

**San Gabriel Valley 4-H Fair
Board Meeting – November 17th, 2016**
at Mary Lash's home (9497 E Foster Road, Downey, CA)

Meeting was called to order at 7:35pm by youth Executive Director Camille Norczyk. Camille 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. The meeting Ground Rules were posted on the wall. It was mentioned that all fair 2017 board Directors and Chairs (present or online) would be able to vote at this meeting.

Treasurer's Report – Johanna Stewart gave the Treasurer's Report as follows:
Bank Balance as of September 30, 2016 - \$14,831.03
Noel Keller moved, Johanna Stewart seconded and it passed to accept the Treasurer's Report as presented. The money from the Greenleaf 4-H Club 2016 fair pizza fundraiser has not been received yet. Danielle Sevilla still needs to pick up the check from the restaurant and send it to Mary.

Minutes Approval – It was moved by Mary Lash, second by Judylynn Pelling and passed to accept the minutes of the October 20th fair board meeting as posted on the fair website.

Old Business

Status of contract for fairgrounds - Danielle Sevilla reported that the fairgrounds will be sending the contract to Dawn Fuller and Danielle in the near future so it can be signed and processed.

Fair Honor Court – There were no additional nominations for the fair Honor Court. Mary Lash moved, Liliana Brown seconded and it passed to elect the nominations (Liliana Brown, Alexa Sutter, Blake Pickman and Ashlyn Spaziano) from the prior fair board meeting as the 2017 fair Honor Court. The Honor Court interviews will be held on March 4th at 10am at the Jack Cramer Club. Camille will ask Dee Keese to send out more information to the Honor Court members about the interviews.

2017 Fair Budget – Johanna Stewart presented a 2017 SGV 4-H Fair Budget made from the actual income and expenses of the 2016 fair. Since there were no changes expected at this time for the 2017 fair, it was moved by Mary Lash, seconded by Victory Rosenfield and passed to accept the 2017 fair budget as presented and attached to these minutes. It was noted that all details of the fair are not known at this time and if changes need to be made to the budget during the year that the changes can be discussed and voted upon by the fair board.

Election of the fair board department chairs – At our October fair board meeting, there was an election of the fair department chairs. The remaining department chair positions will now 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 their areas in the SGV 4-H Fair Policies and Procedure Manual.

Changes to the Fair Handbook and Policies & Procedure Manual – No additional changes were requested for the fair Handbook or Policies and Procedures Manual. It was moved by Judylynn Pelling, seconded by Dee Keese and passed to make the changes that were proposed at the prior fair meeting, as follows:

- 1) Handbook – add DIVISION 990, Class 1 – Fair Theme Entry under Arts and Crafts (pg. 84)
- 2) Handbook – adjust the DIVISIONs under Large Livestock Educational Displays or Posters (pg. 19) to
DIVISION 168 – Pygmy Goats
DIVISION 169 - Other
- 3) Manual – allow fair chairs to vote at fair board meetings
- 4) Manual – add the task of recycling fair trash to the duties of the Grounds & Building Chair position under ADMINISTRATION

Noel Keller will make the changes and email the updated fair Handbook and Manual to Peter Michel to post on the fair website.

New Business

Director Reports

Large Livestock – Betty Gregory accepted the position of adult Large Livestock Director. Betty mentioned that there may be interest from the Riverside County 4-H Management Board in having their Small Animal Field Day happen with us at the Chino Junior Fairgrounds the same day as our fair. Betty wanted to know our thoughts about this. She thought that Riverside might run their Small Animal Field Day in the barn area after we had finished using that area for our fair Large and Small Animal activities. It could be possible for our members to participate in the Riverside activities and the Riverside members to participate in ours. Betty thought Riverside might be interested in their members having still entries for our fair. It would increase the activities for our fair and the number of people attending the fair, BBQ, etc. Judylynn Pelling moved, Mary Lash seconded and it passed that we invite the Riverside Small Animal Field Day to our fair this year. Betty will discuss the proposal with Riverside further to learn more about what they would like to do. It was mentioned that we would expect some payment for their use of the barn area during that day. There was discussion about the amount (from \$500 to \$1000), but nothing was decided at this time. This is the first time for this Riverside event so plans are still developing. It would help us to know such things as how many people Riverside might expect to participate, do they have animal cages to provide, how much they would be willing to pay for using the barn, would they want to stay for the BBQ, which of our fair activities are they interested in, etc. Betty will report back to us on this topic at our next fair board meeting. The board seemed excited about this opportunity.

