

**Board of Directors Minutes**  
**October 26<sup>th</sup>, 2017**

Meeting was called to order at 7:00 by President Peter Bruce.

Members present: Peter Bruce, Jann Pfaff, Steph Posbrig, Jamie Udulutch, Terri Johnson, Ellen Pawley, Jacye Heller

Youth: Emily Udulutch, Zach Heida, Sara Heida

4-H Youth Educator: n/a

Guests: Betty Otter, Flash Gordon, Jerry Braatz

**Secretary's report:** Jamie moved to approve the secretary's report. Terri second the motion.

**Treasurer's report:** Treasurer's report was presented.

**Correspondence:** County Fair wanted to know if we would like to sponsorship again. Terri moves to send in partnership contribution. Ellen 2<sup>nd</sup> to replenish the supply of sticker ribbons.

**Open Business:**

- A. Strategic plan – Tabled till next month.
- B. Square devices policy – Have finance help create policy. Peter and Steph can help committee to make a draft. Checking out policy, return policy, etc. to be included in document.
- C. Board book, sections 7 & 8 – The board should be putting the treasurers report in section 7. They should be 3 holed punched and the budget should be on top. Section 8 to be revisited by the finance committee. Cash handling policy to go to Flash to paper hole punch for binders.
- D. Cloud based documents/email distribution – Make sure that the board registers their emails. Peter sent out the email to our 4-h emails. Some emails are already signed up. This is a work in progress.
- E. IT director position – model it like the bookkeeper position.
- F. Online Voting-Issues/Nomination Forms – Leaders are still pending. It takes about 21 – 28 days for the background check to go through. Everyone who is registering/pending will be able to vote. Terri moves to send ballots for Board of Directors to registered and pending leaders. Jamie second the motion. Terri will send a copy to Jann when she sends out the blurb. There are 4 vacant spots; 3 – 3 year terms and 1 – 1 year term. The 1 year term will be decided at the December board meeting. There will be 2 separate emails. New time table: 10/30 nominations go out, back by 11/3. Voting deadline will be 11/20, pending on when Jerry can get the voting systems ready.

**New Business:**

- A. Insurance 2-Policies – Peter and group were able to speak to Don Lynch via telephone. They discussed the kitchen policies vs the UW Extension policy. The kitchen policy is from July to July. American Income Life can cover family, youth and adults. Don would like to come meet every April to adjust insurance to what we are doing. If we would go with Don Lynch policy, we would invoice UW Extension for 2018. Terry would research old insurance motion from past minutes.
- B. December meeting – Jann has a doodle poll that she will send to the board to see what dates are available for all of us to meet. December 7<sup>th</sup> seems to be a popular date.

C. VIP Training – People want to get trained. We can bring in another educator in from another county. Jen from the Racine county was brought up about helping out. We would need to get people together to decide on a date.

D. Kitchen Committee Rebates – The board received a letter from the Brookfield Blazers stating that they are unhappy with how the kitchen is ran and how they will no longer be volunteering in the kitchen. When they received a letter from the kitchen committee, there were no reasons given about why they were deducted money. The only thing written at the bottom was “for disciplinary actions”. Clubs wanted reasons why there deducted. Green and Growing has also spoken to the office about how unhappy they were and will most likely not be volunteering next year. The next kitchen committee meeting Peter will attend on 11/8/2017.

**Standing Committee Reports:** (committee liaison)

**Activities and Events** (Matt): Nothing to report.

**Awards** (Terri): Final youth banquet meeting was on 10/25/17. So far 80 youth and 90 family members have rsvp'd. There will be no program at the meeting, they will be doing door prizes.

**Camp** (Jann, Jacey): Nothing to report.

**Endowment** (Peter): Nothing to report.

**Expansion/Review:** (Terri) Nothing to report.

**Finance** (Terri, Jacey): For the cd, we can either sell the \$10,000 and keep \$10,000. Or put the \$20,000 into a 2 year plan. We can still take out the money out of it if needed. Ellen moved to put the \$20,00 CD into a 2 year plan. Jann seconded the motion.

**Food Stand:** (?): General meetings will be 1/16/18, 3/20/18, 5/15/18 and 6/20/18. Sent a room confirmation to Molly. Finance has received 1 card back from Marge, waiting to get the other one back from Laura.

**Fundraising** (Peter, Jamie): They are starting to get donation letters back for the Gala. So far \$1,500 to \$2,000 in sponsorship. The menu is set and working on getting invites out by January.

**Leadership** (Stephanie): No report

**Promotion:** (Matt): They are working on appearances digitally between facebook and other social medias.

**Youth Rep:** (Emily): Pumpkin picking this Sunday. So far 60-70 people have signed up. The next Teen Council meeting is this Saturday.

**Youth Development Educator Report:** (Jerry Braatz) – Jerry told us that they are going to be posting the 4-H Educator position. We asked it to be named, 4-H Youth and Family Educator. He asked us what top qualities are we looking for in an educator, the board decided the following: 1. Good communication skills with youth and adults; 2. Good understanding of 4-H; 3. Follow through with things; 4. Participation in the 4-H community; 5. Problem Solver; 6.

Meeting was adjourned at 9:06PM

The next board meeting will be October 26<sup>th</sup> at 7:00, located at UWW N-027

Respectfully submitted,

Steph Posbrig, Secretary