

**Waukesha County 4-H Leaders Association**  
**Board of Directors Minutes**  
**February 25, 2021**

Meeting was called to order at 7:00 pm by Vice President Matt Eide

Members present: Barb Jones, Jacey Heller, Terri Johnson, Matt Eide, Jim Jones, Nicole Rockteacher

Youth: Brooklyn J.

Educator: James Boling

Guests: Chrissy Gluege, Aaron Schuett, Betty Otter, Flash Gordon

Absent: Katy Cronce

A. Pledges deferred

B. Consent Agenda Reviewed including:

1. Minutes- Terri (2<sup>nd</sup>- Matt)- Minutes approved
2. Treasurer's Report (See separate files)
  - a. Edward Jones \$33,000 moved to new CD due in August, cash account not FDIC insured
  - b. Poinsettia- \$879.80
  - c. Kringle- \$1851.74
  - d. Donations- \$823.83
  - e. Giving Tuesday \$700 check has arrived at office
  - f. Still some details to work out with Fairgrounds on meeting bill

C. Fair Report: Chrissy & Aaron

Fair planning on July 21-25, 2021. Considering precautions, guidelines ever changing, working with county and expo grounds, fair working with Leaders Association on integrating events. Ensure exhibitor opportunities no matter what. Fair open to exhibitors of any youth group, not just 4-H. State Fair announced any individual youth able to participate. Mar 6<sup>th</sup> - 8 am virtual fair info session, March 15- June 15 online entries open. No solid info on vaccine clinic impact to fair yet. Less access to buildings before fair weekend. Plan to be as normal as possible, be prepared to make adjustments as needed. Maybe build plexiglass barriers for food stand. WI Association of Fairs has been meeting with WI Extension working on policies. Expect April to have clear guidelines from UW Madison on summer programs. 4-H Raffle- Jann & Chrissy connected and Jann has paperwork, fair will need copy of raffle license. Should get license number in a couple weeks. Matt signature just needed on form.

D. No correspondence.

E. Open Business

1. Freezer- James & Matt to follow up on disposal
2. Bylaws- James will work on qualtrix to all registered leaders for bylaws changes. Send pdf with link to vote to all registered volunteers/ leaders, include anyone pending. Matt- Add summary with what has changed, Terri agreed to double check Matt's summary

F. Standing Committee reports

1. Camp- Planning 2 day daycamp, twice. Days set. Can do 2 or 4 days. Getting forms out, registration link starting next week. Camp did great job with giving Tuesday!
2. Leadership-
  - a. Quarterly All Leader Meetings Mar 10, June 9
  - b. Encourage parents and youth to hold 1 project workshop- less commitment than being a project leader
  - c. Finished Family Handbook Update- James making final edits
  - d. New Family Orientation- 4 meeting series, teen council also helping
  - e. New Google forms data base going well to track new interest
  - f. Planning to add a google form and promote joining committees/ board to get more people involved
3. Promotions & Events-
  - a. Virtual Performing Arts Day. 4-H paying for judges not fair this year.
  - b. Social Media- facebook contest on March- James has prizes for drawing
  - c. James & Hannah working on instagram & Twitter
  - d. Hashtags promotions: Projects in April, Fair, 4-H Week
  - e. James planning Kids Zone at fair
  - f. Info Booth at fair- "escape room" style scavenger hunt
  - g. End of the year picnic- possibly Aug 21 or 22 at Frame Park with volleyball tournament
  - h. Open house planned as usual at Expo in October for 4-H Week
  - i. Google database for new memebtrs going well, able to track enrollment and send template emails
  - j. Plan to start google form to encourage and track people to join committees and board
4. Food Stand- Start meeting next month 3<sup>rd</sup> Mondays