General Plants and Animals – Judylynn Pelling brought the director book and materials for this fair area to turn over to Kiran Ekanayake, the new youth Director. Kiran was not present, so Camille accepted the items and will see that Kiran receives them. The following additional chair appointments for this area were made as follows:

- Ag Collection & Selection Chair – Zavien Gonzalez (Y)
- Fruit and Vegetable Crops Chair – Grant Alaniz (Y)
- Plants Chair – Irma Gonzalez (A)

General and Other Projects - The following additional chair appointments for this area were made as follows:

Computers – Rebecca Klose (Y), Paul Klose (A)

Administration – Judylynn Pelling reported that she is still looking for an adult Awards Chair. The following additional chair appointments for this area were made as follows:

Secretary – Noel Keller (A)

Website Manager – Peter Michel (A)

Small Livestock - The following additional chair appointments for this area were made as follows:

Cat Chair – Judylynn Pelling (A)

Dog Chair – Makenna Mottram (Y), Peter Michel (A)

Rabbit Chair – Cindy Arvais (A)

Primary Projects – Liliana Brown mentioned that she did not want to have her area chairs be designated to a specific primary project area, but would prefer to keep her area chairs as just “general primary area” chairs.

Director Reports – We want to have the plans for our fair to be progressing. Fair directors should be prepared to give a brief status report on the planning for their area at fair board meetings. Youth and adult directors should be working together on their area plans. Preferably, the status report should be given by the youth director for the area. If you cannot participate in the meeting, please email your report to Camille (camille.612@hotmail.com) before the meeting so she can present your area status report.

Fundraising – To raise some money for the fair expenses, Camille had suggested that we consider having some ads in our fair program for local restaurants. She will contact some restaurants in the Chino area about this. Peter Michel offered to set up a template for the ads, but hasn't done that yet. Camille suggested that we try to sell Sees Candy lollipops. Danielle Sevilla will look into this opportunity. Mary Lash reminded us that fundraising activities need to be approved by the county 4-H office. People with fundraising ideas for the fair should contact Danielle Sevilla before the next fair board meeting, so Danielle can check with the 4-H office for approval before the board discusses the idea further at our next meeting. It was decided not to try a club pizza fundraising activity this year because it did not seem to work well last year.

Targeting Life Skills – Mary Lash suggested that we try to incorporate into the fair planning and activities the concepts of the Targeting Life Skills Model that is attached to these minutes.

Horse Show/Demonstration – Having the Horse Show/Demonstration at the fair last year was very successful. It was decided that it should be considered again for this year.

Fair BBQ – The fair BBQ worked well last year. Advance BBQ reservations should again be encouraged. BBQ reservations should be sent to Mary Lash. It would be helpful to know the approximate number of people for the BBQ, including those who buy BBQ tickets at the fair, at least a few hours before the BBQ is served. Mary was concerned about the “guarantee” of the usability of the two kitchen ovens

Public Speaking opportunities – Noel Keller mentioned that just as there is showmanship opportunities for animal projects perhaps we should consider performance opportunities for the Public Speaking and Communications projects. We wouldn't want to duplicate all Field Day opportunities, but we could consider having categories for speeches and demonstrations. This could go under the area of General and Other Projects, where Speeches currently exist. It was mentioned that this could occur as part of the Show Your Talent activity, but those entries are not judged for an award. Nothing was decided on this topic at this time.

Fair Trash – The question came up about removing trash from our fair. No one knew if we have been having a dumpster donated for our fair use.

Upcoming January and February fair board meetings – There is no fair board meeting in December. The next two fair board meetings will be very important. Details of the 2017 SGV 4-H Fair should be discussed at the January fair board meeting and finalized at the February meeting. The 2017 fair information needs to be up on the fair website by the end of February. That means that the fair flyers, website and flysheet need to be ready for **final** approval by the fair board meeting on February 16th.

Representation from all NSG and SSG district clubs – It was noted that Macy, Beverly Hills Heart Helpers and Altadena Foothills 4-H clubs are not represented on the SGV 4-H Fair board this year. It was suggested that we should try to attend a meeting of these clubs to talk about the fair and encourage their participation this year.

Adjournment – It was moved by Mary Lash, seconded by Judylynn Pelling and passed to adjourn the meeting. The fair meeting was adjourned at 8:43pm.

