

## **Executive Board Meeting Minutes - Unapproved**

March 3, 2025

The meeting was called to order at 6:31pm by Ann Goers.

### **Secretary's Minutes:**

Debbie Myers moved to approve the secretary's minutes and was seconded by Tyler Sievers. Motion passed.

### **Treasurers' Reports:**

Junior Leader's Treasurer's report was given by Alayna Fiez. Ending balance as of January 2025: \$12,389.12.

Adult Leader's Treasurer's report was given by Correna Storkson. Ending Balance as of February 2025: \$60,222.62. Debbie Myers moved to approve the treasurer's report, seconded by Emily Goers. Motion passed.

### **Business:**

#### **1. Raising & Managing 4-H Funds**

- Dawn Smith moved to approve the fundraising request by the 4-H Foods Committee to hold the 4-H Cake Auction, July 20. The motion was seconded by Mirielle Smith. Motion passed.
- Debbie Myers moved to approve awarding travel scholarships to Mirielle Smith for both National Conference and Citizen Washington Focus. The motion was seconded by Stacy Leitner. Motion passed.

#### **2. County Level Programs & Committees**

- 4-H (& BTC) Exploration Project Day – April 5
  - i. Promote to 4-H & non-4-H youth in 3rd grade and above
  - ii. Will need 2 event hosts and multiple room hosts

#### **3. County Level Recognition**

- 4-H Scholarship & Award Interviews – March 19 – Need 4-H & non-4-H interviewers
- Friend of 4-H & Volunteer Awards – Nominations due June 15th

#### **4. Organizational Planning**

- 4-H Executive Board Youth Positions

## **Executive Board Meeting Minutes - Unapproved**

March 3, 2025

- i. Traditionally there have been 6 youth positions. There are 12 officers total for Junior Leaders. Primary youth positions – Secretary, Treasurer, 4 Members at Large. The other 6 youth will serve as back-ups.
- 4-H Executive Board Elections in April, seeking nominations for:
  - i. President Elect (2-year term)
  - ii. Member-at-Large (2-year term)
- Process for Review of Treasurer Appointment
  - i. Splitting the deposit from check writing has worked well for the Extension Office
  - ii. Adding DocuSign to the process has helped with efficiency. Twice per month for checks. Still need to draft some SOPs for the position. Would like to have a meeting with an accountant to do a review of accounts. Consider policy for check requests to be done at least 48-hours in advance and whose responsible for what paperwork.
  - iii. Debbie Meyers moved to appoint Correna Storkson for another 2-year term as Treasurer. Seconded by Ann Goers. Motion passed.

### **5. Future Agenda Topics for Joint Junior & Adult Leaders Executive Board Meetings**

- 2024-2025 4-H Adult Leaders Charter Application & Program Goals
  - i. Program Quality
    - We will offer a new project exploration activity that will cover at least 3 project areas before July 1, 2025.
      - a. This event will be May 10<sup>th</sup> at Cadiz Springs.
  - ii. Expand Access
    - Introduce 4-H to new youth by partnering with at least 1 organization on a joint event before July of 2025.
      - a. Hoping to partner with Summer Intern and AmeriCorp member. Still looking for an AmeriCorp member.
  - iii. Discuss ways to engage other youth and adults to avoid burnout.
    - Table for next meeting
  - iv. Discuss ideas for creating project kits for clubs to check out.
    - Table for next meeting
  - v. Develop a policy for timing for check requests to be done at least 48-hours in advance.

## Executive Board Meeting Minutes - Unapproved

March 3, 2025

The next Executive Board Meeting will be Monday, April 7, 2025 @ 6:15pm – In-person

Mirielle Smith moved to adjourn the meeting, seconded by Alayna Fiez. Motion passed. The meeting adjourned at 7:34pm.

Submitted by: Dawn Smith

### Attendees:

- Ann Goers
- Tyler Sievers
- Lillian Sievers
- Debbie Myers
- Alayna Fiez
- Mirielle Smith
- Emily Goers
- Correna Storkson
- Katy Dickson
- Mara Dickson
- Milo Dickson
- Stacy Leitner
- Dawn Smith
- Ellen Andrews