

Mendocino County 4-H County Council
Agenda
October 3, 2015
Time 9:00 am
Location Ukiah 4H Office

Minutes code:

Agenda item

Minutes from meeting

Supporting documents included in Sec'y binder and generally distributed at meeting

Vote needed or taken

Staff Report – Linda unless otherwise noted

Action item

Officers: President Lyn Anton (M), Secretary Kelly Boesel (U), Treasurer Nadine Boer (U)

Staff: Linda Edgington Program Representative

- I. Call to Order – *at/by 9:20 am by President Lyn Anton (M)*
- II. Flag Salute and 4H Pledge – *by Ericka Boesel (U) flag, Hannah James(L) and Cassandra Basler (L) pledge*
- III. Introduction of Guests – *Erin Holzhauser T.R.A.I.L. Teaching Riding as an Access to Independent Living*
 - a. *Therapeutic riding program. Started 1993 by group of 4h'ers in Willits club and has since spread to members from countywide. TRAIL is a 501(C) 3 non-profit – this allowed them to get horses that specialize in therapy work. Allows program to service adults and children and hire a PATH certified instructor and aids and have a successful program.*
 - b. *Clients have autism, processing disorders, PTSD, asperger's cerebral palsy etc. Benefits : horses movement is closest to our own and their steps are similar to ours in our normal gait. This creates/mimics normal human movement to/for the riders. This helps improve mobility in the rider, creates confidence, relax as well as increase muscle movement and tone. Helps with focus, tactile stimulation, decompression etc.*
 - c. *Horses help client work on social skills – maintain space, watch body movements, be a leader etc*
 - d. *Volunteer opportunities: head walker: help regulate pace of horse, watch horses movements from the front, side walkers: supporting client physically, help for safety, help give instruction. Care takers: help care for horses as an athlete, maintain conditioning, clean stalls, work with kids, help fundraise etc*
 - e. *Program has also opened up new career paths for the volunteers who have decided to have a career in allied fields ie attorney for children, work rehabilitation etc*
 - f. *How can we help? www.ridgewoodtrail@gmail.com (707)391-3873 Erin . She will also come to any meetings to talk about program, give demonstration with dolls etc. Program is Sun – Thus all day for those that want to help. Check in with Erin first for privacy reasons. This would be an excellent opportunity if your club needs community service, a speaker for a meeting, recreation for a meeting, etc Make sure members are signed up for TRAILS program to be covered by insurance – can also be a project is wanted, can be civic engagement etc. Assistance doesn't*

have to be long term – can be for a short time ie two months or four months or once monthly or every other month etc. Have to attend training first but they are offered many times throughout the year. Operate all year around but right now there is not a covered arena – they are in the processing of fundraising for a covered arena.

- g. *Ridgewood Trial Riders*
- IV. Approval of Minutes – *see attached*
 - a. *Corrections Pg 2, Section VIII Committee Reports, I&R reports #4 Change spelling to WendyLee Beak*
 - b. *Additions: none*
 - c. *Motion to accept by Nadine Boer (U), Second to accept Ericka Boesel (U), voice vote Aye*
- V. Treasurer's Reports – *see attached*
 - a. *Changes to balance sheet – working on getting a more complete inventory of hard assets (IE curtains, laminating cart) as they are located. They were not originally on balance sheet so they are being placed onto the balance sheet*
 - b. *Notice the sub accounts of funds that we are holding for other purposes etc We have to keep that money separate until the time at which those funds are converted to the general fund*
 - c. *Received a donation from Pacific Redwood Medical group for \$2500 – the Emergency room doctors. A portion of the money (\$1000) will be used to help us purchase a water tank for Redwood Riders. Redwood Riders lets 4H use their arena for training and events as well as their old flags for color guard. They have also agreed to help with our horse activities and would like to sponsor more horse events for the youth. The remaining \$1500 has not yet been earmarked but will go into the general fund*
 - d. *For enrollments: when a member is enrolled online there are NO refunds. Your club will have to pay for them anyway. IF your club has received enrollment papers do NOT enroll them unless you, as a club, are going to pay for the enrollment fees – we will get billed by the State for ALL enrollments even if the members later drop. The exception to this is for those that are requesting a fee waiver ie 'scholarship', whether partial or full – the club MUST make sure the proper forms are completed in order for the Council to pay for the enrollment fees. These fees are not paid for by the State but are paid for by the Council.*
 - e. *Nadine will be sending out invoices in November to the clubs for enrollment fees that are due by the clubs.*
 - f. *Motion to approve: hand vote aye _____ no _____*
- VI. Reports by Youth - *none*
- VII. Staff Reports – *Linda Edgington*
 - a. *A new advisor - has been hired. Her name is Carmen and she will start January 11, 2016. She is moving here from Nebraska. She will be working out of the Ukiah office. Not sure what her duties will be as far as helping 4H program*
 - b. *Leader Orientation – done one set already on the Coast. Leaders must have turned in enrollment form, fingerprints AND been cleared, they get link to video online, pass with 18/20 questions THEN meet with Linda approx. 1.5 hrs on how to lead a project, university life skills experiential learning, thrive etc. Get updated leader manual, existing leaders will have to have some continuing education to keep up with policy changes. Leaders fingerprinted prior to 2003 will have to re-done due to changes in criminal record reporting processes by other agencies.*
 - c. *Leader changes – more focus by the state on experiential training*

