

## Lewis and Clark County 4-H Leader's Council

Meeting Minutes February 12, 2020

6:00 PM @ BHB

<b>Voting Members by Club</b>			
<b>Club Name</b>	<b>Member Name</b>	<b>Club Name</b>	<b>Member Name</b>
Augusta Livestock		Last Chance Livestock	
Baxendale Beavers		Longbow Legends	
Big Sky 4-H	Josie Hamilton	Montana City Mavericks	Michelle Ostberg
Birdseye Hi Altitude		Silver Creek Stock	
Birdseye Outs & Abouts		Silver Spurs	
Bits and Bridles		Sleeping Giants	
Canyon Creek Stock		Sweet Clovers	
Farm Kids		Treaters and Feeders	
Gold Nuggets		Wild Roses	
Golden Livestock	Olivia Harris	Worth Yer While	
Kountry Bumpkins	Laurie Sullivan		

<b>Non-Voting Members by Club</b>			
<b>Club Name</b>	<b>Member Name</b>	<b>Club Name</b>	<b>Member Name</b>
Big Sky 4-H	Jenne Caudle	Guest – Toys for Tots	Jude Mears
Big Sky 4-H	David Hamilton	Guest – Toys for Tots	Howard Mears
Big Sky 4-H	James Schneider	Guest – Toys for Tots	Hal Robbins
Extension	Kara Tangedal		
Kountry Bumpkins	William Sullivan		
Montana City Mavericks	Sam Allen		

<b>Agenda Item</b>	<b>Discussion</b>	<b>Motion/Recommendation</b>
<b>Guest Speakers</b>	Howard Mears, Hal Robbins and Jude Mears put on a presentation about Toys for Tots. There were two clips played from this page	

[https://www.toysfortots.org/promotional\\_media/public\\_service\\_announcements/default.aspx](https://www.toysfortots.org/promotional_media/public_service_announcements/default.aspx);

“Christmas Morning” and “Guard Duty”. They also showed footage from a drone overlooking the volunteers setting up for distribution at the Salvation Army gym.

Statistics for Toys for Tots – Helena:

12,830 Toys in 2019+

721 Books

429 Stocking Stuffers

1,724 Carryover Toys for 2020

2,242 Kids in 2019

163 Toy Collection Sites

153 Volunteers + Spouses + Kids

10 in Leadership Team

2 Coordinators Emeritus

Leadership Team:

Howard Mears, USMC – Coordinator

Hal Robbins, USA – Assistant Coordinator

Olivia Tooley, USN & USAR – Volunteer Coordinator

Jon Moe, USMC – Toy Collection Coordinator

Ray Brown, USMC – Assistant Coordinator Native American Program

Jen Maier, USN Corpsman (Doc) – Floor Coordinator

Anne Tavery, USA – Inventory Control Coordinator

Doug Jeffries, USMC – Safety Coordinator

Jim Heffernan, USMC & USCG – Founding Coordinator

Beth Foster, 4-H Family since 1908, Military Brat – 2<sup>nd</sup> Coordinator

Judy Mears, USAF Military Brat – Lunch Coordinator & Howard’s Honcho

Toys for Tots – Native American Programs

Howard Mears, USMC – Coordinator

Ray Brown, USMC – Assistant Coordinator

Marine Toys for Tots Foundation

22,403 Children

92,793 Toys

Little Shell Chippewa Tribe – Great Falls

Blackfeet Reservation

Flathead Reservation

Crow Reservation

Rocky Boy Reservation

Fort Belknap Reservation

	<p>Fort Peck Reservation Northern Cheyenne Reservation</p> <p>Partial List of Programs Supported Townsend Christmas Program Boulder Christmas Program Intermountain Shodair Family Promise Florence Crittenton St. Pete’s Hospital VA Hospital Family Services at Fort Harrison Veterans’ families of all services Salvation Army Catholic Social Services Helena Faith Center’s Faith Kids Helena Indian Alliance Various Churches Kids Programs U.S. Marine Corps League Friendship Center God’s Love</p> <p>Toys Delivered in 2019: 105,049 Children receiving toys: 24,645 Value of toys delivered in 2019: \$1,515,735</p> <p>Toys for Tots is looking for a new place to use as a distribution center for their campaign. They would need space from December 6-19, 2020. They need an area to store the bins and an area to set up for distribution day. The location would also be a drop-off location. They would like to use the BHB. The west half of the building would hold the bins and the east half would be used for distribution and drop-off.</p> <p>The local website is <a href="https://helena-mt.toysfortots.org/">https://helena-mt.toysfortots.org/</a> and they would love to have 4-H volunteers.</p>	
<b>Call to Order/Pledges</b>	David Hamilton called the meeting to order at 6:27 PM. Josie Hamilton led the pledges.	
<b>Minute Approval</b>	The minutes from the January meeting were approved.	
<b>Treasurer’s Report</b>	<p>Council:</p> <ul style="list-style-type: none"> <li>• Oct. 2019 – Jan. 2020 Total Income - \$39,380.74</li> <li>• Oct. 2019 – Jan. 2020 Total Expenditures - \$20,744.30</li> </ul>	

	<p>Livestock:</p> <ul style="list-style-type: none"> <li>• Balance as of Dec. 31, 2019 - \$50,091.72</li> </ul>	
<p><b>Committee Reports</b></p> <ul style="list-style-type: none"> <li>• <b>Extension Office</b></li> <li>• <b>Outdoor</b></li> <li>• <b>Indoor</b></li> <li>• <b>Youth</b></li> <li>• <b>Council/Ambassadors</b></li> <li>• <b>Foundation</b></li> <li>• <b>Clubs</b></li> <li>• <b>Building Committee</b></li> <li>• <b>Awards Committee</b></li> <li>• <b>Record Books Committee</b></li> <li>• <b>Other</b></li> </ul>	<p>Extension Office:</p> <ul style="list-style-type: none"> <li>• All agent positions are filled. The new Family/Consumer Science &amp; AG agents are settling in.</li> <li>• Kara is assisting with YAMI – a youth program for mental health awareness.</li> <li>• REC Lab is in Hobson in March.</li> <li>• Winter Teen Retreat had 30 kids from across the state.</li> <li>• Volunteer appreciation dinner will be April 3<sup>rd</sup> 6-10 PM.</li> <li>• Online record book tool ZSuites is free and available for use.</li> </ul> <p>Outdoor Committee:</p> <ul style="list-style-type: none"> <li>• Looks like there will be two processors for fair, Tizer and Ranchland.</li> <li>• 4-H sale will be at 9 am on Saturday. When talking to buyers please point out the time change from 11 am to 9 am.</li> <li>• Buyer’s Dinner (now lunch) will be from noon – 2:30 pm. Ticket details are still being worked out.</li> </ul> <p>Indoor Committee:</p> <ul style="list-style-type: none"> <li>• On Tuesday of fair week, Cat Showmanship will begin at 8:30 in the exhibit hall. This will allow indoor judging to extend farther into the afternoon.</li> <li>• The Shooting Sports Invitational went well.</li> <li>• Grand Foods is Feb. 22 at the BHB.</li> <li>• Stir ups is Feb. 22 at EVMS.</li> <li>• Communications Day is Mar. 22.</li> </ul> <p>Youth Council/Ambassadors:</p> <ul style="list-style-type: none"> <li>• Fair Activities have been chosen: <ul style="list-style-type: none"> <li>○ Wed. – Root Beer Floats</li> <li>○ Thurs. – Movie</li> <li>○ Fri. – Scavenger Hunt</li> <li>○ Sat. – Games</li> </ul> </li> <li>• Please see survey submitted regarding sale order. It will be discussed at the next meeting.</li> </ul> <p>Foundation:</p> <ul style="list-style-type: none"> <li>• Working on upcoming fundraisers at special meeting on Feb. 18<sup>th</sup>.</li> </ul> <p>Clubs:</p> <ul style="list-style-type: none"> <li>• N/A</li> </ul>	

	<p>Building Committee:</p> <ul style="list-style-type: none"><li>• No movement.</li></ul> <p>Awards Committee:</p> <ul style="list-style-type: none"><li>• Next meeting is Feb. 24<sup>th</sup>.</li></ul> <p>Record Books Committee:</p> <ul style="list-style-type: none"><li>• Will be covered in new business.</li></ul> <p>Other:</p> <ul style="list-style-type: none"><li>• N/A</li></ul>	
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Fair Theme:

- The swag hasn't been ordered yet. Kara is working with Luke Duran on this.

