

Executive Board Meeting Minutes 10/2/23

Meeting called to order at 6:17 pm by Dawn

- Ellen made an addition to the agenda - discussion pertaining to on-line signature application purchase
- Review of Secretary's Report: motion to approve by Deb M and 2nd by Tyler S., motion approved
- Treasurer's Report - Jr. Leaders submitted by Abbi A., presented by Deb M. balance of 12,838
 - Adult Leaders given by Correna
 - Ellen gave an explanation on how herdsmanship payments were made
- Raising and Managing Funds
 - Outstanding checks status - Ellen explained that she heard back from several of the payees - those checks that we do not hear back from will be reabsorbed by the account
 - Restricted funds - Ellen explained that she and Correna are working with the restricted funds
 - Annual audit process - Ellen shared that the Jr. Ldrs, Adults Ldrs, and 5 4-H clubs were completed last week and they were all successful.
 - Some of the clubs do need a little more help and 3 will be asked to go through the audit process again next year
 - Purchasing software for digital signature capabilities: Correna explained that during the winter season and virtual meetings she is suggesting we purchase software such as DocuSign, her initial search was brief but around \$75, this would be once
 - Discussion - there were a few questions, but most people agreed this would be a good move
 - Adult leaders has about \$1000 that could go towards this
 - She will do more research and present at the next meeting
- Organizational Planning & Policy Mgmt.
 - 2023/24 4-H Charter - reviewed meeting schedule and which will be virtual and which will be hybrid.
 - Fair entry is shifting from April 20 - May 20 - discussed whether or not this would affect our meeting schedule
 - The general consensus was that it would not
 - Progress on goals
 - Financial duty separation was deemed successful
 - Cloverbud parents education related to becoming volunteers: 1 out of 3 participants seems as they may complete the process
 - SMART Goals
 - Program Quality - discussion as to what our SMART goals are

- Dawn suggested developing partnerships between adult leaders and youth leaders, but we don't want this to fall on Ellen doing the coordinating
- Deb M. made a suggestion as to how the Adult Leaders can support General Leaders, gathering them together
 - Stacy added that developing materials to share with the club leaders would be useful
 - An aspect could include officer training
 - How will this be incentivized/encouraged to bring in more participants
 - Providing food
- Decision to add Club Leader training the same night- Katy, Dawn, Mirielle
- Skye and Mirielle, Peter brought up the need to promote and advertise 4-H
 - Ellen added that using radio, school announcements, and other outlets to encourage/educate people/youth about 4-H
 - Ann added that involving the older youth to do this promotion is imperative
 - Katy brought up going into 4K classrooms
 - Dawn shared that it can be both 4-H and FFA, it's not one or the other
 - Abbi brought up that some youth leave 4-H and go to FFA because of all the requirements
- Ellen shared that we will have an Americorps service member for 3 months next summer - they will be focused on expanding access for youth to get into 4-H (partnering with YMCA, Parks and Rec. Dept., etc.
 - This could be an opportunity for Adult Ldrs. and older youth could be part of this
- Marketing 4-H Contest for clubs in the Spring for a push for membership in the Fall -

County Level Programs & Committees

- Fall committee nominations, only received 2 - should we re-open nominations or recruit with the committees
 - Stacy suggested we pull names out of hats, Ann asked if we could ask those with a 1 year term to extend
 - Ann and Deb suggested a rewording of the nomination/recruitment to see if some newer adult leaders would sign up
- Ellen shared that if any youth is not in good standing the Fair Office should be notified by April

- She asked members to think that over for discussion next month

Mirielle made a motion to adjourn and Peter gave the 2nd, motion approved
Meeting adjourned at 7:32pm

Next Meeting Date: Monday, Nov. 6 at 6:15pm

Submitted by: Katy Dickson