**Mendocino County 4-H County Council Meeting Minutes**

**Saturday July 14, 2018 9:00 am**

**Ft. Bragg Town Hall, Ft. Bragg**

Officers Present: President Jami Vallejo (U) via zoom; Vice President Leigh Hunt (U), Secretary Devon Jones (U), Treasurer Barbara Nordin-Elmer (PV

Staff: Car Mun Kok, 4-H Youth Advisor and Tannis Boyd

1. **Call to Order** – *at 9:10 AM by Vice President Leight Hunt(U)*
2. **Flag Salute and 4H Pledge** – lead by Jonathan Hunt (U) and Barbara Nordin-Elmer (PV)
3. **Introductions**
4. **Approval of April 7, 2018 Council Minutes** –
	1. *Motion to approve as written by Andrew Kendl (FB) and second by Melissa Aguilar (W). Voice vote aye carries, no none*
5. **Youth Reports**: Jonathan Hunt (U) provided a brief report on the 2018 4-H camp
6. **Treasurer’s Reports** –
	1. Approval or amendments: The second installment of enrollment fees will be due to the state by the end of July. J.T. Williams at the county 4-H office also has discovered some funding (around $671) that is available for purchases of supplies, etc. as needed.

Andrew Kendl (FB) made a motion to and approve the treasurer’s report as presented. Ali Arteaga (RV/C) provided a second. Motion carried.

* 1. Liability Accounts: Guide Dogs, Hi 4-H, Shooting Sports

Shooting sports: Car Mun Kok reviewed information on the rifle inventory. Claiming through insurance had a higher deductible than what the rifles were worth. The rifles belonged to camp, so they decided to purchase pellet guns to be able to use them at camp.

It was recommended to keep the shooting sports money held in a separate liability account and to send information to the clubs on shooting sports options and trainings for leaders.

Guide Dogs: Jeanette Hallman (PV) contacted someone that she knows that works with guide dogs to see if they may be interested in doing a guide dog project. In her research it was determined that the cost of looking into a guide dog project was not that significant and a guide dog project can be started through a standard dog project. There is some training that is required, and most training opportunities are out of county. After discussion, it was recommended to leave the funds in the account to see if there is any interest from any clubs in participating in a guide dog project to cover related expenses.

Hi 4-H/Teen Leadership Activities: Hi 4-H has not been active since 2015, but the funding can be used toward teen leadership activities. The Potter Valley club may consider using this money perhaps for a Hi 4-H project for next year.

Car Mun Kok mentioned the recent money she received for the Teens for Teachers program which encourages teens to work with younger students on certain curriculum. The Teens for Teachers program may be able to be combined with the Hi 4-H program for a combined educational and fun experience. Those that may be interested were encouraged to contact Car Mun Kok.

Melissa Aguilar (W) mentioned that Willits has several teen members that may be interested in a Hi 4-H project as well.

* 1. Generator purchase update: the Honda generators (inverter technology with companion generator and connector cable kit), were purchased from Rainbow Ag for $2120.87. Rainbow Ag can do all the scheduled maintenance, but someone will need to track the hours of use at the office so that the maintenance can be scheduled. Secretary Devon Jones has drafted some operational instructions to include with the check out.

The generators will need to be added to the inventory list.

A maintenance fund for the generator was added within the budget for 2018-19. Devon Jones (U) will look into contacting Rainbow Ag to come up with a figure for maintenance.

Car Mun investigated charging a basic fee for the use of the generator by the clubs to cover the generator maintenance and a fee is allowed. It was suggested that a flat fee versus an hourly fee be considered.

Melissa Aguilar (W) made a motion to charge $10 per checkout as a flat fee for using the generator with funds to be placed into the maintenance account and Ali Arteaga (RV/C) provided a second. The motion carried.

It was recommended to have a limit on the number of days that the generator is checked out and to develop a contract for check out to ensure that the generators are in working order when returned.

d. 2018-19 Draft Budget:

Abigail Comstok (RV) made a motion to allow for Barbara Nordin Elmer (PV) to have funding available to allow for her computer to be serviced. Ali Arteaga (RV/C) provided a second. The motion carried.

The enrollment fees for 2018-19 were reviewed and there was a discussion of the proposed costs for adult enrollment. Concern was expressed over continuing to charge adult volunteers with increased enrollment fees since there has been a reduction in the number of volunteers.

Andrew Kendl (FB) made a motion to keep the adult enrollment fees at $20/adult with the $18/adult going to the state and $2/adult going to the Council. Ali Arteaga (RV/C) provided a second. Motion carried.

For 2018-19 there was no budget for a Clover Bud Field Day. It was decided to not budget for a Clover Bud field day for 2018-19.

A generator maintenance budget of $300 was added under inventory/equipment. This budget will be reviewed to determine if it is sufficient based on maintenance needs.

Andrew (FB) made a motion to accept the proposed 2018-19 budget with discussed amendments and Abigail Comstok (RV/C) provided a second. Motion carried.

e. Year End Audit Report: Lewis Lincoln and Beatrice Lincoln (RV) volunteered to help Barbara Nordin- Elmer (PV) with the year end audit report.

1. **Staff Reports** – Car Mun Kok
	1. Enrollment Fee: The state 4-H fees are proposed to continue to increase over the next few years with the explanation to cover administration costs and the licensing fees for the online state 4-H system. The enrollments are due by December. It was recommended that those 4-H members who have project animals be encouraged to budget enrollment fees from income made from the project animal. The issue of fee waivers was discussed, and clubs were encouraged to work with the Council to keep track of waiver requests.

b. 4-H Year Enrollment Year: the state 4-H year starts July 1st, so enrollment is currently open. The current dates for enrolment webinars were discussed for new and renewing volunteers. The enrollment process was also reviewed. The enrollment key is Mendocino (capital M). Enrollment needs to be done before December 31st. All youth taking market animals have registration due October 15th.

c. Financial Reporting: Clubs are to submit financial reports and inventory to the county 4-H office by August 31st. Any questions on financial reports can be directed to Car Mun Kok.

f. Mendocino County 4-H Director Position: The position was posted; however this last search did not end up in the hiring of an individual. The failed search was most likely related to the salary level and the need for most candidates to relocate. The position has not been reopened at this date, but Car Mun will re send the position requirements.