5. Awards- Demonstrations of new excel spreadsheets, 3 parts to record book like current. Help sheet designed. Recommend print and put in binder. About me page, photo, goals, year end summary. Binders to come into county each year for judging. Nicole, Dana or Terri to present at All Leader meeting, start discussion how clubs can promote record books- encourage parents why it is important. Send awards winners to James & Barb to promote.
  - a. Maybe next year require in county charter to require clubs to talk about record books at least once in their general meetings
  - b. Matt- (2<sup>nd</sup> Barb) to approve new record book format. Unanimously approved.
6. Finance/ Fundraising-. Gala not happening- but sending letter to businesses who have supported in the past- Business sponsors on Teen council Tshirt. Raffle Tickets plan (get a Tshirt if you sell enough Tshirts) Camp also sending business letters- not overlapping. Need to figure out how to distribute tickets to families- maybe combine with plastic collection. Have different pick up stations, maybe partner with businesses such as Farm & Fleet, TSC ask for freebies, sell raffle tickets, partner with promotions committee to bring brochures and promote 4-H to the public too, James has UW Extension tents to use- April/ May. Raffle Goal- 36 tickets per family (\$60), \$50 buy out option tax deductible, estimate \$1000 in costs (cash prizes and ticket printing). Getting 5500 tickets printed. It is possible to print more tickets if it goes well with early sales.
7. Expansion/ Review- no report
8. Youth Report/ Teen Council:
  - a. Still meeting over zoom for monthly meetings
  - b. Helping to complete all Project Guides
  - c. Helping with New Family Orientations
  - d. Planning to run youth games at August 4-H Picnic
  - e. Starting our annual Video production- "Why you should join 4-H"
  - f. Plan Fair T-shirt for sale
9. Educator Report:
  - a. Working to start new programming
  - b. Expecting update form state- increasing numbers for groups
  - c. Allow counties to make decisions with program planning- following guidelines and program proposals
  - d. Molly resigned, Staci assuming some roles for 90 days
  - e. Coordinator position put on hold for now-still working on it
  - f. Waukesha 4-H Charity of the Month from Piggly Wiggly- more details to come. Fundraising opportunities.

- g. 5 yr federal grant & DPI grants submitted.
- h. 2021 graduate scholarships being accepted
- i. Aug 10- Meat products auction for WI Foundation
- j. VIP resources
- k. Annual Leadership Training resources
- l. 347 enrolled, 130 volunteers, 190 youth, 27 cloverbuds, 77 members pending, 32 volunteers need training to be completed
- m. Community programming March, April May, June- Waukesha North- will be enrolled in 4-H. Emerging Leaders at Les Paul- 40 opportunities so far.
- n. Need leaders to send info to Staci to send photos and announcements to Staci.

#### G. New Business

1. March 1 deadline: Historically- had to be by Mar 1 to show in fair, camp discount issues, fair has no requirement it is a 4-H Waukesha county rule. Can enroll anytime in 4-H. Need to promote reenrollment early (October 15) for insurance coverage at meetings and activities. Need to be registered within 1 month. Eliminate March 1<sup>st</sup> deadline. Earlier dues helps for budgeting for programming. Promote to leaders to make sure members are enrolled by activities. If not enrolled in projects, you will miss information. Jacey (2<sup>nd</sup> Barb) Eliminate March 1 deadline, Focus on Oct 15 for reenrollment, and 1 month to complete enrollment for new members. Unanimously passed.
2. Book keeper edits presented by Jacey- questions about background check if it would include. James to send out info to recruit volunteers for the role. Jann talking to Kristen Blum. Matt (2<sup>nd</sup>-Terri) Motion to accept updated job description, keep consistent language as IT director, ie confirmed annually. Unanimously approved.
3. Officer Elections:
  - a. President: Matt (Barb, Terri)
  - b. Vice- President: Terri (Barb, Jacey)
  - c. Treasurer: Jacey (Barb, Terri)
  - d. Secretary: Barb (Terri, Jacey)
  - e. Motion to cast a Unanimous ballot (Terri, Barb)- Unanimous passed

Meeting was adjourned at 9:13 pm.

Next board meeting date, time and location will be Thurs Mar 25<sup>th</sup> at 7 pm.

Respectfully submitted,  
Barb Jones, Secretary