### Winnebago County 4-H Leaders’ Assoc.

**Minutes** 06/17/14

<table>
<thead>
<tr>
<th>Title</th>
<th>Board of Directors Mtg</th>
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<tbody>
<tr>
<td>Facilitator</td>
<td>Joe Kuehnl</td>
</tr>
<tr>
<td>Recorder</td>
<td>Liz Rice Janzen</td>
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**Date**

Tuesday, June 17, 2014

**Time**

7:00 p.m. - 9:00 p.m.

**Location**

JPCC

### Meeting Members

<table>
<thead>
<tr>
<th>Meeting Members</th>
<th>Present</th>
<th>Absent</th>
<th>Position</th>
<th>Committees</th>
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<tbody>
<tr>
<td>1. Stephany Beck</td>
<td>X</td>
<td></td>
<td>Executive Committee</td>
<td>Nominating</td>
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<tr>
<td>2nd term - 1st yr</td>
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| 2. Jane Cowling | X       |        | Banquet | Food |
| 1st term - 3rd yr |

| 3. Amy Jo Domke | X       |        | Fair Board | Banquet |
| 1st term - 1st yr |

| 4. Brianna Domke | X       |        | Nominating |
| 1 year term |

| 5. Steve Eichman | X       |        | Finance Committee 1 | Financial Stability |
| 2nd term - 1st yr | Breakfast at the Fair |

| 6. Glenn Erickson | X       |        | Executive Committee | Nominating |
| 2nd term - 3rd yr | Basket Raffle |

| 7. Samantha Erickson | X       |        | Executive Committee | Basket Raffle |
| 1st term - 2nd yr | Pizza |

| 8. Nancy Irvine | X       |        | Dipper |
| 1st term - 2nd yr |

| 9. Liz Janzen | X       |        | Secretary | Volunteerism |
| 1st term - 3rd yr | Financial Stability |

| 10. Joe Kuehnl | X       |        | President | Financial Stability |
| 2nd term - 3rd yr | Nominating |

| 11. Mark Kunde | X       |        | Vice-President | Volunteerism |
| 1st term - 2nd yr | Banquet |

| 12. Kay Lettau | X       |        | Alt. Executive Committee | Volunteerism |
| 2nd term - 1st yr | Banquet |

| 13. Gerry Marks | X       |        | Executive Committee | Pizza |
| 2nd term - 2nd yr |

| 14. Isaiah Thede | X       |        | Nominating |
| 1 year term |

### Ex-Officio Members

1. Barb Barker | Interim 4-H Youth Development Educator |
2. Jill Petersen | 4-H Co-Treasurer |
3. Leslie Reinke | 4-H Co-Treasurer |

### Others May Be Present:

1. Chris Knipe | Family Living Educator and Department Head |
2. Leonard Polzin | Youth and Science Educator |
3. |
4. |

### Action Taken

Youth discussion items

### Future Agenda Items

...
AGENDA

2014 4-H Goals:
1. Develop a partnership with UW-O Collegiate 4-H.
2. Review & clarify 4-H Leaders Association status in relationship for long-term financial stability.
3. Increase visibility of 4-H through social media; increase volunteerism.

1. Call to Order 7:01
2. Pledges
3. Secretary’s Report - Nancy moved, Mark 2nd – accepted with corrections
4. Additional Items/ Open Forum
   a. Nancy – survey for fund raising – will be addressed with item # 11
   b. Glenn – make sure speak up so can hear
      i. Nancy suggested recap of highlights

5. Treasurer’s Report
   a. Report on financial statements
      i. Jill – will continue to run same reports as Scott until July
      ii. no significant changes – bulk of summer camp payments will be reflected in July report
         1. to best of knowledge general fund is what is available
      iii. after events (such as summer camp, pizza making, etc) will provide detail report as to the actual cost (income vs. expense)
      iv. P&L statement will be different starting in July – will provide easy snapshot since information will be side by side
   b. Charter progress for horse and shooting sports
      i. horse on track – needs EIN # so can set up account as well as working with treasurer to reconcile account
      ii. no update with shooting sports
   c. Jill will look at how can “pull” restricted dollars out of budget to more accurately reflect what financial status is
   d. Insufficient funds for checks- form or letter
      i. addressed in financial report

6. Staff updates
   a. Barb Barker
      i. 20 applied, 6 will be interviewed on July1. Will then look at bringing the top candidates back. No date for that set
      ii. Interstate Exchange – document addresses specifics including goals and financial obligations
         1. see document for details

NOTE: Deviation from the agenda may occur
2. Barb & Laurie will make some additional edits including clarifications relative to driving of vehicles and financial costs and then send out for review prior to next meeting.

