Lorain County 4-H Advisory Committee
Zoom Minutes
February 17, 2021

Call to Order: President Brenda Teeters called zoom meeting to order at 6:00pm

Opening Pledges: Katrina Mackey

Guest: None

Attendance: Was called by President Brenda Teeters. Everyone responded by saying here and saying which animal they were by the Leadership Style Indicator that Jacki sent everyone. Carolyn Bishop, April Bremke, Patti Brubaker, Hannah Buchs, Amy Gerber, Faye Handrosh, Holden Harker, Michelle Hines, Pat Klingshirn, Brain Krohn, Katrina Mackey, Sue Malik, Judy Pickworth, Kim Polen, Cory Seabold, Laura Smirz, Amy Smith, Brenda Teeters, Jane Urig, Maddie Williams. Also, in attendance from the Extension Office was Jacki Baca and Julie Mackey.
After attendance was taken Brenda had the youth representatives introduce themselves and tell the committee a little about themselves.

Minutes: The "F" was missing off of Faiths name in the attendance section. Motion was made by Kim Polen to approve the minutes as presented with the corrections made and it was second by Judy Pickworth. Motion passed.

Treasurer Report: Report was given by Michelle Hines, at this time we have $20,703.91. The audit passed this last time and Michelle just received the books back. She will present the budget at the next meeting. There were some bills that were outstanding that needed to be paid. There was a bill for $106.00 from April of 2020 for the P.O. Box that Marsh Norton paid before the motion was made to keep it or get rid of it. There is no receipt that Marsha Paid this bill out of her own pocket. The committee had a discussion on paying Marsha back for this bill. The motion was made Brian Krohn to pay Marsha Norton back the $106.00 for the PO Box and second by Pat Klingshirn. Motion Passed. In July of 2020 the committee voted on donating a $150.00 gift card to Rachel and Tim Krezman. The gift card was purchased by Marsha Norton out of her own pocket instead of using the committee account. The committee had voted to repay here back, a check was made out for $150.00 and given to Marsha Norton and this has not been cashed yet. A receipt was found and the actual amount the check should have been wrote for was $157.90. After discussion from the committee it was motioned by Sue Malik that we pay Marsha Norton the $157.90 for the gift card that was purchased on the condition that she returns the original check that she has in her possession and it was second by Cory Seabold. Motion passed. In October of 2020 we approved to pay for the Cloverbud medals. The total bill was for $524.06 and Marsha only presented to the committee we needed to pay $483.00 she only included the price for the medals not including the shipping cost. The committee at the time approved to pay the $483.00. Marsha wrote the check for $524.06 so we need a motion to add it in our minutes that the whole bill plus shipping was paid. Jane Urig motioned to approve to add the $41.06 for shipping and that the whole bill and shipping was paid, it was second by Brian Krohn. Motion passed. Michelle will be writing the check for the $100.00 Sponsorship fee to the OVC Conference. It was already approved in our November meeting so no motion needed to be made.

Bills: No new bills at this time.

Committee Reports:
Ways and Means – No report

Constitution Review: Have not met yet

Auditing: Audit passed on February 11, 2021

Publicity & Promotion: Judy Pickworth has not contacted the committee yet due to weather. The committee is Michelle, Laura, Faye, Kim, Jane, April, Hannah, and Judy. Pat and Brenda signed up for the committee but was left off so they will help Laura and Jane. Judy made a spread sheet for those that signed up so far to receive a sign that says "I got my start in 4-H". Once the weather breaks she will contact the committee to start getting the signs passed out.

Membership: This position is open due to Faith stepping down. Judy suggested we wait until the next sign up to fill it.

Banner Club & Officer Books: No report

State Volunteer Awards: No report

Leadership Awards: No report

County 4-H Meritorious Service & 4-H Alumni Awards: No report

Nominating Committee: No report they meet in March 1, 2021

Inclusion & Diversity: Hannah**-** They met and want to see if the Advisory Executive Board can give them input on how their progress is so far. They are meeting on Sundays right now.

Council Liaison Officers:

Small Equine Small Pony: Hannah -Met last night, youth representatives have been picked, book requirements have been updated, By-Laws were approved, and Scheduled show dates have been picked (there are 4 dates).

Saddle Horse: Faye - They had their meeting and discussed their plans for shows this year. They are waiting to see if they get approved. They met their officers and discussed their constitution and by-laws.

Dog: Jane – They have had one meeting so far. Their board is full, and they would like to see more youth attend their meetings.

FCS: They had a meeting last night. They will have a virtual clinic. June 16-18 will be intermediate sewing camp and June 23-25 will be the beginner sewing camp. They are

Shooting Sports: Kim- had their meeting 4 adults, Julie Mackey and Kim were the only ones on this meeting. They really didn't talk about much not even on how to get the youth more involved on the counsel.

4-H Endowment: Michelle – No Report – meeting tomorrow night

Jr. Fair Board: Faye – Had a meeting last night, have a great new bunch of kids. Talked about red pen changes need to get finalized, and they will be picking the adult consultants.

