

**San Gabriel Valley 4-H Fair
Board Meeting – October 19, 2017**

at Mary Lash’s home (9497 E Foster Road, Downey, CA 90242)
Conference call (605) 475-3220 Access Code 758600#

The meeting was called to order at 7:46pm by Youth Executive Director Ashlyn Spaziano. Ashlyn lead the American and 4-H pledges.

Roll Call and Quorum Check – An attendance sheet was passed around and it was determined that a quorum for the meeting was present and/or on the conference call. The meeting Ground Rules were posted on the wall.

Those who attended this meeting included the following:

Noel Keller	Rick Herbert	Marina Krishmar	Lucia Brown
Mary Lash	Marjorie Rodriguez	Niki Yunker	Alexandra Mullen
Ashlyn Spaziano	Johanna Stewart	Mariela Diaz-Brown	Judylynn Pelling
Betty Mullen	Dee Keese		

Those who attended the meeting on the conference call included:

Debbie Treadwell	Conner Treadwell	Wesley Rich	Danielle Sevilla
Jill Okamoto	Michelle Sylvest	Amy Thornberry	Julia Brown
Danielle Sylvest			

Minutes Approval – It was moved by Dee Keese, seconded by Lucia Brown and passed to accept the minutes of the September 21, 2017 fair board meeting as published.

Treasurer’s Report –There was no income or expenses since our last meeting. The fair account balance remains at \$13,969.77. It was moved by Rick Herbert, seconded by Dee Keese and passed to approve the Treasurer’s Report and file it for audit.

Meeting Grievance Procedures – It was moved by Dee Keese, seconded by Lucia Brown and passed to continue the same Meeting Grievance Procedures as was used last year and are found in the fair Policies and Procedures Manual (Feb. 2017), as follows:

- 1) Discuss the problem/issue with the person involved.
If you are not comfortable with talking directly with the person involved, seek a person on the fair committee with whom you are comfortable for advice and help might with the problem/issue
- 2) If not resolved, go the Department Chair (or Director) with the problem/issue
- 3) If not resolved, go to Fair Executive Director with the problem/issue
- 4) If not resolved, go to the full committee with the problem/issue
- 5) If not resolved, invite the county office to mediate the resolution of the problem/issue

Old Business

Fair Venue – Dee reported that Keith Nathaniel approved the use of Ernie Howlett Park and Rancho Vista Elementary School Auditorium for the 2018 SGV 4-H Fair, but not the use of Dee’s home for any fair activities on Saturday (fair dinner or talent show). Dee mentioned that the Rancho Vista school was no longer available, but that Valmonte Elementary School was available for \$359 for the following days: Friday 4-8pm, Saturday 8a-4p and Sunday 8a-noon. The school was available in 4-hr periods, which correspond to 4-hr “janitor” shifts so the times need to be

observed strictly at the school. It was noted that the school has no stage. It was noted that the school had a large overhang area in the outside area where posters could be displayed if necessary. It was noted that about 100 chairs and 40-50 tables would be available to us without us having to get them from storage at the school. Ernie Howlett Park was available for dropping off animals as early as 7am on Saturday and could be used for activities throughout the day. It was mentioned that special arrangements would be needed to get swine and sheep from the barn area to the show rings. It was moved by Dee Keese, seconded by Lucia Brown and passed to use the Valmonte Elementary School for the fair instead of Rancho Vista Elementary School this year. All the details of using these new locations will be worked out at our future meetings.

New Business

Committee for Fair Handbook and Policy & Procedures Manual review and update – It was uncertain that we need a committee to review and update the Fair Handbook and Policies & Procedures Manual. Everyone was asked to look over the current fair handbook and manual on the fair website and bring any suggestions for changes to the next fair meeting. At that time, if needed, a committee will be set up to work on the changes.

Nominations and election of the fair board department chairs – a partial slate of department chairs was created without any positions with more than one nomination. Judylynn Pelling moved, Rick Herbert seconded and it was passed to accept by acclamation the following as 2018 SGV 4-H Fair Department Chairs. The remaining department chair positions will be filled by the specific area fair directors. Contact them if you are interested in one of the open department chair positions. The directors for an area may decide not to have all the department chair positions that are listed for the areas below.

