

San Gabriel Valley 4-H Fair
Board Meeting – Thursday, Jan. 17, 2019
Held at the home of Mary Lash (9497 E Foster Rd., Downey, CA)
Conference call (605) 475-3220 Access Code 758600#

Adult Fair Executive Director Dee Keese called the meeting to order at 7:30p. Erin Murdoch led the Pledge of Allegiance and the 4-H Pledge.

Roll Call and Quorum Check – Attendance was taken and a quorum was present.

Those who attended the meeting in person or on the conference call included:

Marjorie Rodriguez	Rick Herbert	Dee Keese	Ema Straser
Marina Krishmar	Johanna Stewart	Brody Susnjar	Glenys Rich
Mary Lash	Leila Nuryan	Hannah Jung	Noel Keller
Sophie Loewner	Lisa Loewner	Lucia Brown	Patrick Kam
Judylynn Pelling	Jill Okamoto	Kristy Okamoto	Nikki Yunker
Georgia Pike			

Meeting Ground Rules – People attending this meeting were reminded about the fair board meeting ground rules:

1. Respect other people’s opinions
2. Be open-minded
3. No personal attacks
4. Listen to others
5. Have one speaker at a time
6. Encourage youth participation
7. No cross talk
8. Help keep the meeting on schedule.
9. Welcome newcomer
10. Keep the goals of the 4-H program in mind.
11. Want to have all NSG and SSG district clubs represented on the committee.

Minutes Approval – It was moved by Judylynn, seconded by Rick and passed to accept the minutes of the October 18, 2018 fair board planning meeting as published.

Treasurer’s Report – Johanna reported that there was no income and only the expense of paying for the use of the school for the fair since our last meeting, resulting in a current balance for the fair account of \$13,410.04. It was moved, seconded and passed to accept the Treasurer’s Report as presented.

Old Business

Fair Honor Court. The proposal for the honor court opportunity, which was submitted at the prior fair planning meeting, was discussed. It was moved by Judylynn, seconded by Brody and passed to change “shoulder ribbon” to “ribbon/pin”, resulting in the sentence “The King and/or Queen are then given a ribbon/pin to indicate their selection and a small plaque”. It was moved by Brody, seconded by Patrick and passed to accept the proposal with that modification. The approved Honor Court description is attached to these minutes.

Fair Duration: 2 or 3-day fair –There was much discussion about the fair duration. It was moved by Erin, seconded by Sophie and passed to have the same duration for the fair as last year – Friday, Saturday and Sunday.

2019 Fair Theme – The theme “4-H: Changing Lives Every Day” was voted as the theme for the 2019 SGV 4-H Fair.

Changes to Fair Policy and Procedures Manual – No actual changes to the Fair Policy and Procedures Manual were requested at this time. Changes that involve participants of the fair can just go into the 2019 SGV 4-H Fair Flysheet for this year.

Changes to Fair Handbook – No actual changes to the Fair Handbook were requested at this time. Changes for the Handbook can just go into the 2019 SGV 4-H Fair Flysheet for this year.

New Business

Fair Director Reports – There were no fair director reports. It was noted that most of the areas of the fair have no chairs listed on the fair roster on the fair website. Directors were reminded to send the names and contact information of their area fair chairs to Peter Michel.

Nominations of 2019 Honor Court – It was mentioned that NSG members wanted to know the duties of the Honor Court before asking to be considered this year. Since the duties were discussed and finally approved at this meeting, it was agreed that the nominations be tabled until the February fair planned meeting. At this time two NSG and no SSG members are considering being on the 2019 SGV 4-H Honor Court, but with the Honor Court opportunity now better defined we hope that others may also consider it.

Fair Activities and Schedule – Everyone was asked to send their ideas for activities and a detailed schedule for the 2019 fair to the Activities Directors, Sophie and Lisa Loewner. What should be included in this year’s fair? There was much discussion about this at our prior fair planning meeting. There were additional discussions at this meeting including the following:

Popup “Tents” will be available to provide more shade for outdoor activities.

Georgia Pike will look into finding a less expensive taco food truck for the Saturday lunch.

We should arrange to have the fruit food truck we used last year come again on Saturday. More activities should be planned for the Sunday part of the fair.

Effort should be made to create a schedule where members can easily attend activities at both the park and the school.

It was emphasized that the Activities Directors need our suggestions and requests for fair activities **as soon as possible**, so they can plan the activities and put them together into a fair schedule for planning committee approval at the February fair planning meeting.

Having the fair exactly the same each year can be less exciting for those who participate regularly. What changes could be made to make the fair more exciting this year?

What should we eliminate, what should we keep, what should we bring back and what should we add? Send your thoughts and suggestions to Sophie and Lisa.

We need to finalize what activities we want to have at our fair this year at the February fair planning meeting. If you bring your ideas to the meeting, be sure to include a detailed suggestion of how the activities would fit into a fair schedule.

Fair Publicity – Fair details for publicity should be ready by the end of the next fair planning meeting. Send Peter details for updating the fair forms, flyers, etc. so the fair website can be ready by County Judging Day on Feb. 23. It was suggested that we could set up a table with fair information at County Judging Day to attract more participation in the fair this year. If not a

table, we could at least have an informative flyer available to give out. The flyer could include the link to our fair website, which would have the current fair information, handbook, entry forms, etc.

