Title: Winnebago County 4-H Leaders’ Assoc.
Facilitator: Joe Kuehnl

Purpose: Board of Directors Mtg

Date: Tuesday, May 20, 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>
</tr>
</thead>
<tbody>
<tr>
<td>1. Stephany Beck</td>
<td></td>
<td>X</td>
<td>Executive Committee</td>
<td>Nominating</td>
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<tr>
<td>2. Jane Cowling</td>
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<td>X</td>
<td>Fair Board</td>
<td>Banquet Nominating Foods</td>
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<td>3. Amy Jo Domke</td>
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<td>X</td>
<td>Fair Board</td>
<td>Banquet</td>
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<td>4. Brianna Domke</td>
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<td>X</td>
<td>Nominating</td>
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<td>5. Steve Eichman</td>
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<td>X</td>
<td>Finance Committee 1</td>
<td>Financial Stability Breakfast at the Fair</td>
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<td>6. Glenn Erickson</td>
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<td>X</td>
<td>Executive Committee</td>
<td>Nominating Basket Raffle Pizza Treasurer Search</td>
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<td>7. Samantha Erickson</td>
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<td>X</td>
<td>Executive Committee</td>
<td>Basket Raffle Pizza</td>
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<td>8. Nancy Irvine</td>
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<td>X</td>
<td>Dipper</td>
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<td>9. Liz Janzen</td>
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<td>X</td>
<td>Secretary Finance Committee 3</td>
<td>Volunteerism Financial Stability Nominating Dipper Treasurer Search</td>
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<tr>
<td>10. Joe Kuehnl</td>
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<td>X</td>
<td>President Executive Committee</td>
<td>Financial Stability Nominating Breakfast at the Fair</td>
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<tr>
<td>11. Mark Kunde</td>
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<td>EX</td>
<td>Vice-President Finance Committee 2 Executive Committee</td>
<td>Financial Stability Volunteerism Banquet Treasurer Search</td>
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<tr>
<td>12. Kay Lettau</td>
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<td>X</td>
<td>Alt. Executive Committee</td>
<td>Volunteerism Banquet Treasurer Search</td>
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<td>13. Gerry Marks</td>
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<td>X</td>
<td>Executive Committee</td>
<td>Banquet Pizza</td>
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<tr>
<td>14. Isaiah Thede</td>
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<td>X</td>
<td>Executive Committee</td>
<td>Nominating Dipper</td>
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Ex-Officio Members

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<tr>
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</thead>
<tbody>
<tr>
<td>1. Barb Barker</td>
<td>EX</td>
<td></td>
<td>Interim 4-H Youth Development Educator</td>
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<tr>
<td>2. Jill Petersen</td>
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<td>X</td>
<td>4-H Co-Treasurer</td>
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<td>3. Leslie Reinke</td>
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<td>4-H Co-Treasurer</td>
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Others May Be Present:

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<tr>
<td>1. Chris Kniep</td>
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<td>2. Leonard Polzin</td>
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<td>3.</td>
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<td>4.</td>
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Action Taken

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 7:03
2. Pledges
3. Secretary’s Report
   a. Kay & Gerry – motion made. motion carried to accept as written

4. Additional agenda items/ open forum
   a. Joe – wants to meet with nominating committee after meeting
   b. Joe – Ambassador – pencils are gone after 3 years
      i. $.21 per pencil – cost will be $210.00
      ii. hand them out at parades, etc
      iii. Steve & Gerry – moved to accept additional $110 to purchase. Motion carried
   c. Jill – who’s responsible for sending out thank you notes
      i. Larson Coop for breakfast at the fair ($300) – Joe will send out thank you note

5. Treasurers’ Report - accepted subject to audit
   a. Report on financial statements
      i. for this month ran same reports as Scott did
      ii. will run new reports beginning of fiscal year which will be more user friendly
      iii. Page 3 – pass through account – keeps it separate from rest of money
      iv. Page 2 – P&L – broke out check fees from admin fees so can track and take out of appropriate fund raiser vs. general funds
      v. question about NSF checks and how will pursue getting $$
         1. asking finance committee to develop process
         2. see if Barb has form letter to use which Joe can then send out requesting payment
            a. in Waushara Cty actually refer bad checks to DA
         3. in case of pizza making would be helpful to have club put their name on the bottom of the order form so can track NSF checks
      vi. Not all clubs have been notified by the office what dues are due
      vii. Jill has all but 1 blank check accounted for