Quality Assurance: Julie – info will be coming out tonight after this meeting. The youth will be able to get online and pay $12.00 to their requirements of quality assurance for Lorain County. Julie said it is very simple to follow and is age appropriate. She told everyone to look for the email later tonight.

Livestock Committee: Faye – They have not met yet but she was told she needs to have a letter from our committee to be able to attend the meetings. The letter needs to state she is representing the Lorain County Advisory Committee. Kim asked if their meetings were private, Jacki and Julie both said they didn't know but Faye thinks they are not private. Faye will find out and let the committee know. Faye let everyone know they do meet at the fairgrounds. Faye will continue to represent our committee. Sue motioned the secretary should be the one to write the letter for Faye to give the Livestock committee and Hannah second the motion. Motion passed.

Old Business:
Approval of 2021 budget, Michelle will have this report next meeting. She just passed everything that needed to be paid this year. No one received a treasurer report this meeting. Michelle will make sure a report will be included next meeting.

Kim Polen asked Brenda to ask the youth if they have any questions on what we just went over on all the different committees, or if they would like to join any of those committee. Brenda asked and none of the youth had any questions. Hannah suggested we put something on google docs with info of what each committee does and let them look that over. Jacki said she could do that and help the youth with their questions and help them get signed up for a committee.
CLO Officers: Amy had asked if the new members could be officers. Per last year the discussion was no new members could be CLO's. It was discussed not to have the new members be CLO's until after being on the committee for one year. There was nothing in the constitution or by-laws so this year any new member can be a CLO. Cory motioned and Faye seconded that this year we will have April Bremke be the new FCS and Kim Polen be the new Shooting Sports CLO's. Motion passed.

New Business:

Brenda thanked Jacki for all that she has done for our program. Talked about the changes that have had to be made, challenges we have had and how well she got us through them. She also congratulated Jacki's on her oldest daughter being the new Medina County 4-H Educator.

Extension Update:

Jacki- The new Clover Communicator was sent out. She said somethings have been falling through the cracks and she is working on getting this better. She is trying to limit the emails that are going out because some people are getting confused or missing emails. Watch for emails with links in them. The enrollments are up and running online. Each family needs to enroll their members online. Advisors need to collect money, signed code of conduct from their families.

When you have collected them, you need to turn them into the Extension office so that Jacki can finalize their enrollment. Sue asked if blended families are showing up in one profile or two? Jacki said each blended family will have one profile. Pat asked how will advisors know if all their members are enrolled in time? Jacki replied that she will be sending out updates to head advisors every 15 days on who is enrolled so far in their group. These dates will be March 1, March 15, April 1, and April 15. The clubs will be invoiced again this year for their club and individual members fees. The lobby will be open to drop off signed code of conduct forms, make sure your club is together and in one envelope. Jacki talked about the system for enrolling is new to the office to so please be patient we are all learning together and let her know if someone is having trouble. Michelle is on leave from the office so Jacki asked everyone to be patient and understanding things are moving a little bit slower right now. Michelle is the only one that can update the website so they are working on getting that changed. Jacki stated Julies role has changed and if you have questions, concerns, or need help in any way please void contacting Julie. There are others in the office that are helping out and will get back to them if they don't know the answer right away. Jacki stated clubs can start meeting in person. The state still prefers virtual meetings but they can meet in person. They need to follow the guidelines that are in place and make sure they include all members. If they have members that are not comfortable meeting in person they have to have an alternative like Zoom meeting going on at the same time also for those not there.

Questions that were asked by committee members to Jacki:

Will electronic versions be available? Not at this time but Jacki will look into trying to get that up and running.

Will you take scanned copies of code of conduct papers? Yes, you can email them to her.

Where do you get code of conduct papers? They are not on the website at this time. Jacki had sent them out in email with the link. You can click onto the link and print them off.

When will you know if you have been approved as an advisor? Jacki is currently working on them and updating and letting you know your approved.

Will the system pick up that a member is in different clubs? Jacki didn't know the answer yet but did say they will have to declare their primary club and then can list their other clubs they are in. Jacki will try and catch them as they come in.

Can club members pay online through PayPal? No, they can't pay online. They pay their advisor and then the advisor will be sent a club invoice.

When will the advisors get a club roster for their club? As soon as the members enrollment is completed online and she receives all the code of conduct papers. She will update her system and send them out.

Does the family have to fill out an enrollment/code of conduct form for each member of their family or can they use one form? Yes, each 4-H member needs their own form.

It was suggested to Jacki to have everyone look through emails first before we keep asking all the questions due to the time. If they don't understand how to do something or have more questions to have them email or call her personally.

Brenda asked if anyone had anything else to add? No one did but Brenda did mention that the online OVC Conference was this Saturday the 20th.

Our next zoom meeting will be on Wednesday March 17, 2021 at 6:00pm

Motion to adjourn the meeting at 7:40 was made by Patty and second by Katrina. Motion passed