Lorain County 4-H Advisory Committee Meeting Minutes

Meeting Date: January 19, 2022

Call to Order: Cory called the meeting to order at 6:32pm

Opening Pledges: Cory led the pledges

Guests: None

Attendance: Hannah Buchs, Amy Gerber, Morgan Goss, Faye Handrosh, Michele Hines, Rachel Krezman, Katrina Mackey, Sue Malik, Kim Polen, Becky Reed, Cory Seabold, Laura Smirz, Amy Smith, Brenda Teeters, Jane Urig, Adam Wilson, Jacki Baca and Julie Mackey

Excused: Carolyn Bishop, April Bremke, and Holden Harker

Minutes: Corrections were made to the November 2021 minutes. Clarification was needed under new business. Hannah and Laura were nominated to help select the board members for the education board. Laura was elected to help choose the members who will be on the board, she is not sitting on the board. Youth representatives from last year were invited back to sit on the committee for a second year. Sue moved to approve the minutes as corrected. Brenda seconded and motion carried.

Correspondence: Jacki received a letter from OSU Extension State Office on the Advisory Committee audit from 2021. Overall, the records were complete and put together but there were a couple areas that could be improved upon for the upcoming year. These include the correct initial checking account balance, deposits that correlate to the correct line item, deposit amounts that match the check registry and expenses listed in minutes and check registry that are reflected in the monthly report. The committee passed the audit and will connect with Jacki for further educational opportunities regarding the finances. Jacki also received an email from Sarah Lowery who was elected to serve on the committee for a three-year term beginning in 2022. Sarah wrote in regard to resigning from the position. She thanked Jacki for the opportunity and due to personal reasons resigned. Morgan moved to accept the resignation letter and Hannah seconded. Motion carried.

Treasurers' Report: Michele reported that the December regular fund had $18,551.44 and the special fund had $7,981.65 with a checking account total of $26,532.99. Nothing had changed with the councils' funds. Totals carried over to January. Filed for audit.

Discussed the 2022 budget. Members were given copies of the 2020 budget vs what was spent in 2021 to assist in budgeting for the 2022 year. Michele proposed getting rid of camp scholarships through the Advisory Committee and having them go through Endowment Board only because they have the funds to cover it. This committee doesn't make enough yearly to continue covering scholarships. The only income that was brought in last year was from the milk barn. Members will be looking over the budget and need to be ready to discuss it at the next meeting so it can be finalized.

Payment of Bills: No bills currently

Committee Reports: Members will be signing up for subcommittees later this evening.

Endowment Board: Michele reported that Lorain County 4-H Endowment Board Dinner and Auction will be on Saturday, April 2, 2022, at the Lorain County Fairgrounds. Sterks Catering will be catering the dinner.

Old Business:

Youth members are staying as they currently are due to no other applications being turned in.

New Business:

Cory brought up fundraiser ideas including selling tickets for Kalahari Resort and having a 4-H flea market/craft show/tack sale. Sue talked about modeling a fundraiser off the one the Country Shamrocks 4-H club did using vouchers to the milk barn. The committee would sponsor $1 vouchers for the clubs to purchase. The club would then pick the incentive that best fits their club such as attendance, project completion etc. Cory asked Sue and members with any fundraiser ideas to put them in writing and send to the ways and means subcommittee.

Meeting times for the 2022 year were discussed. Hannah moved that the start time of the meetings move from 6:00pm to 6:30pm. Michele seconded, and motion carried.

Advisory Committee typically holds a bake sake at the Endowment dinner and auction. Michele asked that we table the discussion until the next meeting so that the Endowment Board can have their meeting tomorrow and discuss the dinner plans further with their members.

The state volunteer awards subcommittee was asked if they got the paperwork turned in. Laura said that the paperwork was completed but the recommendation letters from others that were needed fell through. They will be holding onto what was done in hopes it can be turned in this year.

There will be a Lorain County Volunteer Training on February 26, 2022, at the Lorain County JVS. Jacki has not sent out registration forms yet, she is waiting to confirm the changed date with presenters. She asked for volunteers to help with registration. Jane, Brenda, Hannah, Michele, Faye, Kim, and Sue volunteered. They will be offering trainings for advisors and officers. Including breakout sessions for presidents, vice presidents, secretaries, treasurers, news reporters, historians, recreation, and healthy living. There will possibly be a breakout session on community service. Jacki will also be talking with the youth on the committee about doing a breakout session on 4-H demonstrations. There will also be sessions on policy 1.50 (child abuse), a QPR training on mental health (teachers receive this training as well), inclusion, diversity and equity, parliamentary procedure, and new volunteer orientation.

