

San Gabriel Valley 4-H Fair

Board Meeting – April 13th, 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 7:24pm 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 eventually a quorum for the meeting was present and/or online. All voting at the meeting was delayed until the quorum was reached. The meeting Ground Rules were posted on the wall.

Treasurer's Report – Abigail Wright reported that there was no fair income since our last meeting. Fair expenses included \$2,335 for the fairgrounds and \$97 for the honor court, resulting in a current balance of \$12,250.04. It was moved by Dee Keese, seconded by Betty Gregory and passed to approve the Treasurer's Report and file it for audit.

Minutes Approval – It was moved by Betty Gregory, seconded by Liliana Brown and passed to accept the minutes of the March 16th fair board meeting as published. In addition to posting the minutes on the website, the minutes were emailed out to the fair directors for whom Noel had email addresses, so they can read them and pass them onto their chairs.

Old Business

Riverside County 4-H fair participation – Betty Gregory has not yet heard back from Riverside 4-H about their Large Livestock members wanting to participate in the 2017 SGV 4-H Fair, so it is assumed "no".

Fundraising – Danielle Sevilla reported that she has received a check of \$56.40 for the Greenleaf 2016 SGV 4-H fair pizza fundraiser. She will mail the check to Mary Lash.

Fair Schedule – The fair schedule that was set at a prior fair board meeting was considered still appropriate.

Publicity/fair posters – Judylynn Pelling was looking for someone to put up the fair fence signs on the Monday before fair. Betty Gregory volunteered to put them up on that Monday.

2017 Survey/Evaluation – It was moved by Betty Gregory, seconded by Judylynn Pelling and passed to use the same survey format as was used last year.

Fair website – The fair website is still not fully updated for the 2017 SGV 4-H Fair and actually has some errors. People have been having a problem finding the fair Handbook and the flysheet. The fair entry form does not print out correctly for some people. Please look at the fair website and send website information additions/corrections to Peter Michel as soon as possible. We need the website to be accurate with information that can be easily found.

Fair Program –

Camille asked for everyone to check over the current version of the fair program. Directors were asked to see that all their chairs were correctly listed on the program, and if not,

to give that information to Camille. Several corrections were noted for the committee roster on the program.

At a prior fair meeting, it was discussed that we should announce the winners of all the club trophies during the Awards Ceremony at the end of the fair. It was moved by Dee Keese, seconded by Liliana Brown and passed to keep the end of the fair Awards Ceremony to just announcing the Sweepstakes trophy winner and the Best youth director and non-director winners. The winners of the club fair trophies will be announced in the next Clover Notes issue and on the fair website.

Committee Roster – The committee roster is still not complete. All fair directors should ASAP email Camille the names, position and contact information for their current area chairs.

New Business

Club Baskets for auction – Each NSG and SSG club is asked to bring at least one fair basket (or large item) to the fair for the silent auction. Please bring them to the fair on Friday if possible.

Replacement of trophies – It was moved by Dee Keese, seconded by Betty Gregory and passed that if a club trophy earned and received at one fair is not returned by the September fair board meeting after the next fair, then the club is required to pay \$100 for the replacement of the trophy. For example, if a club trophy for Rabbits was earned and received for the 2016 SGV 4-H Fair, then the Rabbit trophy must be returned by September 2017 fair board meeting or the club must pay \$100 for the replacement of the Rabbit trophy.

Nominations for 2018 fair executive adult and youth directors – Noel Keller was nominated for adult executive director, but Noel declined the nomination. Betty Gregory was nominated for adult executive director and will think about it. For youth 2018 fair executive director, Ashlyn Spaziano and Alexa Sutter were each nominated. Further nominations can be made at the May fair board meeting when the election for these positions will be held.

Director Reports

Primary – Liliana Brown reported that she has 3 judges and 3 chairs.

General and Other Projects – Wesley Rich reported that he has 6 judges and 5 chairs.

Activities – Debbie Treadwell reported that the usual activities for the fair will be held including the Hobby Horse show. They will be decorating the stage.

Administration –

Alexa Sutter collected one copy of all the fair entry forms brought to the meeting. She also collected the fair entry fee checks that were brought and will give them to Mary Lash when she is done processing the entry forms. A second copy of the entry forms were given out to the various related fair area directors who were present. Noel Keller took the Home Ec entry forms to give to Katherine Cao. Alexa also collected the club enrollment, roster and project enrollment forms.

Club fair trophies were returned by Pomona Valley and ERHP 4-H clubs. Pomona Valley still needs to return the Food Preservation and Foods and Nutrition club trophies.

Noel Keller brought the ordered ribbons and plaques to Marie Sutter for the fair awards.