- d. Treasurer training – *for the members, Linda is doing one on one and group training. MUST bring books up to state requirements for club reporting and to keep a system of checks and balances in place to catch any reporting errors*
- e. Officer Training – *Linda can do training for the new officers in your club but will need help from the clubs. She will plan a group officer training next year so they can all get trained at the same time rather than individual club trainings*
- f. National Science Experiment – *Wed Oct 7th – at Ukiah 4H office. Have 4 kits for club (1 for the coast) if they want to use them. For ages 10 and up, involves motion etc. Linda will be at Coast Oct 12th.*
- g. Extravaganza - *Need a club to host Extravaganza. We have a Fashion Review committee, Stills needs a committee, we have a food committee. We need a club to host – Linda will ask RV/C as they did not host last year due to lack of participation.*
- h. Project Leader Networking - *Linda will send all leaders a list of other leaders for their projects so they can arrange to meet together and create project specific field days etc*
- i. Club outreach – *Linda and Hannah Bird of Hopland Field station had a booth at REF and Boonville fair – collected information from attendees interested in 4H. Information was forwarded to individual clubs so they could contact potential members. Also got the names of three adults in Anderson Valley who were interested in being project leaders.*
- j. National Shooting Sports instructor workshop – *Linda went to Pistol discipline and will be certified to train people to be project leaders (pending final approval at workshop). There were 30+ attendees from California that were being trained to be shooting sports instructors (various disciplines) for project leaders. She is also certified to train trainers/leaders in rifle, shotgun and archery. If someone is interested in being a shooting sports leader, contact Linda to arrange training to be a shooting sports leader*
- k. Archery Training – *will be held on coast shortly as the coast has some people interested in the project*
- l. Western Heritage Shooting - *is having a training in mid state in March 2016 for those that are interested in being a project leader for the Western Heritage project – see Linda if you are interested*
- m. Club Inventories – *are due NOW to Linda*
- n. Outreach documentation - *is due NOW from club – how did you promote your club last year? Make sure to provide information about how you promoted your club*
- o. Club Planning guides- *due NOW - after Linda gets them she will forward to I&R for review for Club Banner program*
- p. Need completed 2014-2015 actual budget from individual clubs - NOW
- q. Need 2015-2016 proposed budget from individual clubs – *must be approved by club prior to submitting to Linda – submit as soon as you have this month’s meeting*
- r. Bylaws and Constitutions –*for the individual clubs also will be due –make sure to include the new verbage about the Steps for Success in the bylaws*
- s. Valley Fire Fundraiser – *Sat Oct 25 4-8 pm at Redwood Empire Fairgrounds. Want 4H to help set up tables beginning at 12 noon. Help with bussing tables, provide desserts, collecting silent auction, live auction and raffle items. Tickets avail at Mendo Mill and Chavez Market. Chavez market is sponsoring some music and a taco dinner. A service group will be providing Spaghetti dinner. Tickets are \$15 in advance, \$20 at the door, under 6 are free. Desserts are \$2.00.*

water/soda are \$2.00, Alcohol is \$6.00 NCO will be collecting funds and already have application process in place for disbursement. They partnered with Mendo Lake credit union and are already processing applications. 100% of proceeds are being disbursed. Admin costs etc are being absorbed by the agencies assisting. Other agencies and businesses are helping with the finances. Want some youth for PSA's –email Linda. Wanting to raise \$50,000 during this event. Need volunteers to sort donations (no more clothes!) at other evac centers. Bu-Shay at Lake Mendocino is closing this weekend and needs help sorting and moving items to other centers

