Premium book Department and change poster ages from 11-19 to ages 5-19. Leanne motioned for approval with changes; Amy seconded. Vote approved.

**New Business:**

**Two side items mentioned:** The Leader phone list was circulated for changes. Leaders discussed adding unnoted committees to that list so they are all there (grievance and awards & recognition) Noted – to be amended and sent out.

The LMAAC document was brought up – is it completely edited and finalized? Discussion followed. Barb made basic grammar adjustments. Leaders asked if “vet checks before animal are unloaded” should be changed to “before exhibited” and LMAAC members said they have the intention to have vet checks before **unloading** this year.

#### **San Juan County Fair Poultry/Cavy/Rabbit barn changes – Jennifer Allen.**

Jennifer talked about wanting a system to clean out the waste every day of the fair and compost it outside of the tent (because of fumes). She wants the cages to sit up higher so members can clean under the cages and scoop out the waste and then add a product to keep the smell down (shavings or PDZ?). She wanted to move the cages off the hay bales as well and maybe make a single row of bigger cages. She moved some of the cages and took them apart but was planning on reassembling. She is open to 4-H planning how they want their displays and animals organized. There is talk of species being arranged together for health at the state level, but she is deferring to 4-H decision.

LeAnne asked Jennifer if you can provide cat cages this fair, she asked her to price them and she could get back to her.

**4-H Mentor Program** - Barbara Ross-Ellis, the newly hired 4-H Mentor Program Coordinator, described how the program is starting up. She has connected with the San Juan Island Mentoring Program and she is working on getting kids already in the program into 4-H activities as well as recruiting new youth and mentors. She is excited to expand the program to other islands as soon as she is on her way on SJ. Leaders talked about how they could help make connections.

**Leader training update** - Welcome new leaders – upcoming trainings March 2 on San Juan & March 8 on Shaw.

**Trophy Timeline - Trophy committee.** Flo and Barb created a timeline for acquiring sponsor commitments early in Spring. They are interested in having that done by March. Gail laid out some of her commitments January to March (enrollment and leader training) and the past acquisition date being by May 1<sup>st</sup>. Jennifer said April 1<sup>st</sup> would be great for them. Ideas for improvement of the process: Getting a multi- year commitment (and payment) at one time, and dividing the list of calls with leaders to get some of the youth to do – make a script to make that easier. More discussion will happen at March meeting. The deadline will remain May 1<sup>st</sup> for this year.

Next Leaders Council meeting tentatively set for March 21<sup>st</sup> on Lopez.

**Meeting Adjourned**

**Motions made and carried:**

**Barb motioned to approve the minutes from January 10, 2015. LeAnne seconded. PASSED.**

**Flo moved that Trophy Committee name change to Awards and Recognition Committee. Amy moved to second. PASSED.**

**Flo moved to approve the proposal to add Alpaca class to the fair premium book with changes; LeAnne seconded. PASSED.**

**Leanne motioned for approval of the Archery Department proposal to fair premium book with changes; Amy seconded. PASSED.**

**Action to be taken:**

- Gail will provide LMAAC Financial Summary to LC Treasurers (from year to year as well in January).
- Gail will explore Mr. T's option for Fair engraving.
- Gail will connect with club treasurers about 990 e-postcard submission
- Club leaders will discuss the C1000 form with other leaders in their club and have leaders sign and file with club materials
- Grievance Committee will meet and work up a proposal for the March meeting.
- Gail will get updated documents completed: LC Policy, phone list, LMAAC Guidelines and update documents on the website.
- Barb and Flo will continue to work on the awards and recognition timeline for next meeting.