Those who attended this meeting included the following:

Noel Keller	Marjorie Rodriguez	Camille Norczyk
Judylynn Pelling	Mary Lash	Johanna Stewart

Those who attended the meeting online included:

Dee Keese	Michelle Sylvest	Victoria Rosenfield	Alexa Sutter
Danielle Sevilla	Betty Gregory	Mr. Sutter	Mrs. Sutter
Liliana Brown			

The next fair board meeting is **Thursday, January 19th, 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 details of 2017 fair activities/opportunities that are needed for the 2017 fair publicity.
- Directors should be prepared to present a brief status report on the preparation being done for their area in the fair. If they cannot participate in the meeting, please email the status report to Camille (camille.612@hotmail.com) in advance of the meeting so she can present the report.

Respectfully submitted,
Noel Keller

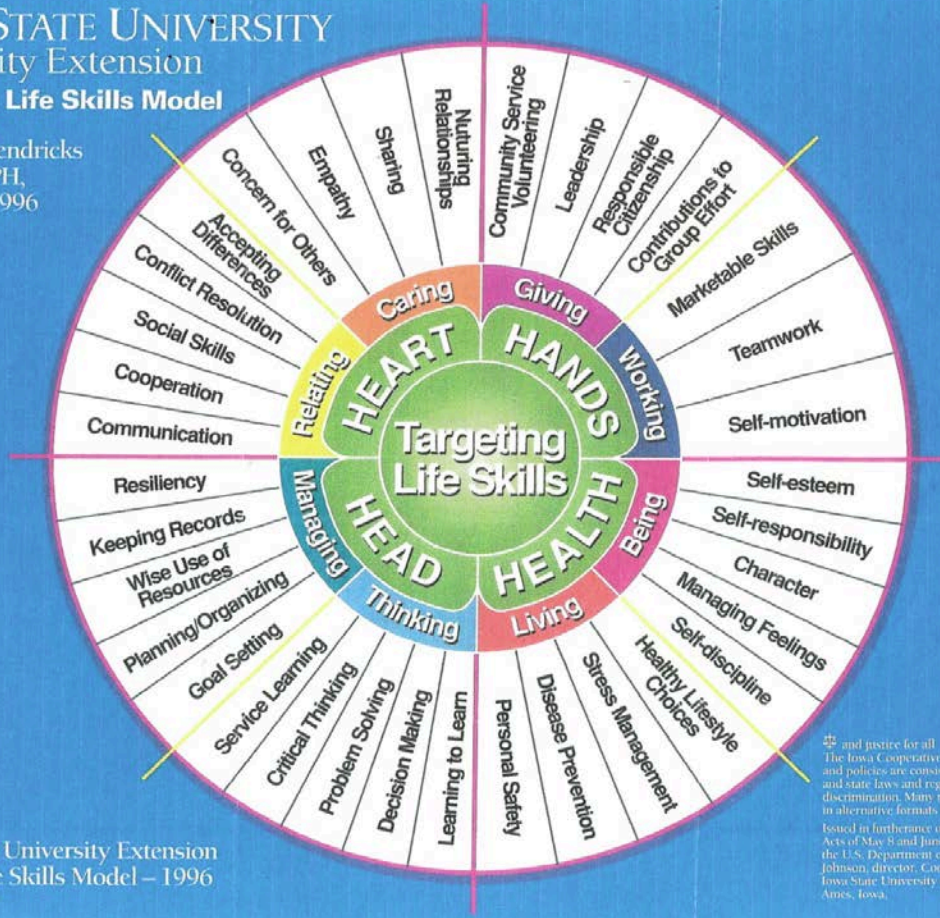
Approved Proposed Fair Budget 2017

Debit	Amt.	Proposed
Chino Fairgrounds	\$ 2,335.00	
Peter Michel Web Site	\$ 149.98	
Awards	\$ 1,296.30	
Food- Concession & BBQ	\$ 926.77	
Debbie Treadwell-Activities	\$ 82.58	
Dee Keese- Honor Court	\$ 116.75	
Dee Keese- Straw Bales-Archery	\$ 38.88	
Misc	\$ 50.00	
Total Expenses	\$ 4,996.26	
CREDIT		
Opportunity Table	\$ 99.00	
Concession & BBQ	\$ 1,000.00	
Fair Entry Fees	\$ 622.00	
Auction & Baskets	\$ 1,461.00	
HobbyHorse	\$ 112.00	
Donations	\$ 800.00	
Total Income	\$ 4,094.00	
SUMMARY		
Total Expenses	\$ 4,996.26	
Total Income	\$ 4,094.00	
Difference -	\$ (902.26)	

IOWA STATE UNIVERSITY
University Extension

Targeting Life Skills Model

Patricia A Hendricks
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November 1996



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