

Clark County 4-H Executive Committee Meeting  
11/23/2015  
Location WSU Heritage Farm

**Present:** Bonnie Moore, Steve Bellcoff, Rachel George, Heather LuBean

Acting President Bonnie Moore called the meeting to order at 6:28 PM.

**Minutes:** Minutes were reviewed - Motion to approve the minutes by Steve Bellcoff, motion carried.

**Treasurer's Report:** Treasurer report is the same as last month, no changes. Peggy Gresham is following up on financial support for Hannah MacDonald for Judging Nationals. Steve Bellcoff is working with Marjorie Cavins on straightening out a reimbursement.

**Old Business:**

- **Past President Position:** The by-laws state immediate past president, if the immediate past president can not attend meetings the position will not be filled with a previous past president. This may prevent reaching a necessary quorum until the current president position is filled.
- **Youth Involvement:** Discussion on how to get youth more involved. Possibly having youth leaders/teen leaders trainings on parliamentary procedure, running meetings, positions so that youth can really run meetings. Every leader is supposed to bring a teen to the next quarterly leader's meeting (January), but there is concern that maybe the leaders frequently attending these meetings are not club leaders but resource leaders, and if the invitation is being noticed in the e-mails. Door prize and food for the teen meeting at the January quarterly meeting.  
**Action:** Rachel George will alter sign in sheet for the quarterly leader's meeting to include a spot to put if they are a club leader running an active club or another form of leader. Rachel will send separate e-mail out about bringing a teen to the leader's association meeting on Dec. 2nd and look for a door prize in her 4-H supplies. Rachel will get list of teen activities/conferences available to youth to Bonnie Moore. Bonnie will put together a final email that includes door prize information to go out in January. Missy Cummins will take care of refreshments for teens at the January quarterly meeting.
- **Purpose of the Board:** The role of the Leader's Executive Board has changed over the years. Our current role should be advisory, and making fair fun. The 4-H office staff handle personnel issues and final decision making but the Executive Board can be a sounding board and provide backing. Executive Board can also be a support to help leaders. Discussion of Liaisons pushed to New Business.
- **Auditing of Financial Records:** Kirk Gresham is working on auditing the books for the Leader's Association, he is finishing reviewing the books against meeting minutes.  
**Action:** Kirk will finish the last of the audit of the Leader's Association books.

- **Youth Representative:** Rachel George is working on getting a second youth representative for the Executive Board. Possibility this position will be combined with the county ambassador position, if so an application will be required for the position.  
**Action:** Rachel will continue to work on getting another youth representative.
- **Election of Officer:** Nominations from the floor at the January quarterly meeting, notice of election has been made in emails. Marjorie Cavins will have a ballot made for the meeting.
- **Cavy Department Elections:** Department is holding elections for superintendent and understands the motion passed at the last Executive Committee meeting that this is their last chance to make their own elections work to participate in fair.
- **Continuing Leader's Ed:** Hours of continuing education required for leaders is changing, volunteers and resource leaders will need 1 class/year, general leaders 3 classes/year, new leaders 3 classes/year in addition to the training. The training seems beneficial to new leaders, online training for convenient times and more diverse topics will be needed to reach many leaders with their schedules.  
**Action:** Missy Cummins will conduct a survey to see if leader's feel the training is beneficial.

#### **New Business:**

- **Executive Committee Meetings:** Continue monthly meetings, cancelling meetings on an individual month basis. Third Monday of the month is what is available for 4-H staff so meetings will switch to that night on a trial basis as having meetings the night before the quarterly Leader's Association meetings might prove difficult. December meeting will be skipped, making the next meeting January 18th at 6:30 PM.
- **Leader's Recognition Awards:** Certificates to recognize leaders completing trainings are finished - the two signature spots will be signed by Missy Cummins and the President of the Leader's Executive Board - this batch will be signed by Bonnie Moore as acting president and they will be handed out at the January quarterly meeting.
- **Liaisons:** Discussion on if the Executive Board would like to continue to act as liaisons. We would like to continue to have the liaison position so project areas know where to go for information and support that doesn't need to go directly to 4-H staff. Liaisons should have a job description that says not just what they should help with but specifically what things they should be pass directly onto 4-H staff. Liaisons attending project area meetings will be taken under advisement. Assigning board members to liaison positions is tabled to the January meeting. The division under consideration is: Horses, Large Livestock, Small Livestock, Still Life.  
**Action:** Missy Cummins will work on a flowchart that shows where superintendents/key leaders should go with concerns, it is requested that which issues should to to liasons and which issues need to go directly to staff be on the flowchart (or on the back of the paper).
- **Committees:** Some committees aren't being utilized anymore and need to be dissolved. Committee members can be called for from the floor and committees need to have more than just one person on them but the Executive Board can request a specific person to

chair the committee. The chairman of a committee can recruit more members if they see fit in addition to the call for volunteers from the floor. Committees should be making reports.

**Committee Review:**

-*Budget Committee*: Treasurer will be chair and will call for people to join the committee when it is time to complete a budget plan/review. Committee will continue.

- *Audit Committee*: Treasurer (both incoming and outgoing) should not be on committee. Committee will continue.

- *Endowment Committee*: Committee will continue.

- *Grievance Committee*: Committee will not continue. This is not the way grievances are handled in the program now.

- *KYG Committee*: This is a project not a committee, Peggy and Kirk Gresham lead the project. Committee will not continue.

- *Nominating Committee*: Current chair Marjorie Cavins, call for more committee members in April. Committee will continue.

- *Record Book Committee*: Rachel is hoping to have this be a functioning committee to make changes. Will be addressed at future meeting

- *Scholarship Committee*: Bonnie will call Nancy Peck and see if she would like to continue to chair this committee. A call for committee members will happen at the January quarterly Leader's Association meeting.

- *Ribbon Committee*: This is a position not a committee unless the ribbon system needs to be redone. Committee will not continue.

- *Supplies Committee*: This is a position not a committee. Committee will not continue. All other committee review will be tabled until the January meeting.

**Action:** Bonnie will call Nancy (scholarship) about being chair, committee review will be completed at January meeting.

Meeting Adjourned by Acting President, Bonnie Moore, at 8:30 PM

Next meeting: January 18th, 6:30 PM, Heritage Farm conference room.

Submitted by:  
Heather LuBean, Secretary