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

**Saturday January , 2018 9:00 am**

**County 4-H Building, Ukiah**

Officers Present: President Jami Vallejo (U), 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 President Jami Vallejo (U)*
2. **Flag Salute and 4H Pledge** – lead by Devon Jones (U) and Barbara Nordin-Elmer (U)
3. **Introductions**
4. **Approval of January , 2017 Council Minutes** –
	1. *Motion to approve as written by Kristen Looney (RV/C) and second by Lindsey Whitcomb (LV). Voice vote aye carries, no none*
5. **Youth Reports**: None
6. **Treasurer’s Reports** –
	1. Within the budget, Treasurer Barbara Nordin-Elmer (PV) mentioned that there are 97 leaders and 307 youth that have enrolled. There are currently $351.00 in waivers that have been submitted and the budget is only $259.00.

Asa Spade (FB) made a motion to increase the budget for the youth waivers to $351. 00. Kristen Looney (RV/C) provided the second. The motion carried by hand vote. All were in favor and none were opposed.

* 1. The end of the year financial review was completed. Kristen Looney (RV/C) and Devon Jones (U) volunteered to work with Treasurer Barbara Nordin-Elmer (PV) to schedule the mid-year financial review.
	2. Treasurer Barbara Nordin-Elmer (PV) mentioned that the inventory should be updated prior to the next financial review since it has been brought to her attention that there are some video cameras that are missing from the inventory. Leigh Hunt (U) volunteered to work with Barbara Nordin-Elmer (PV) to update the inventory.
	3. It was mentioned that the CD’s will be coming up for renewal in March so any monies that may need to be withdrawn from the CD to cover expenses should be considered prior to March.
	4. The new club seed money for the South Coast Club was discussed and Car Mun Kok mentioned that the Club will be an afterschool formatted group and not a full community club, so no seed money is needed this year. This should be added to the agenda later in 2018 to make sure it is budgeted for 2019.
	5. *Generator purchase:* Travis Whitcomb (LV) stated that two Honda 2000 models with the ability to link would be sufficient and should be under $2000. Kristen Looney (RV/C) volunteered to talk to Hillside Honda to see about pricing and will contact the county UCCE office and President Vallejo with any information she receives.
	6. Asa Spade (FB) made a motion to accept the treasurer’s report as presented. Travis Whitcomb (LV) provided a second. The motion carried by voice vote.
1. **Staff Reports** – Car Mun Kok
	1. Conference Call: Asa Spade (FB) asked about the continued ability to have a call-in option for meetings since it is helpful for the coastal members. Car Mun Kok said that Zoom is still available and that she will send out the link to be distributed to everyone and the same link can be used for all future meetings.
	2. Club Status: The South Coast Club is going to be a full community club in 2019, but will be using the after-school format this year. The Anderson Valley club is moving forward this year and is waiting for paperwork to be finalized with the state.

Wynne Crisman (AV) made a motion to extend the livestock registration for Anderson Valley Club from December 15, 2017 to January 15, 2018. Lindsey Whitcomb (LV) provided the second. The motion carried.

It was also recommended that someone from the Anderson Valley Club start to attend the MCJLAC meetings in the future.

c. Area presentation day will be held on April 21st at Del Norte Highschool. Car Mun Kok will send out additional information on the registration deadlines.

d. Car Mun Kok also mentioned that there are a few UC policies that should be reviewed. The first is that all online registrations for 4-H events will need to be set up through the UC ANR survey builder website. Car Mun Kok was asked to move forward to establish an account for the Mendocino 4-H County Council to prepare for receiving payments online for the Color Me Green event.

The other policy that was discussed was the UC Policy on animal ownership/supervision policy and the policy was presented to those in attendance.

e. Club treasurer training information from the state was distributed for review

f. The new JoAnne Fabric 4-H benefit was discussed, and information was distributed.

g. The Clover Day training is on March 17th in Rohnert Park. This is the same day as the Color Me Green run, but Car Mun Kok said she would send out the final information when available.

h. Re-Enrollment Process: Tannis Boyd discussed the status of the enrollment process and the issues that were seen with this year’s online registration process. If anyone has any questions on any club leaders that have completed or not completed registrations, please contact the UCCE office.

i. Travis Whitcomb (LV) asked about the availability of ethics training this year since there are many new members that will need the training. Lovina Penry (PV) suggested to look into the online ethics training that the California State Fair provides as it is an easy program to use. Car Mun Kok and Tannis Boyd stated that they will work on scheduling the trainings.

m. Asa Spade (FB) asked if the new county 4-H staff position will be able to spend more time on the coast to assist the coast clubs with training and events. Car Mun Kok stated that she is working on the job description for the position and will work to increase the time spent on the coast.

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

i. Treasurer Elmer (PV) will work with Kristen Looney (RV/C) and Devon Jones (U) to perform the mid-year financial review.

ii. The next meeting will be January 16, 2018 at 6 PM. Asa Spade (FB) and Kathy Babcock (M) volunteered to participate in the next meeting. Tannis Boyd will send out the Zoom links.

ii. County 4-H Policy Revisions: The Governance Committee has started to review the current policies to make revision recommendations at a future Council meeting. The policies will be sent out prior to the next meeting.

