

Minutes for

Special summer SGV 4-H Fair Reconstruction Committee meeting – August 13, 2013

Held at Good Shepherd Lutheran Church, (6338 N. Figueroa Street, Los Angeles)

The meeting was called to order at 7:35pm by Executive SGV 4-H Fair adult Director Judylynn Pelling. Posters for the 6 C's Theory for Positive Youth Development and the committee Ground Rules were on the wall. A revised roster of committee members with contact information was given out to the committee members present.

Minutes for this meeting – Noel Keller was asked to take the minutes for the meeting.

Approval of Minutes – It was moved by Peter Michel, seconded by Kathy Richards and passed to approve the August 6th, 2013 committee meeting minutes as corrected as follows: the committee reviewed the Plan for the Fair Youth and Adult Partnership of Appendix B, but not the entire appendix; Noel and Kim volunteered to work on the revision of item 2 and 14 of Appendix B, not Appendix C; Appendix C now needs to be reformatted; and it was moved, seconded and passed to adjourn the meeting at 11:00pm.

Old Business

2014 Fair Budget

The committee discussed Appendix G – Proposed 2014 Fair Budget draft 8/6/13. Using the actual income and expenses of the 2013 SGV 4-H Fair, the proposed budget was reviewed and updated. It was thought that this next year that there would be a reprinting of the SGV 4-H Fair Handbook so an expense of \$500 was added for copying.

Fair Youth and Adult Partnership Plan

The committee discussed the revisions for items 2 and 14 of Appendix B and found them good. The revisions will be put in the draft.

New Business

Plan for Save Space for Adults and Youth

The committee discussed Appendix D and made changes to the draft.

4-H Basic Core Values

The committee discussed the rewording of the 4-H Basic Core Values in Appendix M and made adjustments.

Robert's Rules of Order

The committee looked at the draft of Appendix N and thought it was acceptable and useful. If the fair board meetings are to operate under the Robert's Rules of Order, then we need to add some specific statements in our Policy and Procedures Manual such as the following:

- a) Voting will be done in person (not by mail, fax, e-mail or proxy), where you are also considered "in person" if you are attending by phone, conference call or videoconferencing and you can be active in the meeting.
- b) The fair board may call special meetings at any time.
- c) Meetings can be held by conference call or videoconferencing.

d) No fair business shall be transacted at training meetings unless the fair board so directs.

e) No meetings of the fair board or its committees shall be secret. All meetings are open, but only designated people can vote.

f) The fair board may establish committees as it considers necessary.

g) Changes to the *SGV 4-H Fair Policy and Procedures Manual* may be passed by a two-thirds vote of the voting members present, providing the changes have been read at a regular meeting or special meeting of the fair board one month in advance of final action, or sent in a letter to every voting member at least one week before final action.

Quorum for fair board meetings

The committee discussed what should be a quorum for a fair board meeting. The committee decided the following:

A quorum at regular and special meetings of the SGV 4-H Fair Board will consist of those fair directors and designated club representatives who are present at the meeting, provided the meeting has been properly called, that directors from both districts (NSG and SSG) are present, that at least 7 directors are present including at least two youth directors and that a majority of clubs of each district are represented. (For example, if a district has 2 clubs, then at least one of those clubs must be represented by a director or a voting club representative at the meeting. If a district has 3 or 4 clubs, then at least two of those clubs must be represented, etc.). No meetings or business shall be transacted without a quorum.

Sending a first draft to Keith

The committee decided it was time to send a copy of our Proposal For Change draft to Keith Nathaniel for his review and comment so we can see if we are heading in the correct direction with our proposal. Keith had offered to look at an early draft. Noel was asked to contact Keith to see what format (hardcopy, computer file or both) that he would prefer for his review. The committee would like Keith's comments on the draft back before their next August 27th committee meeting. After looking at the draft, Keith would be welcome to attend our 27th committee meeting to discuss his comments directly with us if he thought that would be appropriate.

Locations for upcoming meetings

Tues, August 27 – committee meeting at Good Shepherd Lutheran Church

Tues, September 3 – committee meeting at Good Shepherd Lutheran Church

Thurs, September 5 – special fair board meeting to present and discuss the Proposal
(ask to meet at Mary Lash's house)

Thurs, September 19 – regular fair board meeting (ask to meet at Mary Lash's house)

Agenda for the August 27th committee meeting –

- 1) Approval of the minutes of the August 13 fair reconstruction committee meeting
- 2) Discuss and review comments and suggestions from Keith's first look at our proposal draft
- 3) Review and make adjustments to sections of the Proposal that need more work
- 4) Set the agenda for the next committee meeting to be held on September 3

Adjournment – It was moved by Noel, seconded by Peter and passed to adjourn the meeting. The fair meeting was adjourned by Judylynn at 10:20pm.

The next fair committee meeting is scheduled for **Tuesday, August 27th at 7:30pm** at Good Shepherd Lutheran Church (6338 N. Figueroa St., Los Angeles 90042). **Please notify Judylynn Pelling (jlPELLING@yahoo.com) or Noel Keller (nkeller91711@gmail.com) in advance if you are unable to attend the meeting and have suggestions and comments to share with the committee.**

Meeting attendance

Judylynn Pelling – ERHP
Cindy Narvaiz – Harbor Lights
Noel Keller – Pomona Valley
Mary Lash – Greenleaf
Kathy Richards – Greenleaf
Peter Michel – PVP
Diana Kaljumagi – Pomona Valley
Victoria Rosenfield – Scorpions – on the phone

Respectfully submitted,

Noel Keller

Attachments:

Appendix A – Fair Leadership Structure
Appendix B – Fair Youth and Adult Partnership Plan
Appendix D – Fair Sate and Thriving Environment
Appendix G – Proposed Fair Budget for 2014
Appendix M – 4-H Basic Core Values