Finance –

Mary Lash collected the BBQ order forms and money. She reported that she had received 26 reservations so far.

Abigail Wright reported that she thought there was a PVP adult Baked Goods Chair but there seemed to be some confusion about that. This will be clarified before the fair.

Small Livestock –

Dee Keese reported that since there seemed to be only one dog entry for the fair that there was not going to be a Dog Show this year. Betty Gregory mentioned that she had a few dog entries (perhaps up to 12). She mentioned that she was unable to get current information about dog entries on the fair website. She couldn't find the current fair Handbook on the website. Dee suggested she contact Peter Michel to see what could be worked out.

Since there were no cat entries for the fair, there will be no cat show at the fair this year.

Camping Chair – Kathy Richards reported that people who want to camp at the fairgrounds need to fill out a form and turn it into her before the fair, hopefully by Wednesday. She had copies of the form available at the meeting.

Opportunity Table Chair – Kathy Richards reminded everyone to bring items for the opportunity table and the silent auction. She need items. Please bring them on Friday so they can be set up before the fair starts on Saturday.

Donated trophies – Marjorie Rodriguez mentioned again that several old rabbit trophies had been donated to the fair. Someone from Small Livestock or Awards should look at the trophies and see if any could be used for the fair this year. In any case, they need to be looked at and stored somewhere other than Mary Lash's living room. Dee Keese suggested that they be cleaned up and used for this year's fair. She will talk to Rick Herbert about helping with that. We have already gotten the fair awards set up for this year's fair, but if the donated trophies are fixed up properly for the fair we will try to use them this year. Dee offered to store these donated rabbit trophies in the meantime.

New venue for the fair – Dee Keese mentioned that due to the high cost to use the Chino Junior Fairgrounds and our recent lower number of entries that we should perhaps consider a new location for future SGV 4-H fairs. If you know of possible alternation locations that might be used for our fair, please bring that information to the next fair meeting for further discussion. Please try to find out the contact information for the new location and what they might charge us to use it.

Problem with not knowing entries until just before the fair – With our current fair entry system, we don't what entries we will have for the fair until the week before the fair. At that point it could be too late to arrange for appropriate judges for some entries. With our lower entry numbers, we might hesitate to bring in a special judge for an entry type if we are unsure if there will be any entries in that area. In some areas, we need to know more in advance about possible entries. Some busy judges need to be asked well in advance of the fair because they get booked up. It was suggested that it would be helpful to know about possible entries by March 1. Perhaps project leaders could let us know if they expect their projects members to have SGV fair entries. We should continue this discussion at future fair meetings for next year's fair.

Possible meeting format and schedule change – Due to low attendance at most of the fair board meetings this year, Dee Keese suggested that we consider having fewer meetings next year and try using conference calls for the meetings. The current calling in for the meeting system does have some difficulties. When thinking about this, it was suggested that we should also consider other remote meeting formats which could include face-to-face possibilities. When are the key points during the fair planning when we should have meetings? We will discuss this further at our next fair meeting.

Processing of entries - Judylynn Pelling offered to do a presentation on the processing of fair entries for fair directors at the meeting, but the exit of some of those at the meeting during her presentation caused the presentation to stop and it was not continued.

May fair board meeting –

At the next fair board meeting we will discuss the results of the fair survey. The survey does not currently fall under any of the fair area directors. If she is able to get access to the survey results, Noel Keller mentioned she could perhaps try to summarize them.

The engraved club trophies will be brought to the May meeting for distribution to the clubs.

Adjournment – It was moved by Kathy Richards, seconded by Patrick Kam and passed to adjourn the meeting. The fair meeting was adjourned at 8:50pm.

Those who attended this meeting included the following:

Noel Keller	Camille Norczyk	Patrick Kam	Abigail Wright
Mary Lash	Marjorie Rodriguez	Liliana Brown	Kathy Richards
Ashlyn Spaziano	Johanna Stewart	Alexa Sutter	Marie Sutter
Betty Gregory	Dee Keese	Wesley Rich	Leila Nuryen
Kiran Ekanyake	Judylynn Pelling	Isabel Alaniz	Mariela Diaz-Brown
Lucia Brown			

Those who attended the meeting online included:

Debbie Treadwell	Victoria Rosenfield	Danielle Sevilla	William Brown
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The next fair board meeting is **Thursday, May 18th, 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 any club trophies won last year at the fair but not yet turned back in.
- Bring any fair bills that need to be paid.
- Directors should be prepared to present a brief evaluation report on their area in the fair. If they cannot participate in the meeting, please email the evaluation report to Camille (camille.612@hotmail.com) in advance of the meeting so she can present the report.

Respectfully submitted,
Noel Keller