Assistant Executive Directors: Youth - Michelle Sylvest Adult – Dee Keese

General Plants and Animals Directors: Youth - Kiran Ekanayake Adult – Isabel Alaniz

Ag Collection & Selection Chair – Youth – Zavien Gonzalez Adult -

Bees and Entomology Chair

Eggs Chair

Fruit and Vegetable Crops Chair - Youth – Grant Alaniz Adult -

Plants Chair Youth - Adult – Irma Gonzalez

Wildlife and Pets & Small Animals Chair – Youth – Adult –

Home Economics Directors: Youth – Andrew Nunley Adult – Marjorie Rodriguez

Child Care Project Chair

Clothing Chair

Dairy Products Chair

Fashion Show Chair

Foods & Nutrition Chair – Youth – Jill Okamoto Adult – Debbie Treadwell

Food Preservation Chair – Youth – Julius Treadwell Adult – Debbie Treadwell

Home Arts & Furnishings and Heritage Arts Chair – Youth – Adult -

Table Setting and other Projects Chair

Arts and Craft Directors: Youth – Alexander Nunley Adult – Marina Krishmar

Arts & Crafts Junior Entry Chair

Arts & Crafts Intermediate Entry Chair – Youth – Niki Yunker Adult -

Arts & Crafts Senior Entry Chair

General and Other Projects Directors: Youth – Wesley Rich Adult – Patrick Kam

Aerospace & Rocketry Chair – Youth – Adult -

Automotive, Small Engine and Bicycle Chair

Beginning 4-H Chair

Electricity and Electronics Chair – Youth – Adult -

Environmental Stewardship, Energy Management and Climatology Chair

Club Feature Booth Chair

Leathercraft and Woodworking Chair

Photography and Graphic Arts Chair

Sports Chair

“This is 4-H” Chair

Self-Determined and Miscellaneous Projects Chair

Primary Projects Directors: Youth – Julia Brown Adult – William Brown

Primary Home Economics Chair

Primary Animals and Plants Chair

Primary Arts and Crafts Chair

Primary Other Projects Chair

Small Livestock Directors: Youth – Rebecca Klose Adult – Shannon Penicks

Cavy Chair – Youth – Adult -

Cat Chair –

Dog Chair – Youth – Alex Mullen Adult – Peter Michel

Rabbit Chair

Poultry Chair – Youth – Adult -

Pigeons Chair – Youth - Adult -

Large Livestock Directors: Youth – Lucia Brown Adult – Jamie Siner

Hoof Stock Chair

Horse Chair

Other Livestock Chair

Round Robin Chair

Set up and Clean Up Chair

Activities Directors: Youth – Georgia Pike Adult – Amy Thornberry

Camping Chair - Adult – Youth -

Hobby Horse Chair – Youth – Adult -

Honor Court Chair - Adult – Youth -

Contests Chair – Youth – Youth – Adult -

Table Activities Chair

Special Events Chair

Talent Show Chair – Youth – Adult -

Games Chair – Youth – Conner Treadwell Adult -

Finance Directors: Youth – Leila Nuryan Adult – Mary Lash and Johanna Stewart

BBQ Chair – Adult – Youth -

Food Concession Chair – Youth – Adult -

Vendor Chair

Baked Foods and Auction Chair - Youth – Alex Mullen Adult – Peter Michel

Opportunity Table and Silent Auction Chair – Adult – Youth -

Administrative Directors: Youth – Alexa Sutter Adult – Judylynn Pelling

Secretary – Youth - Adult – Noel Keller

Tabulation Chair - Youth - Adult – Rick Herbert

Entry Processing Chair

Awards Chair – Youth – Adult -

Judging Chair

Grounds and Building Chair

Sound equipment and Stage Crew Chair

Security Chair

Publicity Chair

Website Manager – Youth - Adult – Peter Michel

Media Coordinator

Club representatives at fair meetings – Noel mentioned that if a NSG or SSG club does not have an adult director on the fair board that they are allowed to designate an adult from their club to have voting privileges on the fair board. In a like manner, if a NSG or SSG club does not have a youth director on the fair board that they are allowed to designate a youth from their club to have voting privileges on the board. The NSG and SSG clubs need to designate these representatives by the November fair meeting. Noel will contact the clubs about this option.

