

**San Gabriel Valley 4-H Fair
Board Meeting – May 21st, 2015**

at Mary Lash's home (9497 E Foster Road, Downey, CA)

Meeting was called to order at 7:37 pm by youth Executive Director Meghan Tahbaz. The American and 4-H pledges were led by Camille Norczyk. The meeting ground rules were posted on the wall. An attendance sheet was passed around. The quorum requirements for a meeting were met.

Minutes Approval – It was moved by Dee Keese, seconded by Rick Herbert and passed to accept the minutes of the April 16th fair board meeting as emailed out and posted on the fair website.

Treasurer's Report – Mary Lash reported the details of the fair income of \$5,212.36 and the expenses of \$5,570.58, which resulted in a loss of \$358.22. The fair account balance at the end of April was \$16,034.86. Dee Keese moved, Judylynn Pelling seconded and it was passed to accept the Treasurer's Report. Noel Keller reported that there also were engraving and final award expenses of \$363.78.

Old Business - none

New Business

Give out fair trophies and plaques – this was done after the meeting. Tablesetting was the only trophy category that was not going to be given out due to the non-return of the trophy. It was decided that Bob Sylvest should look at the fair trophy parts inventory and see if a replacement trophy could be made for Tablesetting. If so, it would be brought to the September fair meeting. If not, it would be decided then how to replace the trophy.

Nominations and election of SGV 2016 Fair Board Executive Directors – There were no nominations from the floor. It was moved by Rick Herbert, second by Dee Keese and passed to accept by acclamation Camille Norczyk of Greenleaf as youth Executive Director and Marjorie Rodriguez of Greenleaf as adult Executive Director for the 2016 SGV 4-H Fair.

Fair director and chair reports :

General Plants and Animals – Sean Pickman reported that there were no problems. The entry amount was lower than usual this year. There was only one Ag. Selection and Collection entry.

Home Economics – Marjorie Rodriguez reported that she was pleased to work with a youth director who knew what she was doing. The entry amount was lower than usual. She thought it worked well to use some of the entries for the desserts for the fair BBQ.

Small Livestock – Courtney Calleja reported that the cages this year did not have their tags on them in advance so people didn't know where to put their animals. It was suggested that the green tags be put on the cages on Friday night before the fair. In general, small livestock went well. Cindy Narvaiz reported that she needed more help to accomplish all the tasks for the small livestock section. Next year she suggests scheduling more people to help with set up on Friday night and helping with activities on Saturday, discussing awards with judges before judging begins, reviewing what awards may be needed for their section, and getting awards earlier (perhaps Friday night) so they can be given

out when earned. Perhaps awards could be placed on a board for easy access. She wants to continue to work with clubs giving them important information about entry guidelines and video examples of showmanship so everyone knows what it takes to win a trophy.

Secretary – Noel Keller reported that the taking of the minutes for the fair meetings went well. They were posted on the fair website generally a few days after the meeting.

Awards – Bob Sylvest reported that the awards went relatively well this year. The new Best of Show pins were well received. Next year the awards should be ordered earlier in the year to avoid production delay problems. Bob mentioned that he was willing to do the Awards one more year, but he wanted an apprentice to work with him next year who could learn how to do it. Dee Keese mentioned that the members really like getting the Best of Show pins, but the pins were hard to spot as BEST OF SHOW, being so small. It was suggested that the pin be put on something (bright paper, certificate, etc.) so that they are easily spotted on the entry display table, as Judge's Choice rosettes are easy to spot.

Fair Survey Form – Bob Sylvest reported that there were only 36 surveys turned in. This was lower than was wanted. The form seemed to work well, but along with some good suggestions and comments, there were also some hurtful remarks. More screening should occur before results of the survey are made available for review by the committee. Data should be summarized and constructive suggestions and comments should be presented. The use of graphs for general summarizations was helpful.

Administration – Rick Herbert reported that the banners were put up on the fence before the fair. He suggested that new additional banners be made for the fence. Noel Keller mentioned that some of the prior banners were not up this year. An effort will be made to locate the missing prior banners. An ad was planned for the local paper in the fairgrounds area, but it was learned at the last minute that the ad would cost \$48.00 so it wasn't placed. It was decided that other free options should be considered for advertising the fair or money should be put in the fair budget for it. Some of the judges and clerks did not sign the Judges Show Reports. Better instructions are needed for judges and clerks. The fair committee roster was not kept up to date. As changes occur to the fair chairs and contacts, they should be updated on the website. It was suggested that the chair names not be listed on the fair program because the program was getting too crowded. It was felt that the chair names should be on the program to recognize all those who work hard to make the fair happen. It was suggested that we should try to do more outside fundraising, such as donations for printing the program as was done this year. We need to look into the procedures for outside fundraising.