2019 SGV 4-H Fair Flysheet – Once the fair activities and schedule are decided, the 2019 fair flysheet can be created. Much of the flysheet will be same as last year, unless changes are voted upon at the February fair planning meeting.

Fair Website – Peter needs to receive the updated 2019 fair information so he can get the fair website ready for the fair this year. Please don't delay in sending him the information as soon as possible. Following that, check the fair website to help proof that the updates were made as you requested.

Fair Venue for 2020 – A few other possible venues for the 2019 fair were discussed at the start of the year in September, but it was too late to consider the venues without more specific information. At that time, it was decided to use the 2018 venue for this year's fair and if we want to consider other venues we should start this spring so that it can be decided in May 2019 where the 2020 fair will occur. Normally venues need to be arranged several months (perhaps even a year) before the event. Rather than setting up a committee to investigate other possible fair venues, it was suggested that individuals should investigate possible venues and be ready to report their detailed findings at the May fair evaluation meeting so a decision can be made at that time. The individuals should check for the availability of the venue for the specific weekend of our 2020 fair (April 24, 25, 26). They should know the costs and specific offerings of the venue (livestock area, kitchen, display and activity space, eating area, parking, time available, restrictions, etc.). We will remind fair planning committee members about this task at each of our fair planning meeting before the May fair evaluation meeting.

Adjournment – It was moved by Lucia, seconded by Georgia and passed to adjourn the meeting. The fair meeting was adjourned at 8:45pm.

The next fair board meeting is **Thursday, February 21, 2019 at 7:30pm at Mary Lash's home.**

Reminders for the next meeting:

- Read the minutes of this meeting on the fair website and be ready to vote on approving/correcting them. Please send any corrections to Noel Keller.
- Look at the meeting agenda on the fair website and be prepared.
- ASAP send Sophie and Lisa Loewner specific ideas for the fair schedule and activities to make the 2019 SGV 4-H Fair great. Include how the suggestion would fit into the fair schedule.
- If not already sent in to Nikki and Peter, fair directors should send in the names and contact information for their department chairs.
- If you cannot attend this meeting, please send your ideas and suggestions to Nikki and/or Dee before the meeting so your ideas and suggestions can be presented.
- Districts should bring their nominations for the 2019 SGV 4-H Honor Court

Respectfully submitted,
Noel Keller, SGV 4-H Fair Secretary

Attachment:

SGV 4-H Fair Honor Court Description

Approved 1/17/19

Purpose:

To honor those who have helped to make the fair successful in the past.

Eligibility:

1. You are currently a Senior 4-H member in a NSG or SSG 4-H club.
2. You must have participated in the fair at least one prior year, having at least one entry at the fair, attending the fair and being a fair area Director or department Chair.
3. You can be on the Honor Court more than one year, but if you are selected as the King or Queen you are not eligible to be on the Honor Court again.
4. You are nominated by your district council, which has checked that you meet the above requirements for eligibility.

Selection Process:

1. Each district can nominate up to three Senior 4-H members for the Fair Honor Court by the January fair planning meeting. If one district does not nominate three members, the other district can nominate more members. There is a maximum of six on the Fair Honor Court in one year.
2. The nominee should fill out the Honor Court application and send it to the Activities Director by the designated deadline.
3. The nominee should send her/his t-shirt size to the Activities Director by the designated deadline.
4. The Fair should give each nominee an Honor Court t-shirt (the fair pays for the t-shirt).
5. Nominees are considered Princes and Princesses of the Honor Court.
6. If the nominee wants to be considered for the King or Queen of the Fair Court, the nominee must participate in an interview for the selection. The selection committee should consist of three adults, with both districts represented on the committee. An effort should be made to have the interview held at a convenient time for those involved, with the option of an interview by phone. The criteria for selection should mainly be prior and current work, support and participation in the SGV 4-H Fair. Present yourself as well as you can. You will be judged on your experience with the SGV 4-H Fair, your enthusiasm to make the fair this year a success and your poise. Tell things you have done and your goals at the interview. It is not required that a King and/or Queen be selected if none are deemed qualified. If there is a tie in the selection, an alternate can be designated in case the selected person cannot participate in the fair at the last moment. The selection of a King and/or Queen is announced at a ceremony near the start of the fair. The King and/or Queen are then given a ribbon/pin to indicate their selection and a small plaque.

Duties:

1. You should participate in the current fair planning by participating in at least two fair planning meetings in the year you are applying for the Fair Honor Court, including the last fair planning meeting prior to the fair.
2. You are generally available to help all the days at the fair, when you are not busy fulfilling the duties of any fair positions that you might have at the time.
3. You generally report to the fair Executive Directors, unless otherwise directed by them to another person.

4. You should be flexible and willing to do what is reasonably necessary to make the fair successful. Keep in mind how the public is viewing the activities of the fair.
5. You help run the baked goods auction at the fair.
6. You are the MC's for designated fair activities.
7. You present the fair awards at the Fair Awards Ceremony.
8. You work as a team and serve as a backup for the other honor court members.
9. You act as Host/Hostess for the fair welcoming visitors and encouraging members.
10. You should wear your Honor Court t-shirt, at least on the main fair day.
11. You are a 4-H role model.

Suggestion: Once the activities of the fair are determined and a fair schedule is set, plus the honor court members are known, a schedule should be set up for the court members indicating their particular duties at the fair, such as honor court member #1 emcees (MC) activity #3, etc.