

**San Gabriel Valley 4-H Fair
Board Meeting – March 17, 2016**

at Mary Lash's home (9497 E Foster Road, Downey, CA)

Meeting was called to order at 7:40pm by youth Executive Director Camille Norczyk. Camille led the Pledge of Allegiance and the 4-H pledge.

Roll Call and Quorum Check – An attendance sheet was passed around and those attending on the conference call were noted. It was determined that a quorum for the meeting was present. The meeting Ground Rules were posted on the wall.

Treasurer's Report – Mary Lash gave the Treasurer's Report as follows:
Bank Balance is \$15,002.69. There was no fair income or expenses since our last meeting in February.

Minutes Approval – It was moved by Dee Keese, second by Mary Lash and passed to accept the minutes of the February 18th fair board meeting as posted on the fair website.

Old Business - none

New Business

Fundraising –Danielle Sevilla reported that she is still working on setting up the restaurant club fair fundraisers. She will organize a fundraiser for each NSG and SSG club. She has contacted each NSG and SSG district 4-H club to see which of the two restaurants (California Pizza Kitchen or Round Table Pizza) in their area would be good for the fundraiser. When she hears back from the club, she will then make the arrangements. The money made from fundraisers will go towards fair expenses. PVP's fundraiser was planned for March 22.

Fair Baskets – After a discussion, it was clarified that each SSG/NSG club is requested to provide at least **one** fair basket for the Silent Auction.

Fair Banners – There was a discussion about needing new banners for the fair this year. Someone had thought the fair fundraisers were being done to be able to make new banners. It was clarified that the current fair fundraisers were raising money for general fair expenses. It was decided that no new banners were needed.

Director Reports:

General Plants and Animals – Abigail Wright reported that the judges have been contacted and confirmed.

Home Economics – Victoria Rosenfield will not be able to be at the fairgrounds on Friday so youth director Katherine Cao will handle the set up and receiving entries on Friday. The display risers and clothes rack will need to be at the fairgrounds for her. They are working on finding judges for the Area.

Awards – Bob Sylvest reported that the fair ribbons and trophies have been ordered. He mentioned that is working on displaying the Best of Show medals with a larger presentation, such as on a colorful, card stock form. Clubs are asked to bring back the revolving 2015 fair trophies to the next fair committee meeting.

Large Livestock – Alexa Sutter reported the Horse leader has agreed to do a horse show or demonstration at the fair this year. Betty Gregory reported that they have some judges arranged. The vet who was on call for the fair does not seem to be reachable at this time. It was suggested to contact Debbie Treadwell since she had originally contacted the vet in the past. Betty and others requested that the fairgrounds be contacted about the following:

Scales should be available

Show ring should be cleaned out.

Will there be bales of hay for the archery contest?

Kitchen should be clean.

Stoves, ovens, refrigerators and freezers should be in working order.

Danielle Sevilla volunteered to contact the fairgrounds about these items. Contact Danielle with any other fairground requests.

Fair Event Survey – Bob Sylvest was asked to create a fair event survey again for 2016. He mentioned he would perhaps set up the survey on Survey Monkey again. The survey content will be approved at the next fair board meeting. Bob mentioned that having the survey filled out at the fair online didn't work well last (little participation). He suggests again making the survey available online after the fair with a requested completed date.

Finance – The BBQ chair is working on the BBQ details. Again, there is a request for the kitchen to be clean with everything in working order. If any of the fair areas need startup money, they should contact Mary Lash to make the arrangement. Dee again offered her two cash boxes for use at the fair. Contact Mary if your area needs a cash box.

Administration – Each area director should send a list of their chairs to Shannon Chen for the fair roster and the fair program. Youth directors should email a photo of themselves to Shannon Chen (chen.shannon@cox.net). If there are any errors on any of the fair forms, please contact Peter Michel immediately so they can be corrected.

Small Livestock – Elizabeth Wright reported that judges have been contacted and confirmed for their Area.

Recycling at the Fair – It had been decided that recycling should be organized for the fair. The money made from the recycling of cans, bottles, etc. would go to the fair to help pay for fair expenses. A person(s) is needed to organize and run this activity. We were asked to go back to our clubs to see if there was anyone who might be interested in helping with this activity.

Fair Entry Forms – Entry forms should be turned in by the next fair board meeting on April 14th. Please turn in two copies of each entry form (one for Administration and one for the fair Area). The entry form and the entry tag should include a description of the item (such as flower drawing, etc.) so the entry can be easily found during judging. Please remind your members to read the fair Handbook for the details required for some entries (such as entry quantity limits, required construction information, etc.) Please write one club entry fee check for your club entries. Clubs should also turn in the club enrollment form and a roster for each club project. A

Director from each fair Area should attend the next fair board meeting to receive the entry forms for their Area.

Nominations for 2017 SGV Executive Directors – The call for nominations for the 2017 Fair Executive Directors was made. Nominations will be accepted at the next fair board meeting. Additional nominations and the election of the 2017 Fair Executive Directors will occur at the May fair board meeting.

April fair board meeting – To allow more time for collecting and distributing the fair entry forms, the April 14th fair board meeting will start at 7:00pm and end at 9:00pm. Judylynn Pelling will be available after the meeting to train any Area on how to set up the judging sheets for the entries for their Area.

Adjournment - The fair meeting was adjourned at 8:34pm.

Those who attended this meeting included the following:

Noel Keller	Marjorie Rodriguez	Judylynn Pelling	Dee Keese
Camille Norczyk	Mary Lash	Victoria Rosenfield	Ashlyn Spaziano

Those who attended the meeting online included:

Betty Gregory	Bob Sylvest	Meghan Tahbaz	Abigail Wright
Julie Sylvest	Alexa Sutter	Michelle Sylvest	Elizabeth Wright
Danielle Sevilla	Marie Sutter		

The next fair board meeting is **Thursday, April 14th** at 7:00pm at the home of Mary Lash. Please note the earlier starting time and the earlier date for this meeting.

Reminders for the next meeting:

- Read the minutes of this meeting and be ready to vote on approving/correcting them
- Bring entry forms (2 copies) for turn in and one club check for the entries
- Club should bring rosters for each of their projects
- Club should bring completed enrollment counts sheet
- All revolving SGV 4-H fair trophies should be returned by clubs

Respectfully submitted,
Noel Keller