

Minutes for

Summer SGV 4-H Fair Reconstruction Committee meeting – September 5, 2013

Held at the home of Mary Lash (9597 E. Foster Road, Downey, CA 90242)

The meeting was called to order at 8:47pm 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.

This committee meeting followed a special fair meeting where the current version – Draft 9-3-13 of the Proposal For Change was presented, discussed and additional comments gathered. The prior meeting was to be the last opportunity for gathering comments and suggestions for changes to the Proposal. Those attending the prior meeting stayed on for the Fair Reconstruction Committee meeting.

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

Approval of Minutes – It was moved by Dee Keese, seconded by Danielle Sevilla and passed to approve the September 3rd, 2013 committee meeting minutes as printed and distributed.

Old Business

Review the Sept. 3rd revisions to the Proposal document

As a result of the presentation and review of the Proposal document (pages 1-7) during the prior special fair meeting, there were no changes requested to the Proposal.

Noel mentioned that there were a few adjustments that she would like to make in preparation for the Proposal (pages 1-7) being a stand-alone document. The Committee didn't want to take the time to go over the proposed adjustments at the meeting. Noel was asked to make the adjustments and submit them for Committee review by email before the full Proposal For Change packet is given to Keith. When she sends out the adjustments, she would appreciate the Committee getting back to her with their suggestions or approval as soon as possible.

New Business

Comments and Suggestions from the prior fair meeting tonight

The comments were generally very positive about our Proposal For Change. Judylynn gave an overview of the Fair Plan and then the Committee mentioned some of the points of the Plan that were different than how the fair has been planned and run in the past.

There was one clarification requested on what would happen if the youth director was not able to attend a Board Meeting and who then would give the report for that corresponding fair department. The Committee mentioned that the fair department report could be given by the corresponding adult director in absence of the youth director. The youth director could prepare a written report in advance that could be read by the adult director or the Fair Executive Director at the Board meeting. The youth and adult may want to work together to prepare their department report for the Fair Board meeting. A clarification for this will be added to Appendix B, page B-2, item 8.

Changes and Adjustments for the full Proposal For Change packet

No detail changes, other than the one mentioned above, are needed for the packet content.

It was decided that the general packet font/size should be Verdana- 10, Verdana-11, Tahoma-12 or Calibir-12, with a left margin at one inch. Noel was asked to decide which to use. All the parts of the Proposal packet should be adjusted to the same font/size.

Noel was asked to prepare the Proposal For Change packet and deliver it to Keith, requesting his final approval of the Proposal at his earliest convenience.

It would be desirable to have the fair leadership structure and positions approved by the September 19th regular SGV 4-H Fair Board meeting so nominations for these "new" positions can be accepted at that time. According to the Proposal Fair Plan, nominations for Fair directorships are to be accepted at the September Fair Board meeting and then voted on at the October Fair Board meeting. We will request Keith to at least try to approve/comment on the fair board positions before September 19th so we can move ahead with the nominations, even if he needs more time to approve the entire Proposal For Change.

Proposed Agenda for the Sept. 19 regular SGV 4-H Fair Board meeting

With our Transition Plan for the leadership of the 2014 SGV 4-H Fair in mind, the Committee discussed and proposed agenda items for the first 2013-2014 SGV 4-H Fair Board meeting, which will occur on September 19. See the attached proposed agenda for the Sept. 19th fair board meeting. The current 2013 Youth and Adult Fair Directors were present at the meeting for the discussion. Since they are responsible for that meeting agenda, they will finalize the meeting agenda before it is sent out and posted for the meeting.

Plan for Proposal presentation for the Sept. 19th Fair Board meeting

Judylynn Pelling was asked to do the Proposal For Change presentation for the Sept. 19th meeting, as she did it for the prior fair meeting tonight. There will again be a Proposal For Change handout for the meeting. The full SGV 4-H Fair Proposal For Change packet with appendices will not be distributed at the September 19th meeting, but will be posted on the SGV 4-H fair website.

Needed updates to the Policies and Procedures Manual, Handbook and Flysheet

Noel mentioned that there is still work to be done by the Committee after the final draft of the Proposal For Change is approved. The *SGV 4-H Fair Policies and Procedures Manual* and the *SGV 4-H Fair Handbook* and Fair Flysheet need to be updated with the concepts and plans of the Proposal before the October fair board meeting. Noel suggested that an initial draft of these updates should be done so the Committee could discuss and finalize the needed updates. The Committee decided not to work on these needed updates until the entire Proposal For Change is approved by Keith. At that time, Noel will then create an initial draft of the updates needed to the Manual, Handbook, Flysheet and website. The Committee will then call a fair reconstruction committee meeting to review, discuss and approve the proposed updates.

Next Fair Reconstruction Committee meeting

No further changes are needed to the Proposal For Change, which should now be prepared for submission to Keith and then submitted. The committee decided not to schedule the next committee meeting until we receive comments back from Keith about our "final" draft of the Proposal For Change. At our next meeting we will discuss the updates to the SGV 4-H Fair Policies and Procedures Manual and the SGV 4-H Fair Handbook with Fair Flysheet. which are needed to incorporate the concepts and plans from the approved Proposal For Change.

Adjournment – It was moved by Cindy Narvaiz, seconded by Noel Keller and passed to adjourn the meeting. The committee meeting was adjourned by Judylynn at 9:18pm.

Judylynn Pelling – ERHP

Noel Keller – Pomona Valley

Cindy Narvaiz – Harbor Lights

Victoria Rosenfield - Scorpions

Camille Norczyk - youth

Danielle Spaziano – Greenleaf

A few others may have been on the conference call.

Dee Keese – PVP

Danielle Sevilla – PVP - youth

Dryden Unszusz - youth

Mary Lash – Greenleaf

Daniel Espinosa – Harbor Lights – youth

Ashlyn Spaziano – Greenleaf – youth

Respectfully submitted,
Noel Keller

Attachments:

Proposed Agenda for the September 19th regular Fair Board meeting

Adjusted Proposal For Change – draft 7 9-6-13