Members went around the room and signed up for the subcommittees they wanted to be on one at a time. Jane wrote everyone's name on the board under the committee they wanted. Members had to pick at least two subcommittees to sit on but could choose additional.

A representative was needed for the Livestock Sales Committee. Sue nominated Faye to be the representative and Jane seconded. Motion carried.

Cory received a letter about donating a basket to the Ohio 4-H Conference. Laura has a basket that we started two years ago. It is a 4-H theme basket. Please bring any donations you would like to add to it by next meeting. Hannah, Brenda, or Cory volunteered to take the basket down to the conference on March 12, 2022. There was discussion about the reserved table for the county. The conference organizers held our contribution from last time. As we get more information it will be passed along.

Council funds were discussed. There needs to be a policy set for how funds should be handled and utilized. Suggestions included the funds being housed in Endowment Board, Education Board and Advisory Committee. This discussion will be going to the ways and means subcommittee for additional discussion, and they will bring back proposals to the next meeting to be voted upon.

Extension Update- Jacki said the Clover Communicator went out yesterday. When you complete enrollment, if you check "text" you will receive texts about the newsletter coming out

and special events such as cancellations. Remember to share with your families. If they are not receiving the newsletters, they may need to add 4-H Online to their contact list.

Jacki gave reminders of meeting etiquette, and the information is located on the back of the member's name cards.

When ways and means subcommittee meets, please include Jacki. Jacki has received a request from Saddle Horse Council. They would like to reimburse Tom Epply for equipment they have borrowed including a sound system (plan B one), timer and timer stands, and walkie talkies. These were purchased new for $1,300. Jacki asked the committee to consider paying 25% which would by $330 as Mr. Epply gave no amount to be reimbursed. Michele moved to pay $650 total with $325 from Saddle Horse Council funds and $325 from Small Equine Small Pony Council fund. Faye seconded and motion carried.

Jacki discussed the Versatility Contest at the fair. Jr. Fair Board took the lead on planning the contest. The sponsor they had secured fell through and the kids that participated in the contest did not receive ribbons and awards. Sherri Nickles asked Jacki if anything could be done. Jacki asked the committee for $100 to purchase ribbons. This includes neck ribbons for the horses of the top 4 placers as well as a saddle blanket for the top winner. Jacki is also talking with another sponsor as well. Sue moved to assure up to $125 with Jacki talking to another individual sponsor with the money coming from Saddle Horse funds. Brenda seconded and motion carried.

When the councils were shut down, Saddle Horse Council had two separate accounts. One was a checking account, and one was a stall fund. Specific fundraisers were done with the intent to purchase new stalls. Michele recommended purchasing additional stalls and then that account/fund could be closed. These are custom made panels and Sr. Fair Board wanted continuity among the stalls. Michele will work on getting official bids for 10-foot stall panels.

Julie discussed club audits. Clubs will need to turn in an internal audit to the office every year by December 15. There will be a checklist for clubs to follow. There will be additional information at financial training sessions. There will be information on how to organize to make the process run smoother. Out of 54 clubs that were called for an audit, 5 clubs did not turn in paperwork and cannot continue until the paperwork is turned in.

The quality assurance session that was supposed to be on Monday, January 17, 2022 was canceled due to weather. Families were advised to sign up for one of the other sessions. Julie said they are seeing if they can do another date in Lorain County.

Jacki was asked about the possibility of the Clover Communicator coming out prior to the first of the month so that clubs can have all the dates and deadlines before they hold their meetings. She also explained what things/emails get sent to organizational leaders' vs advisors vs. parents. How you enroll helps determine what emails you get.

Any Other New Business- Constitution Review Subcommittee will meet after this to set up a meeting before the February meeting. Publicity, Expansion and Review subcommittee will meet after this meeting quickly with Cory.

Next Meeting-February 16, 2022 at 6:30pm.

Hannah moved to adjourn the meeting. Katrina seconded. Motion carried and meeting adjourned at 8:20pm.