Fair Schedule – There was some discussion on scheduling of activities at the fair, but it was decided to table this until our next meeting. Generally, items would be dropped at the **school** on Friday evening from 4-8pm, animals dropped at the **park** on Saturday morning starting at 7am. with judging to follow and end around noon, additional and late items dropped off at the **school** starting at 8am on Saturday with judging those items to follow, everyone joining together at the school for lunch with Honor Court baskets, Fashion Show, possible STEM event, other activities, etc., perhaps going to nearby Shakey's Pizza for dinner (fundraiser) after 4pm. On Sunday there could be the Dog Show and viewing all the entries at the **school** with awards and cleanup complete by noon. Everyone was asked to think about how we might schedule activities to work well with our two fair venues and bring the ideas to the next fair meeting.

Fair Court nominations from districts – Bring the district nominations for SGV 4-H Fair honor court to the November fair board meeting.

Fair Theme – The following suggestions were presented for the 2018 fair theme:

4H-Changing lives every day

Eat. Sleep. Breath. 4H

Not just a club. A way of life. (4H themed)

The Power of Youth

Caution Future Leaders Under Construction

Geared for Greatness

4H has the “write” stuff

4H is the spice of life

4H lights the path for a brighter future

Grow With the Green

People liked many of these possible themes. Everyone was asked to think further about which theme they wanted most and a vote would be taken at the next fair meeting. Additional theme ideas would also be accepted for consideration before the vote was taken.

Deadline for fair entry forms – Last year during the fair evaluation it was mentioned that it was difficult to arrange for evaluators (judges) when we don't know the entries until a few weeks before the fair. After a discussion, it was decided to continue the same entry deadlines used for last year. It was, however, moved by Dee Keese, seconded by Rick Herbert and passed that there can be no late entries for Large Livestock.

Best of Show pins – It was moved by Dee Keese, seconded by Rick Herbert and passed that the Best of Show pins will be awarded to Intermediates and Seniors this year, and not Juniors who will receive a trophy or rosette ribbon for Best of Show.

Meeting quorum requirements – There was a discussion about the current meeting quorum requirements. There was concern that we don't know how many 4-H clubs exist in each district, but it was mentioned that the 4-H office should know this. It was mentioned that the current quorum requirements were set up so all clubs in the districts could have a better chance for representation on decisions made for the fair. All NSG and SSG district clubs should make an effort to be represented at the fair meetings. Perhaps clubs should call in to Betty or Ashlyn before a meeting is to be held to say that someone from their club will be at the meeting, so Betty and Ashlyn will know if the quorum requirement will be met and the meeting can be held. It was moved by Dee Keese and seconded by Rick Herbert that the meeting quorum requirement of "having a majority of clubs of each district (NSG and SSG) represented at the meeting" be changed to "having at least one club from each district (NSG and SSG) represented at the meeting". There was concern that this change could result in just a few clubs making the decisions for the NSG-SSG district fair. This type of change needs to have advance notice for the fair committee so the vote on this motion was tabled until the next fair meeting. This vote would not affect the current other requirements of the meeting quorum which include that the meeting has been properly called, that directors from both districts (NSG and SSG) are present, and that at least 7 directors are present including at least two youth directors. A person is considered "present" if they participate in the meeting in person or are on the conference phone call.

Adjournment – It was moved by Rick Herbert, seconded by Dee Keese and passed to adjourn the meeting. The fair meeting was adjourned at 9:11pm.

The next fair planning meeting is **Thursday, November 16, 2017 at 7:30pm** at the home of Mary Lash.

Reminders for the next meeting:

- Read the minutes of this meeting and be ready to vote on approving/correcting them.
- Bring the names from the districts for the Fair Honor Court
- Bring your ideas for the fair scheduling of events
- Think about fair themes and be ready to vote for the 2018 SGV 4-H Fair theme.
- Think about the meeting quorum requirements and be ready to discuss and vote

Respectfully submitted,
Noel Keller