

**San Gabriel Valley 4-H Fair  
Board Meeting – November 19th, 2015**  
at Mary Lash’s home (9497 E Foster Road, Downey, CA)

Meeting was called to order at 7:42pm by youth Executive Director Camille Norczyk. Camille lead the American and 4-H pledges.

**Roll Call and Quorum Check** – An attendance sheet was passed around and it was determined that a quorum for the meeting was present. The meeting Ground Rules were posted on the wall. It was mentioned that all fair board Directors and Chairs (present or online) would be able to vote at this meeting.

**Introductions** – Everyone present introduced themselves.

**Treasurer’s Report** – Mary Lash gave the Treasurer’s Report as follows:

Bank Balance as of October 31, 2015 - \$15,021.93

Dee Keese moved, Noel Keller seconded and it passed to accept the Treasurer’s Report as presented. Danielle Sevilla reported for clarification of our website domain and hosting fees that the domain was like the “address” for fair information and the hosting was like the “mailbox”.

**Minutes Approval** – It was moved by Dee Keese, second by Mary Lash and passed to accept the minutes of the October 15th fair board meeting as posted on the fair website.

**Old Business**

**Missing 2015 club trophy** – The recently found Table Setting fair trophy was engraved for 2014 and 2015, and presented to the Greenleaf 4-H Club.

**2016 Fair Budget** – The Committee of Mary Lash, Johanna Stewart and Meghan Tahbaz had not had a chance to meet yet to prepare a 2016 fair budget for the fair board to review and approve. It was moved by Mary Lash, seconded by Rick Herbert and passed to table the discussion and approval of the 2016 fair budget until the January fair board meeting.

**Status of contract for fairgrounds** - it was reported that the fairgrounds will be sending the contract to Dawn Fuller on Nov. 20<sup>th</sup> so she can sign and process it. April has five weekends in 2016. The 2016 fair will be April 22/23, the fourth weekend. The 2017 SGV fair will also be the fourth weekend, April 21/22.

**Election of the fair board department chairs** – At our October fair board meeting, there was an election of the fair department chairs. The remaining department chair positions will now be filled by the specific area fair directors. Contact them if you are interested in one of the open department chair positions. The directors for an area may decide not to have all the department chair positions that are listed for their areas in the SGV 4-H Fair Policies and Procedure Manual.

**Meeting Grievance Procedure** – At our October fair board meeting, we voted to stay with the same meeting grievance procedure that we used last year.

**Outstanding bills for 2015 fair** – Mary Lash asked if there were any outstanding bills for the 2015 fair. Bob Sylvest reported that he had none. Noel Keller presented a bill for the engraving of the recently found Table Setting trophy.

## **New Business**

**2016 Fair Theme** – It was moved by Noel Keller, seconded by Rick Herbert and passed that the theme for the 2016 SGV 4-H Fair would be “4-H – Keepin’ It Fresh”. We should now try to think of a few new opportunities/activities for the fair this year to go along with the theme of “4-H - Keepin’ It Fresh”.

## **Director Reports**

**Small Livestock** – Dee Keese reported that Jack Crane has agreed to be a poultry judge, Barbara Crane has agreed to be a goat judge and Bill Penicks has agreed to be a cavies and rabbit judge for the fair. She is asking Elizabeth Wright to email them and confirm their agreement to judge.

**Fundraising** – Danielle Sevilla reported on some possible restaurants that have a fundraising opportunity to earn money from sales on a particular day. So far the best opportunities were California Pizza Kitchen with 20% of sales and Round Table Pizza with 15% of sales. It was moved by Dee Keese, seconded by Shelly Roth and passed to have a food fundraiser where the profits will go the SGV 4-H Fair. Danielle Sevilla volunteered to organize the fundraiser. She will contact each NSG and SSG district 4-H club to see what restaurant in their area would be good for the fundraiser and then make the arrangements. Since 4-H office approval for the fundraiser will be required, it was decided that the actual fundraisers would be planned for probably February or March. Camille Norczyk suggested that money from the fundraiser could be used to provide some new special youth activities for the fair. It was decided to discuss the use of the money from the fundraiser at a future committee meeting.

**Memorial for Barbara Hales** – Mary Lash reported that Barbara Hales’ family was pleased that the fair wanted to create a memorial for Barbara. The family wanted to have a chance to discuss what they might suggest for the memorial.

**Fair Honor Court** – The SSG and NSG districts were asked to present the member names for the 2016 fair honor court at the January fair board meeting. For the honor court the member has be at least 14 years old by December 31<sup>st</sup>, 2015.

**Archery at the fair** – Having archery at the fair last year was very successful. It was moved by Dee Kesse, seconded by Shelly Roth and passed to permanently add archery to the SGV 4-H Fair.

**Horse Show/Demonstration** – Having the Horse Show/Demonstration at the fair last year was very successful. It was decided that it should be considered again for this year.

**Fair Handbook and Policies & Procedures Manual** – It was decided that at this time we would not plan to make changes to the SGV 4-H Fair Handbook (February 19, 2015) and the SGV 4-H Fair Policies and Procedures Manual (February 2015) for this year. The 2016 Fair Flysheet would be used to present the particular updates and features of the fair this year.

**Fair BBQ** – The fair BBQ worked well last year. It was discussed that we again use dessert fair entries for the dessert for the BBQ. Advance BBQ reservations should be encouraged. Perhaps better publicity about the advance BBQ reservations would help. BBQ reservations should be sent to Mary Lash.

**Upcoming January and February fair board meetings** – There is no fair board meeting in December. The next two fair board meetings will be very important. Details of the 2016 SGV 4-H Fair should be discussed at the January fair board meeting and finalized at the February meeting. The 2016 fair information needs to be up on the fair website by the end of February. That means that the fair flyers, website and flysheet need to be ready for final approval by the fair board meeting on February 19<sup>th</sup>.

**Adjournment** - The fair meeting was adjourned at 8:32pm.

Those who attended this meeting included the following:

Noel Keller	Marjorie Rodriguez	Camille Norczyk	Dee Keese
Zella Roth	Mary Lash	Shelly Roth	Rick Herbert

Those who attended the meeting online included:

Shannon Chen	Judylynn Pelling	Wesley Rich	Bob Sylvest
Julie Sylvest	Michelle Sylvest	Victoria Rosenfield	Alexa Sutter
Danielle Sevilla	Mr. Sutter	Mrs. Sutter	

The next fair board meeting is **Thursday, January 21st** at 7:30pm at the home of Mary Lash.

Reminders for the next meeting:

- Read the minutes of this meeting and be ready to vote on approving/correcting them
- Districts should bring the names of their members for the fair honor court
- Bring details of 2016 fair activities/opportunities that are needed for the 2016 fair publicity.

Respectfully submitted,  
Noel Keller