VIII. Committee and Other Reports

- a. I&R – Linda
 - i. Proficiencies – *please remember to look for the latest proficiencies on the website. This year they were due Sept 30. Next year they will be due Aug 31. Application for proficiencies is due in April.*
 - ii. Record Book – *new manual for 2015-2016*
 1. New Record Book Manual judging video – <https://uc-d.adobeconnect.com/a841422360/p69hj671kiw/?launcher=false&fcsContent=true&pbMode=normal>
 2. *There are separate manuals for youth and adults*
 3. *There is a separate link for forms*
 4. Record Book workshop – *November 14th Ukiah 4H office 1-4 pm, rsvp to Linda. Mandatory at least one parent from each club MUST attend so you can take information back to your clubs. The last part of the training will be for leadership development report so anyone else can leave*
 5. *Leadership Development Report –*
 6. *Senior Resume*
 7. *County judging is Oct 15th – need 1 judge for each three books from each club*
 - iii. *More club representation needed – suggest one member from each club - or else the decisions for the committee will be made by only a few people. Attendance can be done remotely*
 - iv. *PDR Guidelines – suggestion as a useful tool*
 - v. *Presentation Manual is out.*
 - vi. *Presentation Day workshop is Sat Dec 5th 1-4pm – need volunteers for a committee*
- b. *Camp Steering – – Kristin Looney (RV/C) – notes emailed to Lyn, last meeting cancelled and next meeting will be held at end of Oct but no date set*
- c. MCJLAC – Rhonda Brown (PV)
 - i. *If you want to know what is happening and receive a copy of the minutes, you can request to be on the mailing list: Wesley Hunt at: misswhunt@gmail.com*
 - ii. *Vote coming up to make maximum swine weight at 285 lbs at the scale as the processor cannot take hogs heavier than that. Suggest not buy hogs born before February*
 - iii. *Email sent by Sheryn Hildebrand about possible new market project report - more than the old rate of gain but designed to get more information. Looking for interested project leaders, those who are in the business, those who are interested in helping the kids learn about how to produce the best meat for the least amount of money – ie what is the break even point etc Contact Sheryn if you are interested*
 - iv. *Each club has two votes – make sure your rep goes to the meeting*
- d. *WHY conference – happening right now! No one applied for council funds*

- e. Council attendance – *If you want your club to have a voice in the operations of 4H in our county then you may attend the meetings of the County Council. Changes from the State do not limit the number of votes each club may have. Any appointed leader can attend the Council as an active member*
 - f. Fair Awards – *Need fair awards committee chair. This is NOT a 4H committee. We are stakeholders. This committee covers 4H , FFA and Independents. If a fair awards committee chair is not found then the awards given out at the fairs will be greatly reduced. Chris Ceresa (W) will be new chair!!!*
- IX. Old Business
- a. Events Calendar –
 - b. Presentation Day –
 - i. County – date and location – Potter Valley – Rhonda Brown – *Sat Mar 19, 2016 at PV School*
 - ii. Sectional – date and location – Willits – Kara Garman, Heidi Ahders *tba*
 - iii. Record Books – Due October 8, judging on 10/15, need names of judges TODAY! From each club
 - c. Mounted Color Guard / Parade committee – Kelly Boesel (U)
 - i. *Proposal for formation of color guard including supplies needed, uniforms, membership requirements etc Kelly will put together formal proposal with exact prices for flags etc as well as a list of members that are interested*
 - ii. *Parade Chair – someone to coordinate all parade and other public appearance events? - tabled*
 - d. Tractor Supply
 - i. *We have already received a check of \$680 for the Spring event – keep this in mind. We need someone to set up a table or booth to promote 4H and projects*
 - ii. *Pet Day - Sept 19*
 - iii. *Clover days – Oct 7-18 – need volunteers to set up a table at Tractor Supply in Ukiah to promote 4H – notify Linda if you can help*
 - iv. *Lyn wrote a thank you letter to Tractor Supply*
 - e. National 4H Week – Oct 4-10
 - i. *Window decorating contest \$100 prize to the winner*
 - ii. *National Science experiment – Wed Oct 7 Ukiah 4H office. Nathan Hayes Youth Chair (U), Oct 12 Mendocino, there is a kit in the 4H office on the coast for any of the clubs that want to use it.*
 - f. Event sign up sheet – *need chairs for the different events. Linda has a list of people willing to help with different events but we need clubs to take on the duties of host so we can have an Extravaganza, Food and Fashion Review etc*
 - i. *Lyn Anton is working on a poultry field day tentatively in May*
 - g. Wreath Across America – *raffle opportunity*
 - i. *Sign up to volunteer and get a chance to win 100 wreaths for your event*
- X. New Business
- a. Formation of Governance Committee
 - i. Purpose of Committee – *Barbara has volunteered to be on the committee, review changes from the state and change our bylaws as needed*

