

**San Gabriel Valley 4-H Fair  
Board Meeting – March 16th, 2017**

at Mary Lash's home (9497 E Foster Road, Downey, CA 90242)  
Conference call (605) 475-3220 Access Code 758600#

The meeting was called to order at 7:35pm 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 and/or online. The meeting Ground Rules were posted on the wall.

**Treasurer's Report** – Abigail Wright reported that there was no fair income or expenses since our last meeting and that the fair account balance was \$14,685.04. The money from the Greenleaf 4-H Club 2016 fair pizza fundraiser has still not been received yet. It was moved by Noel Keller, seconded by Patrick Kam and passed to approve the Treasurer's Report and file it for audit.

**Minutes Approval** – It was moved by Judylynn Pelling, seconded by Mary Lash and passed to accept the minutes of the February 16th fair board meeting as posted on the fair website. In addition to posting the minutes on the website, the minutes were emailed out to the fair directors for whom Noel had email addresses, so they can read them and pass them onto their chairs.

**Old Business**

**Riverside County 4-H fair participation** – Betty Gregory has not yet reported back to Camille if the Large Livestock members in the Riverside 4-H program want to participate in the 2017 SGV 4-H Fair.

**Fundraising** – Camille reported that Danielle Sevilla thinks that it is too late this year to start a fundraising activity for this year's fair. During the summer, Danielle will look into some options for next year and present them early in the Fall so we would have enough time to plan some fundraising efforts.

**Fair Schedule** – The fair schedule was set at our last fair board meeting.

**Publicity/fair posters** – A box of fair banners and posters was brought to the meeting.

**Trash/Recycling** – Trash and recycling fall under the Administrative area. The livestock trash has been included with the other fair trash. Betty Gregory will let us know if Riverside County will be having Large Livestock entries for our fair and suggest how we might handle the increase in fair trash.

**Committee Roster** – The committee roster is still not complete. All fair directors should ASAP email Camille the names, position and contact information for their current area chairs. If directors prefer not to designate a specific position for a person, the person will be listed as General for that area. The roster names and positions will appear on the fair website and the fair

program. An incomplete roster was passed around at the meeting for people who were present to add their information.

**Fair Flysheet** – The 2017 SGV 4-H Fair Flysheet was discussed and approved at our last fair board meeting. See below under **Large Livestock/Donkeys** for additions that were approved for the 2017 fair flysheet at this meeting. A request was made to add three Small Animal score sheets to the flysheet. The 2017 flysheet will mention that the score sheets are on the fair website under fair forms.

**Fair website** – The fair website is still not fully updated for the 2017 SGV 4-H Fair. Please look at the fair website and send website information additions/corrections to Peter Michel as soon as possible. We need the website to be accurate with information that can be easily found.

**Fair Program** – The fair program is still not complete yet. Camille needs to forward the committee information to Peter Michel so it can be included in the tri-fold fair program. If no person is designated for a chair position, the chair position will not be included in the program. All information for the fair program should be received by Peter Michel by the April 13<sup>th</sup> fair board meeting. After that meeting, the fair program should be finalized and printed.

**2017 Survey/Evaluation** – It was discussed that the survey was good last year and that we should do the same type of survey for this year. Camille has been given the password to be able to make changes on last year's survey. Please email her any ideas you have for changes to the survey. Camille will bring the 2017 Fair Survey "form" to the next fair board meeting for approval.

## **New Business**

### **Director Reports**

#### **Administration** –

Judylynn Pelling reported that she will do a presentation on the processing of fair entries for fair directors at the next fair board meeting. She will be a little late to the meeting due to another activity.

Marie Sutter has agreed to the adult Awards Chair. Julia Brown is the youth Awards Chair. Marie has talked with Bob Sylvest about the inventory of awards left from last year and has notified Noel Keller about what needs to be ordered for this year's fair. Last year directors, chairs and judges were given name tags with ribbons hanging from them. It was requested that these name badges be returned but not all were turned in after the last fair. If you have one, please bring it to the next fair meeting. It was decided to continue having a JUDGE ribbon and not call them EVALAUTOR as the state recommends.