* 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) is working on developing the certificates and will finalize with Car Mun Kok.
		2. Proficiencies: Volunteers are needed to help update proficiencies. Lovina Penry (PV) asked about the process for updating the proficiencies. Jami Vallejo(U) asked that all of the clubs and project leaders take the time to review the proficiencies to assist with working on updates. Car Mun Kok will send out the link for the state 4-H proficiencies.
		3. The next I&R meeting is scheduled for January 16th at 6 PM at the county 4-H office.
	2. Camp Steering – At the local level, the camp committee is meeting the 4th Wednesday of each month from 6:30 to 8:30 PM at the County 4-H Office in Ukiah. The current schedule for 2018 camp is July 1st through 6th. The one director and two deans have been selected. The director and one of the deans are from Mendocino County. April 6th-8th is a camping conference in San Mateo and there has been a request to use the Tractor Supply monies for assisting is covering the expenses for the 4-H camp directors and deans to attend the April camping conference.

Kathy Babcock (M) made a motion to approve the cost of the registration, including the archery option if desired, at $195/member for the April 6-8th camping conference with the monies coming from the Tractor Supply monies. Asa Spade (FB) provided the second. The motion carried by hand vote with all in favor and none in opposition.

* 1. MCJLAC: The next meeting is on January 8th at 6 PM at the ag classroom in Willits. Tannis Boyd will send out the last MCJLAC minutes and will work to have a UCCE county 4-H staff email included on the MCJLAC email list for future correspondence.
1. **Old Business**
	1. Appointments of Mendocino County 4-H Council Officer Positions for 2017-18

i. Jami Vallejo (U) asked for the clubs to consider finding some volunteers to help to fill the two vacancies for the Member At Large positions to work on increasing the diversity of clubs that are represented on the County Council

ii. Record book judging was on October 12, 2017 and Lovina Penry (PV) and Leigh Hunt (U) said that the record books were impressive, and the judging was successful.

iii. Jami Vallejo (U) reminded everyone in attendance to make sure that all the club leaders have provided current email addresses to the UCCE 4-H county staff to receive updates and relevant information.

* 1. Other Old Business: None

X. **New Business**

 a. Mendocino County 4-H Events

* + 1. Extravaganza – Willits Club is hosting and will include stills, food and fashion revue. The date has not been set yet, but they are aiming for some time in April. Barbara Nordin-Elmer (PV) offered some of the decorations that she has available.
		2. Presentation Day – Redwood Valley will host. March 3rd is the tentative date, but Tannis Boyd will confirm with the Redwood Valley Club on the date and send out the information.
		3. Color Me Green Fun Run – Long Valley 4-H has volunteered to host the 2018 Color Me Green event. The date will be March 17th and will most likely be at the Laytonville Highschool.

b. Other New Business: Lovina Penry (PV) mentioned that the County 4-H rabbit show will be held on April 28th at the Potter Valley firehouse at 10 AM.

 XI. **Club Reports**

* 1. Anderson Valley – Will be starting up club soon
	2. Fort Bragg – Meet on the 2nd Wednesday of the month at 6:30 PM at the Presbyterian Church. Wreaths Across America was a success with increased participation with the Coastguard and other veteran groups in attendance. Currently the club is looking for a treasurer and will be working with the county 4-H office for assistance.
	3. Long Valley – Meet on the 3rd Monday of the month at the Firehall in Laytonville
	4. Mendocino Spartans – Meet on the 1st Monday of the month at 4 PM at the K-8 school. This was the first year that the club participated in the Wreaths Across America program and it was quite successful. All the project groups have met.
	5. Potter Valley- Meet on the 1st Monday of the month at 7 PM at the Potter Valley school multipurpose room. Lovina Penry is the new community leader and asked for any resources that may be available for community leaders to assist her. Car Mun Kok stated that she will send out resources to the group. The club also participated in the Wreaths Across America program and it was successful.
	6. Redwood Valley/Calpella- Meet on the 2nd Tuesday of the month 6:30 PM at the Grange
	7. Round Valley – New leaders are taking on new projects including photography and flower arranging.
	8. Ukiah – Meet on the Ist Thursday at 6 PM at County UCCE building. Wreaths Across America was successful.
	9. Willits – Meet on the 2nd Monday of the month at Blosser School cafeteria at 6:30 PM. Wreaths Across America was a little rough, but they will be starting earlier with the fundraising efforts for next year. They are a “Banner Club” this year and the theme is community service, so different community leaders are invited to each club meeting. Tannis Boyd said she will send out information on the Banner Club requirements.
	10. Hopland – the Hopland Club is inactive for 2017-18.
	11. South Coast/Pt. Arena: Will be a community club in 2018-19 year.
1. **Meeting Dates**
	1. Council Meeting Dates
		* 1. Executive Council
				1. December 12th, March 14th, June 13th and September 12th.
			2. County Council

 a. January 6th, April 7th, July 14th (Ft. Bragg), October 6th.

Devon Jones (U) will contact Ft. Bragg Library community resource to ask about scheduling the July Council meeting and will work with the county 4-H office on insurance.

1. **Adjourn Meeting** – Motion by Asa Spade (FB) to adjourn at 11:30 AM, Leigh Hunt (U) provided a second. Voice vote and motion carried.

Attendance: Jami Vallejo (U), Leigh Hunt (U), Devon Jones (U), Barbara Nordin-Elmer (PV), Linsey Whitcomb (LV), Travis Whitcomb (LV), Kathy Babcock (M), Kristen Looney (RV/C), Wynne Crisman (AV), Lovina Penry (PV), Lydia Clark (W), Asa Spade (FB), Catrenia Tindall (U), Car Mun Kok and Tannis Boyd.