

Redwater 4-H Council Minutes

March 30, 2020 6:00 PM

Via Zoom Virtual Meeting due to Covid-19 Pandemic

Amy Clark, President, called the meeting to order at 6:04 PM

Members present:

Michelle May and Cindy Riley - Butte-Lawrence County Extension Representatives

President: Amy Clark

Vice President: Shawnie Mackaben

Treasurer: Melissa Dean

Secretary: Mark Heine

Butte County: Amy Clark, Shawnie Mackaben, Holly Main, Nicole Jones, Jamie Hockenbary

Lawrence County: Mary Pochop, Roxie Tetrault, Mark Heine, Melissa Dean, Kristy Eastman, Raye Brown, Kindra Gordon, Brandy Vavurska

Youth Representative: None

Secretary's Report:

-Presented by Mark Heine from our last meeting on 1/27/2020.

-Nicole Jones made a motion to approve the secretary's report with no corrections. Melissa Dean seconded the motion. **Motion carried.**

Treasurer's Report:

-Melissa Dean presented the treasurer's report.

-Checking account balance was **\$9401.08 as of 3/30/2020.**

-Jamie Hockenbary made a motion to approve the treasurer's report. Shawnie Mackaben seconded the motion. **Motion carried.**

-Michelle May has mailed a check today from Butte Co 4-H Shooting Sports to deposit in the Redwater Checking Account for Leader Dues.

Covid-19 Update:

-Michelle May discussed that 4-H will follow the guidelines for activities set in place by the Board Of Regents. The Butte/Lawrence extension office will be closed and 4-H events will be postponed until **May 15, 2020**. Even though the office will be closed, the office phone has been rolled over to Cindy Riley's cell phone. Michelle May will be available via email and cell phone. The office asks that we show patience while the state works through these issues.

-State 4-H Rodeo registration forms need to be in by May 1, 2020 deadline. This has not been changed.

-Rate of Gain, YQCA, and many upcoming deadlines are going to be flexible due to the Covid-19 pandemic. Michelle asks that we exhibit patience as she waits for further information from the state.

-Nicole Jones and the Livestock Superintendents will be meeting within the next few weeks to discuss some alternatives to meet upcoming deadlines.

-In the near future, Michelle and Cindy will discuss with 4-H Club Leaders about the use of Zoom for virtual monthly 4-H meetings. The Extension office will be providing the leaders with the tools if needed. There will need to be some flexibility with the requirements for 4-H attendance for their yearly attendance due to the pandemic. If you have further questions regarding this matter, Michelle urges our 4-H Leaders to contact the office with questions.

-Michelle has suggested that 4-H Leaders use Zoom for talks/demonstrations.

On April 2, 2020, National 4-H Shooting Sports was cancelled for the year.

Committee Reports:

A. Awards and Recognition Committee:

-Recognition Handbook:

There are 3 Groups that present awards at the Recognition Event that were **not** included in the **Butte/Lawrence 4-H Recognition Handbook (BLRH)**.

1. Shooting Sports:

- Butte County Shooting Sports have met and voted to place requirements in the BLRH and to continue to give out their top awards at the Recognition Event if ok with Redwater 4-H Council. These awards are specific to Butte County 4-H Shooting Sports. The awards information for this group will be added to the BLRH.
- Lawrence County Sharpshooters do not give out any awards at this time. Kristy Eastman is interested in presenting awards for this group. Amy Clark has agreed to send information to Kristy Eastman about how Butte County sets up their awards for the Recognition Event.
- Bullseye Archery in Lead does not give out any awards at this time.

Nicole Jones made a motion to continue to present awards for Shooting Sports at the Recognition Event. Shawnie Mackaben seconded the motion. **Motion carried.**

2. Horse Show - there has been communication between the Extension Office and Horse Show about awards or requirements for the BLRH. The office has no further information to report today.

3. 4-H Rodeo - there has been **no** communication between the Extension Office and 4-H rodeo about awards or requirements for the BLRH, however that group gives out their awards in conjunction with the 4-H Rodeo and not at the recognition event. Amy has recommended that we remove the information from the BLRH for the 4-H Rodeo. 4-Hers would still receive 10 points for participation in events as outlined on page 15 in the BLRH.

B. Policy for Distribution of SDSU Foundation Funds:

-Shawnie Mackaben presented the committee recommendations (Shawnie Mackaben, Melissa Dean, Serena Davis) from their recent meeting.

-This policy will be in place to distribute and access funds from **each** County's fund. These funds are available strictly through donations and may vary from year-to-year.

-The committee recommends that we adopt the **Mini-Grant Application** for applying for funds. They decided on a maximum of \$500/grant, 2x a year, that would be matched with money or donated goods worth the same amount of money. (Example: A club may apply for a \$500 grant for a workshop. The club would need to raise \$500 on their own through a donation that can be tracked whether that is through a monetary gift or with donated goods from a store. This is to expand the money available to more 4-H clubs. Clubs would apply for funds that are available in their respective county. Counties may also split contributions if they are doing a combined event such as a Livestock Judging School.

-Receipts will be provided as part of the Mini-Grant Application for money and donated goods.

-There will be required written documentation and feedback (approximately 1-2 pages) about the **pros and cons** of the program that will be presented to their respective county leaders association (Butte and/or Lawrence Counties).

-If money or goods have been donated by a specific person, family, or entity, then a public thank-you will be placed in their local newspaper(s).

-The extension office may be contacted about the amount of available funds in each respective county.

-Lawrence County Leaders will discuss this proposed policy at their next meeting on May 5, 2020.

-Michelle May has suggested that an email vote will be accomplished for approval in May 2020.

-Redwater 4-H Council will not need to approve this because funds will be handled by the SDSU Extension. However, the goal is to have one policy in place for the funds that both counties will use.

SDSU has a 5% handling fee for each account.

C. Banked Recognition Points Withdrawal:

-Awards and Recognition Committee - this committee will schedule a meeting, prior to the next Redwater 4-H Council meeting, and discuss/create policies and procedures regarding the use and limits of banked or saved points. This will be discussed at the next Redwater Council meeting in May 2020.

Old Business:

A. Swine Superintendent: Sammi and Wyatt Hansen have agreed to return as Swine Superintendents.

Sammi and Wyatt Hansen have submitted the following 4-H and FFA Rules for approval for the B/L County Fair Book:

<https://docs.google.com/document/d/1judU3vygeoGakRzAc6qkb7HIZkvgtm4ipYzTPduEnpY/edit>

Mark Heine made a motion to approve the 4-H Swine and FFA Rules as written. Nicole Jones seconded the motion. **Motion carried.**

B. Signage for Fairgrounds:

-4-H clubs will make identifying signs for the buildings they are assigned to clean for the fairground clean-up. In an upcoming newsletter, the office will send out a list of what club will be assigned to a particular building.

- Clubs have been asked to bear the cost of these signs. Each club will be responsible for the upkeep and cost of maintaining these signs. These signs could be removed for storage at the conclusion of the fair. It will be a minimum of 1 sign/building, but a club may choose to make multiple signs for multiple entrances.
- The Fair Board will give a 1st place prize of \$100 to the winning club entry by July 2020. A specific date will be provided in the future by the office.
- The Fair Board would like each club to be creative in this process.

C. Static Committee: If there is anyone who would like to volunteer or help, please call the Extension office for further information. Mary Pochop had recommended that a "Help Wanted" be placed in the newsletter for volunteers to help with numerous committees that are lacking in numbers. This is a great way to get new families involved.

D. County Fair Awards : As previously discussed at the Redwater 4-H Council on September 23, 2019, a committee needs to be formed or placed under the responsibility of another committee (i.e. Static or Awards and Recognition Committee) to meet the upcoming deadlines associated with mailing the sponsorship letters in June 2020. Mary Pochop will provide a list of committee responsibilities to Cindy who will send out this information and ask for volunteers in the April 2020 newsletter. This will be readdressed at the next Redwater Council Meeting in May 2020.

E. Fair Book Changes:

1. At the last Fair Board Meeting, they approved the following:

- Change of date for the Silent Auction from Friday to Thursday night, July 30, 2020, during the free BBQ.
- Change of date for the Horse Show from Tuesday to Monday, July 27, 2020.