- ii. Meeting Schedule – *same time as next executive council meeting Dec 2nd*
 - iii. Questions to be answered – *Lyn will get verbiage from the state website and coordinate with Linda*
- b. How often do the Bylaws and Constitution need to be reviewed by the State
 - i. *Lyn will email copies of bylaws of constitution out to members for review*
 - ii. *Frequency revision is not spelled out in our current bylaws*
 - iii. *State wants them reviewed and update as State template changes*
- c. Project Leaders
 - i. *Networking day – all leaders of a species get together, get to know each other, talk about proficiencies, plan field days, review best practices etc. Linda will get out project leader lists to each project leader of each species*
 - ii. *Networking – Networking between leaders... Have a specie or project 'lead' who will get specie, event and other information and make sure all other same specie leaders have it. Also act as a liaison between other same specie leaders and the 4H office, council, fair and event committees etc. Make sure all leaders are getting the most up to date information about their project and the opportunities for their members*
- d. Field Days – *The plan if for the leaders of each species in the county to get together and plan a field day for their respective species ie all sheep leaders plan a sheep day, all dog leaders plana dog day, all horses etc. Once enrollment are finalized, Linda will email all the project leaders a list of the other same project leaders in the county*
- e. October Refreshments provided by Ukiah. January refreshments by : *Coyote Valley – no rep in attendance today so Linda will call them*
- f. Primary Member – *eligibility for judging , breed and showmanship, stills etc*
 - i. *Participation, exhibition vs competition*
 - 1. *Not supposed to be judged at all! Some judges do it anyway. Exhibition only is allowed for cloverbud members so leaders make sure you tell your cloverbud members. If they really want to be judged they have to enter as an independent however if a member in a project, they cannot enter any exhibits from that project as an independent only as a 4H member*
- g. *Presentation Day Manual - <http://4h.ucanr.edu/files/2193.pdf>*
- h. *4H Futures Implementation training day Oct 24 10-4 in Davis- this is a training about the VMO – voluntary management organization. The State is moving towards all 4H programs be run according to this philosophy*
- i. *Hopland Research and Extension Center – Archaeology for All – October 10, 2015 10-2 ticket info <http://ow.ly/QS7B4>*

XI. Club Reports / meeting dates, times, locations

- a. Anderson Valley - suspended
- b. Coyote Valley 3rd Friday – Education Center Coyote Valley Rancheria
- c. Fort Bragg – 2nd Wed 6:30 pm at Presbyterian Church
- d. Long Valley – 3rd Monday 7:00 at Fire Hall
- e. Mendocino Spartans – 2nd Monday 4:30 pm Mendocino k-8 school
- f. Potter Valley 1st Monday 7 pm Methodist Church
- g. Redwood Valley/Calpella – 2nd Tuesday 6:30 pm Redwood Valley Grange

- h. Round Valley – 1st Monday 5:30 pm at Legion Hall
 - i. Ukiah – 1st Thurs 6:30 pm Ukiah 4H Office
 - j. Willits – 3rd Monday 7 pm at Blosser Lane
- XII. Announcements / Events and Meeting Dates / Website or email contacts
- a. Mendocino County 4H Roundup : : http://cemendocino.ucanr.edu/Newsletters_840/
 - b. Mendocino County 4H website: http://cemendocino.ucanr.edu/4-H_Program/
 - c. Mendocino County 4H Facebook page: <https://www.facebook.com/pages/Mendocino-County-4-H/447232965418544?fref=ts>
 - d. California 4H Newsletter: <http://4h.ucanr.edu/News/Newsletter/>
 - e. California 4H website: <http://4h.ucanr.edu/>
 - f. California 4H Facebook page: <https://www.facebook.com/california4H?fref=ts>
 - g. Council Meeting Dates
 - i. Executive Council
 - 1. Wed Dec 2, 2015 1:00 pm Ukiah 4H Office
 - ii. County Council
 - 1. January 9, 2016 9:00 am Ukiah 4H Office – food by *Coyote Valley*
 - h. I & R 3rd Tuesday 5:30 pm Ukiah 4H Office
 - i. MCJLAC
 - j. Camp Steering Committee 4th Wednesday 5:30 pm Ukiah 4H Office
 - k. Record Book Manual – with September 22, 2015 updates..
<http://4h.ucanr.edu/Resources/Members/RecordBook/RBResources/>
 - l. Presentation Day Manual - <http://4h.ucanr.edu/files/2193.pdf>
- XIII. Adjourn Meeting – *Motion by Barbara Nordin Elmer (PV), Second Krisit Thieman (R)*
Voice vote aye

Attendance: Linda Edgington (Program Rep), Nadine Boer (U), Kelly Boesel (U), Lyn Anton (M), Kristi Thieman (R) , Jocey Thieman (R) , Rhonda Brown (PV), Barbara Nordin Elmer (PV), Tonya Campbell (L), Cassandra Basler (L), Hannah James (L) Leigh Hunt (U)

Attached Documents: Minutes July 2015, Treasurer’s reports, Record Book Manual 2015, Record Book Form 2015, Presentation Day Manual 2015, State 4H Newsletters Aug, Sept, Oct, Proposal for Mounted Color Guard, Color Guard Member equipment list, Color Guard equipment and supplies list (county owned), Color guard safety handouts, Bylaws adopted 2013, Flyer for Hopland Research Center “Archaeology for All”

Notes for next meeting: