

**San Gabriel Valley 4-H Fair
Board Meeting – Thursday, March 21, 2019**
Conference call only (605) 475-3220 Access Code 758600#

Youth Fair Executive Director Nikki Yunker called the conference call meeting to order at 7:40p.

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

Those who attended the meeting on the conference call included:

Marjorie Rodriguez	Rick Herbert	Dee Keese	Nikki Yunker
Marina Krishmar	Mary Lash	Noel Keller	Sophie Loewner
Lisa Loewner	Danielle Sevilla	Efrain Sevilla	Ema Strasser
Judylynn Pelling	Glenys Rich	Erin Murdoch	

Minutes Approval – It was moved by Noel, seconded by Marina and passed to accept the minutes of the Feb. 21, 2019 fair board planning meeting as published.

Treasurer’s Report – Mary reported that there was no income or expenses since our last meeting, resulting in a current balance for the fair account of \$13,410.04. It was moved by Judylynn, seconded by Rick and passed to accept the Treasurer’s Report as presented. The fair bank account had to be closed and is in the process of being set back up. There is an outstanding bill of \$17.00 for an honor court t-shirt, which will be paid when the bank account is set up again.

Old Business

2019 Honor Court – An interview was held for the 2019 honor court member.

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.

New Business

Dog Show – It was moved by Noel, seconded by Judylynn and passed to start the dog show on Sunday, April 28 at 8:30am.

Cat Show – It was noted that two different times are listed in the 2019 fair flysheet for the Cat Show on Sunday morning. The typo will be corrected. The Cat Show will start at 9am, if there are any cat entries.

Fair Director Reports –

General and Other Projects – Glenys reported that she is working on getting additional chairs for her area.

Publicity – Peter brought some fair flyers, produced by Dee, to County Judging Day for distribution at the event Awards Ceremony.

Fair Awards –

Due to other activities going on, information about the fair awards in current inventory and given out last year was not given to Noel. Noel was asked to place an award order based on last year's order instead. The order was placed on March 18. So that we are more sure about what we need for this year, an inventory of current awards should be taken and compared with what was used last year, so Noel knows if an additional order should still be placed. Rick and Ema mentioned that the inventory and comparison to last year would be done on Sunday or early next week. Noel will send them a list of what has been ordered already for this year. If necessary, an additional award order will be made. Do we have enough evaluator and director ribbons? Do we have enough for the livestock area? The goal will be to bring the ordered awards to the April fair meeting.

Fair trophies (from clubs other than PVP and Pomona Valley) should be brought back to the April fair meeting, so all the fair trophies can be ready for the fair.

Food Trucks – Dee reported that Georgia Pike has arranged for the fruit truck that we used last year to come again this year on Saturday. Dee reported that she has arranged for a taco truck to also be there on Saturday. Rick will arrange for coffee for Saturday and Sunday mornings.

Fair Ground Rules and Grievance Procedure – It was decided that we would use the same fair ground rules and grievance procedure that was used last year for this year.

Review Fair Support and Backup Plan – We discussed the fair support and backup plan and felt everything was covered at this time. Dee has a vet lined up if we need one. If it rains, we can continue the fair activities indoors. Dee knows where a key is located if we need to get into areas at the park.

Training for Entries, Judging and Awards Processing – Judylynn will run a training session at the next fair meeting for entry, judging and award processing. She will emphasize that the same unique number needs to be placed on the entry tag, entry form and the judging sheet for each entry. The number should be listed in red ink. The judging sheets should be set up before the entry check in. Judylynn mentioned that she would be late to the April fair meeting, but that was not considered a problem because the training will occur at the end of the meeting.

Fair Evaluation Form and Processing Procedure – It was moved by Noel, seconded by Marina and passed that we use the same fair evaluation form and process as we used last year for this year. Fair evaluation forms will be available at the fair and online for completion. Nikki and Dee will evaluate the forms and present the results of their evaluation at the May fair meeting.

Recycling at the Fair – Last year Zavien Gonzalez of the ERHP 4-H Club set up some recycling options at the fair and made a little money for the fair. Judylynn was asked to ask Zavien if he would do it again for us this year.

Adjournment – It was moved by Rick, seconded by Ema and passed to adjourn the meeting. Tee fair meeting was adjourned at 8:11pm.

The next fair board meeting is **Thursday, April 18, 2019 at 7:30pm at Mary Lash's home in Downey**. The meeting is also available as a conference call. Area directors should be attending this meeting so they can receive all the entry forms for their area.

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.
- This is the final fair meeting before the fair. If not resolved yet, bring any questions you have about your duties at the fair or any other fair issues.
- Clubs should bring back fair project trophies awarded last year (not PVP or Pomona Valley)
- Clubs should bring 2 copies of all their fair entry forms
- Clubs should bring a list of their club members and who is in which projects
- Clubs should bring the club project enrollment form
- 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.

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