NOTE: Deviation from the agenda may occur
1. Question about whether should put stop payment note on it – no action taken
  
  viii. Joe – question about 6/30/13 balance statement vs. current statement
      1. Jill – CD cashed and money is in checking account but has not yet been reallocated

b. Charter progress for horse and shooting sports
   i. horse – is going to charter by end of fiscal year so their $$ will come out of leader board budget and make budget look less inflated
   ii. similar conversation taking place with shooting sports

c. Luebtke account – no record of money coming from that account since 2011
   i. 5 youth a year, $100 per youth (Washington Trip)
   ii. will be added to list of issues needed to be addressed by finance committee

6. Staff updates
   a. Barb Barker- Excused
   b. Leonard Polzin
      i. Grow Your Future Conference – scholarships available
      ii. June 7th is dairy breakfast on the farm
         1. will have stage and are encouraging 4H members to make presentation/speech/etc
         2. looking for 4H kids to volunteer to be photographers for day
      iii. final MAQA session is 5/21 – required to show meat animals at fair
         1. qualifies them for PQA certification
      iv. dairy judging season starting – Amy Jo is coordinating
         1. 6/19 in Manitowoc Cty is competition

7. Update on 4-H Youth Development Educator
   a. Barb here through end of June
   b. Joe not sure where in hiring process – most likely not until September
   c. apparently looking at having another interim person between Barb’s departure and new person starting

8. Fundraising update
   a. Pizza – no update
      i. request for committee to meet and make recommendations to board at July meeting re: increasing sales
   b. Dipper – please refer to committee meeting minutes
      i. not sure yet about some of meat prices and may need to adjust accordingly
      ii. making at least 50% on all items
   c. BATF
      i. tickets printed
      ii. $300 donation from Larson Coop

NOTE: Deviation from the agenda may occur
iii. Joe and Scott need to connect and finalize plan

9. Finance Committee
   a. recommending
      i. Create a scholarship committee to review & revamp the application Nancy (chair), Kay, Patsy. Will look for 2 other volunteers
      ii. Winnebago County Camps –
          1. recommendation
             a. Adults will pay half of the costs associated with any county trip (state art activities, winter & summer camp, etc)
             b. Campers will continue to pay ½ of the previous year’s cost
             c. Youth summer camp counselors within our jurisdiction will not have to pay to attend
          2. Motion made by Glenn and seconded by Kay to send back to committee for review
             a. Discussion –
                i. Liz - what do you want the committee to review since concerns about adults volunteering their time was part of the discussion?
                ii. Joe – would like to know what other counties are doing
                iii. Kay – able to track who’s participating, at what level and who’s benefiting the most
             b. motion failed
    b. Startup money – will be given cash in the denominations requested
    c. all financial records will be turned over by Scott by end of month

10. Raffle License
    a. Class C and Class A raffle licenses are up for renewal ($50 total)
       i. need person to have name on raffle and who had raffles – designated gaming person – Kay volunteered (she had had initial conversation with Barb)

11. County 4-H Activity update
    a. Summer Camp
       i. counselors chosen & letters have gone out for counselor meeting tentatively scheduled for early June
       ii. registration until 6/6/14
    b. Cloverbud Camp
       i. counselor training taking place and all set
    c. Fair
       i. next newsletter will have more info
    d. STEM/Daughters of Einstein Camp – exposure to science for young women & create a positive environment for them

NOTE: Deviation from the agenda may occur
i. females grade 6-9  
ii. partnering with MMC – t-shirts and food  
iii. goal is 40 families for 1 afternoon (female youth with 1 parent)  
iv. no date yet  

**e. Banquet and Annual Meeting- Kay**  
i. Date – October 18\textsuperscript{th}  
ii. $5 per person charge – planning on Mark’s meal & paying his costs  
iii. Centennial is overall theme and inviting clubs to come up with themes  
   1. winning club will get $50 pizza party  
iv. as long as specify the start times between banquet and annual meeting  
   can hold both at the same date and still charge for the meal  
   1. can’t start annual meeting before posted time  

**f. Other**  
i. Winter Camp update – Leonard – no plans right now to have winter camp  
   1. up to board to decide if there’s value to having one  
   2. Joe felt had given direction to look at what need to do to make sure  
      have enough participants  
ii. Fun Day – Melody is working on coordinating this  
   1. Leonard recommending that there be a board member who can  
      work with her  

**12. Adult Leader Council- Jill Petersen – no update**  

**13. Fair Board Report**  
   a. car raffle  
   b. website up and running as well as facebook page  
   c. show works up and running – June 26\textsuperscript{th} to sign up for projects  
   d. billboard contest again this year for clubs  

**14. Constitution/ Bylaw reading – table until June meeting**  

**15. Next Board meeting**  

**16. Roll Call**  

**17. Adjourn Glenn & Sam motion. Carried 8:51**

\textbf{NOTE: Deviation from the agenda may occur}