3. 4H fun day – meeting with Menasha school district to see what kind of support can get through their afterschool program.

4. FYI - there is a family who was in 4H last year but has not enrolled this year who may be looking for an extension to March 31 deadline enrollment date to show at fair.
   a. has gone to fair board
   b. had received earlier request from another family whose request was denied
   c. want 4-H rules to be honored

5. Barb – thanked board for support over the past 5 months and appreciates the opportunity.
   a. Leonard Polzin

7. Foundation Update
   a. support from the state 4H office to establish an endowed fund at OACF
      i. Jill and Leslie looking at how much $$ is available to place in the fund
      ii. they will make recommendation to Steve – if nothing else could establish Acorn Fund and grow that to the $10K needed to establish endowed fund
      iii. Motion by Liz to have Steve E establish Acorn Fund. 2nd by Mark. Motion carried

8. Adult Leader Counsel
   a. Jill Petersen - nothing

9. Scholarship Committee Report
   a. Nancy Irvine – meeting on Thursday

10. Finance Committee Report
    a. Policy for adult chaperoning on a trip for payment
       i. Barb surveyed # of counties, the majority of whom do not charge
       ii. committee will not revisit recommendation
       iii. $7K deficit between fund raising and camp/trips cost could be attributed to youth not paying for their portion of trips last year since they were not billed
          1. Gerry motion - 4-H member payment for trips, camp or other 4-H activities must be paid with registration or within 30 days of billing but must be paid prior to the event. 2nd by Kay.
             a. hardship cases will presented to the board – can go through the office
             b. motion carried
    b. recommendations per June finance meeting
       i. quarterly report provided to all projects
       ii. audit vs. formal review – will follow treasurer’s recommendation
       iii. pizza committee will update pizza summary forms
       iv. Leslie working on updating NSF policy

11. Fundraising update
    a. Nancy – fund raising review

NOTE: Deviation from the agenda may occur
i. graph presented at all county meeting – as review of what fund raising $$ go
ii. suggested sending out survey to 4-H members & adults to get feedback
iii. will also look at who goes on trips and how much fund raising they do – Nancy will gather the information and see how it matches up
iv. Jill – fund active members – would require input from organizational leader
v. Barb – are counties that have fund raising requirements (Columbia & Shawano counties)
vi. Liz motion, 2nd by Mark – go forward with survey Nancy developed
   1. will add would you be receptive to fund raising guidelines in order to go on trip
   2. motion carried
   3. will be done on line but will have Michelle put in News & Views
b. Financials from last pizza sale – revenue and expense statement there but haven’t factored in cost per pizza
   i. want further detail of cost of item – return on investment
   ii. Gerry will get #’s to Nancy and she’ll figure out cost

12. County 4-H activity update
   a. Summer camp – rolling along.
      i. July 20th- 23rd
      ii. enrollment down from last year – registration extended to Friday
      iii. next year chance of partnering with Calumet Co
   b. Cloverbud camp – well on its way
   c. Fair
      i. Dipper
      ii. Breakfast at the fair
      iii. Basket Raffle
      iv. Online signup – due date is 4:30 on June 26th
   v. Other
   d. Winter Camp progress
      i. discussion about sharing with other counties and perhaps a location closer than Upham Woods
      ii. work in progress – discuss with new person
   e. Other
      i. Clayton parade – 4-H participation

13. Fair Board Report – Joe
   a. may have 50 more booths in expo building
   b. 4-H Awards may be impacted – told could set up in Barn E
   c. signs are in
   d. next fair board meeting – June 26th – Glenn will attend

14. Constitution/ Bylaw reading - table

15. Next Board meeting – at Gerry’s house

16. Roll Call

17. Adjourn - motion by Glenn, 2nd by Sam to adjourn. Motion carried 9:00

NOTE: Deviation from the agenda may occur