2. Small and Large Animal Round Robin:

- Large Animal 4-H Round Robin is scheduled for 5:30 PM on Friday, July 31, 2020
- Small Animal 4-H Round Robin - Nicole Jones will contact Missy Lutz about the proposed changes. These will be sent to the Fair Board for approval.

Amy Clark would like to have changes to the Fair Board for their next meeting in April 2020 to meet the deadline needed for the Butte/Lawrence County Fair Book.

3. Dress-A-Sheep contest time:

- It has always been at 12:00 PM on Thursday during the B/L County Fair.
- Deb Kuckucha wanted to discuss a change in start time prior to Catch-A-Sheep. Cindy Riley will contact Deb Kuckucha and Gwen Kitzen to align start times for both of these events and have them approved by the Fair Board for placement in the B/L County Fair Book.

F. EIN Procedure: Update with Cindy Riley

- The purpose is for financial maintenance and audits for SDSU Extension and maintaining an active EIN with the IRS for the 990N Postcard filing.
- In the past, there have been various ways this was handled. At one point, each county office was responsible for filing the 990 for each 4-H club, then the clubs themselves had to file. Subsequently, all clubs were asked to conform to one state EIN but that was met with much resistance and never enforced,

thus the annual 990 filing fell by the wayside. Most clubs have not filed since 2012-2013 which has resulted in their EIN being revoked.

-The state is requiring that each club or group file for a **new** EIN number. Once received, the EIN will need to be provided to the extension office.

-The state has requested that the name used to file be changed by adding the county or state of where the club resides (i.e. Crow Peak Valley Rangers of Lawrence County).

- Clubs may also apply online or use the form that Cindy sent out if assistance is needed.

-Dr. Tim Tanner and Michelle May will discuss requirements and deadlines for the EIN sometime in the next 2 weeks. This will be discussed at a further date or at the next Redwater 4-H Council Meeting.

New Business:

A. Fair Survey Results: presented by Michelle May

-This survey was conducted to provide information to the Fair Board in regards to scheduling future events and dates for fairs, specifically the 100th Anniversary in 2021.

-This survey has been presented and reviewed by the Fair Board on their last meeting.

-This survey was provided to **current 4-H members and families**.

-The survey asked about the dates of the **2021 B/L County Fair**. It showed the following:

57.3% of people surveyed wanted the fair to stay on a Tuesday-Saturday schedule.

42.7% of people surveyed wanted the fair to be moved to a Wednesday-Sunday schedule.

-There is a link to the survey in the Monday Minute email for further review.

-Holly Main made a motion to send this survey out to the public for further input about the fair schedule and dates. Jamie Hockenbary seconded the motion. **Motion carried. This will be deferred to the Fair Board for their recommendations.**

-There was a thorough discussion about the pros and cons of asking the public about their input regarding the fair.

B. Extension Office and Best Practices in Communication and Connecting:

-Michelle May emphasized that even though the office is closed, Michelle and Cindy are available via phone, Butte Lawrence County Facebook, and email.

-The Extension Office number is being forwarded to Cindy Riley's cell phone.

C. Horse Safety Training - Proposed date is on April 28, 2020

- Michelle and Cindy have a Powerpoint presentation at the office if 4-Hers are not able to meet in a face-to-face meeting on that date. They are working on a solution. They are discussing the possibility of sending the powerpoint presentation to 4-Hers. At this time, the office does not have any definitive answers.

D. CDM/Skill A Thon - Virtual Link

-Recently, 5 members participated in a virtual CDM/Skill A Thon via web link. Michelle May will survey these participants to discuss their experience. If they are favorable, the Extension Office will proceed with future CDM/Skill A Thon events via web link.

Upcoming Meetings/Events:

The next *Redwater Council Meeting* will be on **May 11, 2020 at 6:00 PM via Zoom** due to the Covid-19 pandemic.

Motion was made to adjourn the meeting by Nicole Jones and seconded by Shawnie Mackaben. **Motion carried. Meeting was adjourned at 8:36 PM.**

Respectfully submitted, Mark Heine