1. **Committee and Other Reports**
	1. Governance Committee

ii. County 4-H Policy Revisions: The policy redline version was distributed to those in attendance at the April meeting and they were asked to review for final approval at the July Council meeting.

The question of the continued reduction in the participation hours from the state and related concerns was discussed. Car Mun Kok discussed the potential option of allowing flexibility for counties or clubs to establish independent attendance levels that she is in discussion with at the state level. Car Mun Kok will provide follow up information on what options are available.

Under “project proficiencies” the language related to 80% attendance of club meetings was struck since this is no longer applicable. The new language reads: “You must have 80% of proficiency requirements completed to get project proficiencies……”

Andrew Kendl (FB) made a motion to accept the 4-H policies with amendments. Abigail Comstok (RV/C) provided a second. The motion carried.

It was also reiterated that we need chairs and members for both of the committees.

* 1. I&R Committee:
		1. Friends of 4-H Plaques: the I&R Committee has compiled a list of community supporters that should be recognized by the County Council for contributions to the 4H program. Devon Jones (U) has finalized the certificates and will work on a quote. All clubs were asked to provide additional names by the next I/R committee on August 21st.
		2. Proficiencies: All proficiencies are due by August 21st to the county 4-H office. Make sure forms are signed.
	2. Camp Steering – Next Camp Steering meeting has not been set. The data is being reviewed on attendance. Dates will be confirmed later for next years camp.
	3. MCJLAC: None
1. **Old Business**

 a. Mendocino County 4-H Events

* + 1. Extravaganza – The Willits Club hosted back in April and provided a report. A lack of public attendance was noted. Barbara Nordin Elmer (PV) will ask the Potter Valley Club about hosting extravaganza in 2019.
		2. Presentation Day – Leigh Hunt (U) will ask about having the Ukiah Club consider hosting presentation day for 2019.
		3. Color Me Green Fun Run – Long Valley 4-H rescheduled the Color Me Green Run to October 6th. The handouts were distributed, and the clubs were encouraged to help promote the event. Since this is the same date as the October County Council Meeting, it was decided to move the council meeting to September 29th.
		4. Presentation Day Workshop: if anyone is interested, contact Car Mun Kok.
		5. Club and County Record Book Judging: Books are due the last week in October to state. Club review will be in August and County review will be the last week in September. Tannis will schedule a date for County review.
	1. Thank you for Linda Edgington: There are several dates at the end of July that Nathan Hayes is willing to film for thank yous to Linda. Contact Tannis for more information.
	2. Preston Scholarship Report: Car Mun Kok provided a review of the awardees: Nathan Hayes (U), Stephanie Brundage (W) and Katie Penry (PV) were awarded this year.

* 1. Other Old Business: None

X. **New Business**

a. 2018-19 Council Officers Nominations and Elections:

Slate: Jami Vallejo (U) President; Leigh Hunt (U) Vice President; Devon Jones(U) secretary and Barbara Nordin Elmer (PV).

Devon Jones (U) asked for nominations

 Jeanette Hallman (PV) and Lewis Lincoln (RV) volunteered to be members at large

Ali Arteaga (RV/C) made a motion and Andrew Kendl (FB) provided a second to approve the 2018-19 county council nominations

b. Tractor Supply Clover Days October 3-14: Attendees were asked to consider using the clover days timelines to sell cotton candy, etc. as fundraisers for the clubs or the council.

 c. other new business: none

 XI. **Club Reports**

* 1. Anderson Valley – Bank account set up. At least 2 large animal projects.
	2. Fort Bragg – Meet on the 2nd Wednesday of the month at 6:30 PM at the Presbyterian Church. On summer break.
	3. Long Valley – Meet on the 3rd Monday of the month at the Firehall in Laytonville. Working on Color Me Green and prep for fair.
	4. Mendocino Spartans – No representative
	5. Potter Valley- Meet on the 1st Monday of the month at 7 PM at the Potter Valley school multipurpose room. Officers were just elected.
	6. Redwood Valley/Calpella- Meet on the 2nd Tuesday of the month 6:30 PM at the Grange. Transitioning leadership within the club for Community Club leaders.
	7. Round Valley – 1st Monday of the month at 5:30 PM at the Wellness Center. Working on officer appointments and getting ready for fair.
	8. Ukiah – Meet on the 1st Thursday at 6 PM at County UCCE building. Elected officers for the year and getting ready for the fair.
	9. Willits – Meet on the 2nd Monday of the month at Blosser School cafeteria at 6:30 PM.
1. **Meeting Dates**
	1. Council Meeting Dates
		* 1. Executive Council
				1. September 12th.
			2. County Council

 a. September 29th

1. **Adjourn Meeting** – Andrew Kendl (FB) made a motion to adjourn at 12:40 PM. Abigail Comstok (RV/C) provided a second. Motion carried.

Attendance: Jami Vallejo (U), Leigh Hunt (U), Devon Jones (U), Barbara Nordin-Elmer (PV), Kassandra Basler (LV), Melissa Aguilar (W), Beatrice Lincoln (RV), Lewis Lincoln (RV), Andrew Kendl (FB), Ali Arteaga (RV/C), Abigail Comstok (RV/C),
Car Mun Kok and Tannis Boyd.