

4-H Riverside County Management Board

September 30, 2013

Administrative Director's Minutes

The first meeting of the 4-H Riverside County Management Board was called to order by Robert Wright, Executive Director.

At 6:45 PM, on Monday, September 30, 2013, at the Moreno Valley 4-H Office.

Attendance: Robert Wright, Eric Barrett, Stephanie Barrett, Susan Marsh, Cate Wright, Cheryl Eggleston, Wanda Tiss, Heather Bean and Kevin Bean (first part).

Insertion Statements:

Personal Declarations: To start off the Management Board and the 4-H year Robert Wright asked the Management Board to talk about what their vision is for 4-H and their Mission Statement.

Robert Wright: He wants to give kids the opportunity.

Cate Wright: She wants to see kids helping and giving back to the community.

Susan Marsh: Susan wants to make 4-H a household name.

Wanda Tiss: She wants to help kids and families who have trouble paying enrollment and not lose the opportunity to be part of 4-H.

Stephanie Barrett: Stephanie's excited about moving forward in the county. She wants to ensure that potential members, leaders and families are communicated with.

Eric Barrett: Eric said that he wants to make 4-H a safe place for members to make mistakes and then learn from them so they can explore their spark and prepare them for their future.

Prior Minutes: The County Council Minutes from July were presented. They still need approval. Cate Wright moved to approve the County Council July Minutes. Wanda Tiss seconded the motion. Motion accepted.

Treasurer's Report: The Treasurer's report was tabled to give the Treasurer time to input all the missing data.

We need to update the bank signers to the new board positions. Susan Marsh moved to set the bank signers to Robert Wright, Stephanie Barrett, Susan Marsh and Wanda Tiss. Heather Bean seconded the motion. Motion carried unanimously.

Wanda looked at the computer and it looks fine; nothing has been imputed since February though. Robert would like to get the computer checked by someone outside of 4-H so we can ensure there are no problems with it at this time. We can't vote to pay for it to be looked at until we have a budget.

Budget: We can't pass a budget until the Program Board meets to plan out their budgets.

New Business:

Present Membership Status: We'd like to have the current membership numbers. That way we can easily know how to budget and manage enrollment. It would also allow us to more easily cooperate with the fairs. It was also suggested that we have it on file when clubs close their enrollment. We have to still pay for members if they don't pay. We have to show all reasonable effort to recruit for diversity and minorities.

It was suggested we create a shared online document that has a list of current members.

Membership Health: Someone approached Robert at awards ceremony asking what he could do to add to 4-H. We would like to send out a survey to ask people what they want to see in 4-H and how they feel about their club. We want to be able to create healthy clubs. We need to be able to make sure that people entering fairs as part of 4-H are enrolled. We'd like to improve the newsletter as to increase county awareness of what's happening in the county. We can put advertisements in the newsletter so we can pay to print and mail them to people in the county.

How will future Open Door meetings be run: We need to make sure these meetings are run orderly and transparently. The Management Board discussed how we want the future meeting to run. It was suggested that if anyone wants anything on the agenda they should submit it before the meeting, then at the beginning of the meeting they would have a certain amount of time where they could talk about their topic. We'd also like to have a system for bringing up anonymous white board topics.

Since the Management Board is only meeting quarterly, fund Requests will be sent into the office whenever they are needed. The member could write a report on the event or activity for the newsletter.

Calendar of Events: The Program Board needs to meet so they can plan their Budgets and Calendars. We should have them meet somewhere around October 21-25. Stephanie, as liaison to the Program Board, will arrange that. The Management Board needs to meet after so they can discuss the budget and calendar. They decided to have a Management Board meeting on November 18.

Susan Marsh moved to adjourn the meeting. Cate Wright seconded the motion. Motion carried unanimously.

Meeting adjourned at 8:57 PM.

Next Meeting: November 18, 2013
 6:30 PM
 Moreno Valley 4-H Office

Respectfully submitted,

Eric L. Barrett