**Home Economics** – Victoria Rosenfield would still like to be able to display quilts nicely at the fair. Please let her know if you have any ideas about how quilts could be fully displayed. Victoria is waiting to hear from several people about being judges for her area. Joanna Cao has volunteered to be an apprentice to Katherine Cao to learn about being a possible director for the area in the future.

**Finance** – Mary Lash suggested that the April 21 date be removed from the BBQ flyer and only the April 22 date appear for the BBQ.

Mary mentioned that several old rabbit trophies have been donated to the fair. Once we know what we have been given, a thank you note should be written. Someone from Small Livestock should look at the trophies and see if any could be used for the fair this year. It may be too late to use them this year.

**Arts & Crafts** – Georgia Pike reported that she has two judges and four chairs. She will email the information to Camille.

**Small Livestock** – Shannon Penicks reported that she has her judges and everything is okay for her area.

**General and Other Projects** – Patrick Kam reported that Wesley is working on getting judges. Wesley confirmed that.

**Honor Court interviews** – The fair honor court interviews were held on Saturday, March 4<sup>th</sup> at 9 the home of Dee Keese.

**Entry Forms** – Two copies of entry forms are due at the April 13<sup>th</sup> fair board meeting. Administrative will keep one copy and the other copy goes to the fair area of the entry. Directors should be at that fair meeting to pick up their entry forms.

**Large Livestock/Donkeys** – The PVP Club would like to entry donkeys in the fair this year. Mariela Diaz-Brown moved, Victoria seconded and it passed to add to the 2017 fair flysheet the following:

The HORSE Department of Large Livestock is changed to the EQUINE Department and the following two divisions are added:

Division 181 Donkeys

Class 40. Junior – ages 9-13

Class 41. Senior – ages 14-19

Division 182 Donkey Showmanship

Class 50. Junior – ages 9-13

Class 51. Senior – ages 14-19

**Processing of entries** – At the next fair board meeting, Judylnn Pelling will review the complete processing of a fair entry from submission to being picked up after the close of the fair. All directors should be present at the meeting so everything knows what to do with entries at the fair.

**Fair Details** – Peter Michel is still waiting for some fair information for the fair website. Please look at the forms and flyers on the fair website and send Peter the needed updates/corrections as soon as possible. Directors should proof the information on the website for their fair area.

**April fair board meeting** – It was decided to start the April 13<sup>th</sup> fair board meeting at **7pm** because there is so much to do at this last meeting before the fair. Club fair trophies from last year's fair should be returned by bringing them to this meeting. Entry forms should be delivered by clubs and picked up from fair directors. Clubs should submit their club project rosters and entry fees. BBQ order forms and money should be turned in. Final lists of chair names should be turned in.

**Adjournment** – The fair meeting was adjourned at 8:41pm.

Those who attended this meeting included the following:

Noel Keller	Camille Norczyk	Patrick Kam	Abigail Wright
Mary Lash	Marjorie Rodriguez	Victoria Rosenfield	Mariela Diaz-Brown
Ashlyn Spaziano	Robert Wright		

Those who attended the meeting online included:

Judylynn Pelling	Alexa Sutter	Wesley Rich	Georgia Pike
Marie Sutter	Jamie Signer	Shannon Penicks	Kiran Ekanayake

The next fair board meeting is **Thursday, April 13<sup>th</sup>, 2017 at 7:00pm**  
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.
- Bring your completed BBQ order forms and money
- Bring your club entry forms (2 copies) and entry fees
- Bring your club trophies won last year at the fair
- Directors should be prepared to present a brief status report on their area in the fair. If they cannot participate in the meeting, please email the status report to Camille ([camille.612@hotmail.com](mailto:camille.612@hotmail.com)) in advance of the meeting so she can present the report.

Respectfully submitted,  
Noel Keller