Assistant Executive Director – Dee Keese reported that the position of Assistant Executive Director was very helpful as a backup position. When there were problems in areas, she was able to step and help. Dee mentioned that Directors need to let us know if they are unable to fulfill their job at the fair. Advance notice as much as possible should be given if a problem in an area starts to occur. We should not allow a person to have more than one position at the fair, if their position responsibilities occur at the same time. As much as possible, positions should have a backup plan if an emergency arises at the last time. Positions need to have a backup so their position responsibility is covered if they cannot fulfill their position at the last minute.

Activities – Camille Norczyk reported that the activities went well. She mentioned that the Show Your Talent show could have been more organized, but the group felt that it went well. The Hobby Horse activity went well with 23 entries. The pie eating contest went well. The coronation of the Honor Court went well. Sean Pickman mentioned that next year it should be made clear what makes up

the Honor Court basket that was being auctioned. His basket this year had two parts and he wasn't sure that everyone realized his basket had a second part. Dee Keese mentioned that the Archery Contest and the Horse Demonstration were great.

General and Other Projects – Wesley Rich reported that his area went well.

Finance – Mary Lash reported that the Financial Report given spoke for itself.

Opportunity Table and Silent Auction – Victoria Rosenfield reported that she heard comments about youth cheating on drawing winners for the opportunity items and that more expensive items should be collected for the opportunity table. She didn't feel that either of these comments were a real issue. She felt her area was a good training ground for youth at the fair where they learn such skills as organization, money handling, math skills, presentation of items and working with people, which then prepares them to handle more important fair positions in the future. It was suggested that some of the winners of the opportunity table items could be posted on a board to save time in announcing them all on the stage.

Executive Directors – Meghan Tahbaz mentioned that she thought the fair went well. She felt that she had had a good youth/adult partnership with Danielle. She felt that the entry numbers were lower this year. Danielle Sevilla wanted to know why the attendance at the fair was lower this year.

Recommendations and Suggestions for next year –

In addition to the suggestions in the preceding director and chair reports, the following discussions occurred:

Fair Survey – It was suggested that people should be encouraged to come to the fair evaluation meeting to share their comments and suggestions for the fair instead of having a fair survey form. Some of the comments and suggestions on the fair surveys were helpful, but others were unnecessary attacks. We want to get feedback about the fair experiences, but we want constructive criticism, not hurtful comments. More of an effort should be made to summarize the comments and suggestions from the surveys. . Hurtful comments should not be included in the survey summary that is presented to the committee. We need to rethink how to obtain the feedback that will be helpful for us about the fair. One person thought that the people filling out the surveys seemed to be forced to be at the fair.

Fair Expectation – We should better advertise the fair and its activities. We are not an LA County fair with its carnival rides and cotton candy. We need to advertise the fair activities so people know what to expect and they are not expecting a more commercial, large fair. Some people have an entertain-me attitude and don't know what to expect or do at a 4-H fair.

Fair atmosphere – This year more youth were asking how they could help others. People were generally supporting each other more.

Awards Ceremony – At the Awards Ceremony, the Sweepstakes Trophy, the Best Director plaque and the Best Non-Director plaque were announced, but many people were busy doing other things. The awards ceremony should be made more special. The club project trophies

were not announced or handed out at the Awards Ceremony, which was helpful because more checking could be done on the tallying for the trophies before the actual announcements were made. It was felt that everyone left the fairgrounds feeling like a winner. A listing of the club project trophy winners were later posted on the fair website and included in the May issue of Clover Notes.

Committee Attendance – Fair committee meeting attendance was relatively low this year. Some of the people who usually attended the fair meetings didn't attend the meetings this year because they were in positions that didn't allow them to vote at the meetings. Perhaps we should rethink who is allowed to vote at the fair meetings. Should we allow chairs to also vote? Should all who attend the meeting be allowed to vote? Are there other ways to encourage meeting attendance of key people? Some of the youth/adult partnerships were not working well. We were not receiving reports on how some of the fair areas were doing.

Adjournment – The fair meeting was adjourned at 9:00pm.

The next fair meeting is **Thursday, September 24, 2015** at 7:30pm at the home of Mary Lash. Note that this is not the third Thursday, but it is the fourth Thursday. The change was made for this month due to record book judging scheduling around that time.

Those who attended this meeting included the following:

Marjorie Rodriguez	Noel Keller	Rick Herbert	Joanna Stewart
Mary Lash	Sean Pickman	Meghan Tahbaz	Dee Keese
Danielle Sevilla	Camille Norczyk	Barbara Linder	Marie Calleja
Judylynn Pelling	Courtney Calleja	Victoria Rosenfield	

Those who attended the meeting online included:

Julie Sylvest	Michelle Sylvest	Danielle Sylvest	Wesley Rich
Bob Sylvest	Debbie Treadwell	Cindy Narvaiz	

Respectfully submitted,
Sean Pickman and Noel Keller