

**San Gabriel Valley 4-H Fair  
Board Meeting – April 19, 2018  
Held at the home of Mary Lash (9497 E Foster Rd., Downey, CA)  
Conference call (605) 475-3220 Access Code 758600#**

In these minutes,  
Park refers to Ernie Howlett Park  
School refers to Valmonte Elementary School.

Before the meeting started, clubs were giving their member and project enrollment information, along with their member entry forms and fees, to the Administration Directors and an extra copy of their member entry forms to the various fair areas/departments.

The meeting was called to order as a conference call at 8:02pm by Adult Executive Director Betty Mullen. Lucia Brown led the Pledge of Allegiance and Ally Mullen led the 4-H Pledge. No agenda was prepared for the meeting.

**Roll Call and Quorum Check** – Attendance was taken and it was determined that a quorum for the meeting was present.

Those who attended the meeting in person included:

Noel Keller	Rick Herbert	Dee Keese	Marjorie Rodriguez
Judylynn Pelling	Mary Lash	Johanna Stewart	William Brown
Betty Mullen	Marie Sutter	Alexa Sutter	Kiran Ekanayake
Andrew Nunley	Alexander Nunley	Patrick Kam	Julia Brown
Wesley Rich	Marina Krishmar	Nicoleene Yunker	Kenneth Yunker
Lucia Brown	Ally Mullen		

No one attended the meeting on the conference call.

**Minutes Approval** – It was moved by Dee, seconded by Wesley and passed to accept the minutes of the March 15, 2018 fair board meeting as published.

**Treasurer’s Report** – Mary reported that that was an expense of \$553.74 for fair awards and income of \$100 from the Pomona Valley 4-H Club for a project trophy for Leadership in Memory of Debbie Treadwell since our last meeting, resulting in a new balance of \$12,887.61. It was moved by Dee, seconded by Noel and passed to accept the Treasurer’s Report as presented.

### **Director Reports**

**Assistant Executive Director** – Dee mentioned that she has arranged for a taco food truck and a fruit food truck for the School starting at 8:30am on Saturday. Contracts and insurance were arranged for the food trucks. Dee mentioned that she had encouraged her younger club members to participate in activities at the Park in the morning while the judging was going on at the School.

**Home Economics** – Marjorie reported she is still working on getting judges.

**Finance** – Mary mentioned you need to let her know if your area needs a money box and/or start-up money.

**Silent Auction** – Silent auction items (club baskets) should be brought on Friday night to the School. Bidding on the baskets will start Saturday morning at the School and will end Sunday morning. The bidding times (start and end) should be posted so people know when the bidding should stop and baskets picked up.

**General and Other Projects** – Wesley reported that he has plenty of judges.

**Small Livestock** – It was mentioned that the Park will be opened up earlier so everything there can be ready for check-in.

**Large Livestock** – It was mentioned that awards for Large Livestock will be given out at the Park after they are earned. Some of the older trophies will be used for some of the awards.

**Arts & Crafts** – It was reported that they have all their judges.

**Cats** – There are no Cat entries this year so there will be no Cat Show.

**Primary** – It was reported that they have all their judges and are ready to go.

**General Plants and Animals** – Kiran reported that they have all their judges that are needed.

## **Old Business**

**Fair Evaluation Form** – The Administration area created a 2018 Fair Evaluation Form and passed the draft around for those present to review. The single page form was approved. It was decided to use a paper copy evaluation form this year, which will be available for those attending the fair to fill out. 100 copies of the evaluation form will be printed and available. A collection box for the evaluation forms will be set up. The results of the fair evaluation from the completed forms will be presented at the next fair meeting in May.

**Recycling at the Fair** – The Administration area will arrange for the recycling items at the fair.

**Ground Rules for the Two Venues of the fair** – The Administration area will post the rules for the School and the rules for the Park.

**Grievances Procedures** – The Administration area thought that no changes were needed for the Fair Grievances Procedures this year.

## **New Business**

**Community Service Activity at the Fair** – Everyone liked the idea of having a community service project for the fair. A flyer should be made and sent out to suggest that people bring canned goods to the fair for a community service project.

**Getting the fair schedule out earlier** – It was suggested that the fair schedule should go out earlier in the year and not just put in the fair program that is handed out at the fair. It was suggested that the fair schedule should be included in the fair flysheet, which comes at the end of February announcing the details of the fair for that year.

**Musical Performance at Lunch on Saturday** - Dee mentioned that the PVP 4-H Club this year has a music project, which would like to perform at the fair. She mentioned the performance would be only a few minutes and she suggested that it could be done during the lunch on Saturday at the School. The committee thought that this would be okay.

**Nominations for Adult and Youth Executive Directors for the 2019 SGV 4-H Fair –**

Betty Mullen was nominated for Adult Executive Director and Kiran Ekanayake was nominated for the Youth Executive Director. Additional nominations can be made at the next fair meeting in May, when there will be an election for these two positions.

The remaining 2019 fair directors are scheduled to be elected at the September fair board meeting and the 2019 fair department chairs are scheduled to be elected at the October fair board meeting.

**2019 Fair Venue** – The next fair meeting will include an evaluation of the 2018 fair. Should it be decided that a different fair venue should be considered, we would need to move quickly on securing a new location. If possible, come prepared with your suggestions to help with the fair evaluation process and future planning. The May fair board meeting is the last scheduled fair board meeting of this program year. After May, our next scheduled fair board meeting is in September.

**Adjournment** – It was moved by Dee, seconded by Rick and passed to adjourn the meeting. The fair meeting was adjourned at 8:36pm. See you at the Fair.

After the meeting, Judylynn explained to some of the new area directors how to fill out the judges' sheets for the entries, evaluate the entries and put the awards on the entries.

The next fair board meeting is **Thursday, May 17, 2018 at 7:30pm at Mary Lash's home.**  
Reminders for the next meeting:

- Read the minutes of this meeting and be ready to vote on approving/correcting them.
- Look at the meeting agenda on the website and be prepared.
- Directors should be ready to report on the final summary of their areas.
- This is fair evaluation meeting after the Fair. Come to help evaluate the fair.
- Engraved project trophies should be ready for pickup from this meeting.
- Please bring any fair bills for reimbursement to this meeting.

Respectfully submitted,  
Noel Keller