<p><b>Old Business</b></p> <ul style="list-style-type: none"> <li>• Fair Theme</li> <li>• 4-H Swag</li> <li>• Technology</li> <li>• Other</li> </ul>	<p>Fair Theme:</p> <ul style="list-style-type: none"> <li>• "4-H Grows Here" is the theme.</li> </ul> <p>Technology:</p> <ul style="list-style-type: none"> <li>• There may be options to add external mic and speakers to a laptop to accommodate remote attendees to meetings. David is going to contact another 4-H leader that works in IT.</li> <li>• Shooting sports and robotics are the only indoor projects that use 4-H computers. Their machines should last another 2-3 years.</li> </ul> <p>Other:</p> <ul style="list-style-type: none"> <li>• N/A</li> </ul>	
<p><b>New Business</b></p> <ul style="list-style-type: none"> <li>• Senior Night</li> <li>• Old Office Copier</li> <li>• New Pig Pen Proposal/ Old Pig Pens</li> <li>• Record Book Check Process</li> <li>• Toys for Tots</li> <li>• Other</li> </ul>	<p>Senior Night:</p> <ul style="list-style-type: none"> <li>• Senior Night is held in lieu of the May Council meeting.</li> <li>• Michelle Ostberg would like some assistance organizing the event. Jenne Caudle has agreed to help. If anyone else would like to assist, please contact Michelle.</li> <li>• Dinner will be served at 5:30 pm and is a potluck.</li> <li>• Main dish and cake will be provided.</li> <li>• Michelle will be sending a letter to families of all 17 seniors.</li> </ul> <p>Old Office Copier:</p> <ul style="list-style-type: none"> <li>• Lewis and Clark County has the old copier for the extension office that is still in working condition. If Council is interested in the copier for the BHB, Kara will see if 4-H may get it. Council would only like it if it is free.</li> </ul> <p>New Pig Pen Proposal / Old Pig Pens:</p> <ul style="list-style-type: none"> <li>• Outdoor Committee would like to spend \$31,000 from the Livestock account on new pig pens. Some of the money would be recovered by selling pig pen sponsorships for \$250/pen. Old pig pens would be sold for \$5/piece or \$25/pen.</li> <li>• Foundation is willing to assist should Livestock Committee be in need after the expenditure.</li> </ul> <p>Record Book Check Process:</p> <ul style="list-style-type: none"> <li>• James Schneider presented the proposed record book check process from the Record Book Committee.</li> </ul>	<p>Olivia made a motion to approve spending the \$31,000 on new pig pens, allow new pig pen adoptions for \$250 and sell the old pig pens for \$5/piece or \$25/pen. Josie seconded the motion. Discussion was called for 3 times. The vote unanimously approved the motion.</p>

	<ul style="list-style-type: none"> <li>● Record Book Checks: <ul style="list-style-type: none"> <li>○ Record books are an integral part of any 4-H project. Recording goals, costs, achievements, lessons learned, and self-evaluations are very important skills 4-H strives to instill in members. Record books are also valuable as documentation of a member's 4-H accomplishments.</li> <li>○ Any project submitted for judging at the Lewis &amp; Clark County 4-H Fair will require a record book check prior to bringing the project to the fair.</li> <li>○ Each project leader/superintendent is responsible for ensuring members enrolled in their projects have sufficient documentation to continue on to fair.</li> <li>○ If record books are deficient, the project leader/superintendent has the discretion (with consultation from Extension Agent) to allow and delay in completion of record books to ensure completeness.</li> <li>○ The last day to add or drop a project for the 4-H year is May 1<sup>st</sup>, 2020. All members wishing to participate in the fair are required to have their project leader/superintendent's approval of their record books between May 1<sup>st</sup> and June 10<sup>th</sup> 2020. <ul style="list-style-type: none"> <li>▪ Leaders of projects completed in advance of fair have discretion of developing completion dates of their record books.</li> </ul> </li> <li>○ Project leaders/superintendents are required to have all documentation submitted to the Extension Office by June 10<sup>th</sup>, 2020. As a reminder, all fair entries are due to the Extension Office by June 15<sup>th</sup>, 2020. <ul style="list-style-type: none"> <li>▪ There will be a final record book check available on May 27<sup>th</sup>, 2020 at 6:30 p.m. at the Bill Hamilton Building for those who have not coordinated with their Leaders.</li> <li>▪ A record book checklist for leaders is attached to this announcement to show what leaders will check prior to fair.</li> </ul> </li> <li>○ Members enrolled in an Independent Study will have project forms reviewed and checked by the project leader of that study. Any 'self-determined' projects will have record books reviewed by the Extension Office.</li> <li>○ Record books should be complete up to the review date. It is understood much of the records will not be complete until after Fair is over. We want to ensure members are regularly updating their records throughout their 4-H year.</li> </ul> </li> </ul>	<p>Olivia made a motion to adopt the process as proposed by the Record Book Committee. Josie seconded the motion. Discussion was called for 3 times. The motion passed with a unanimous vote.</p>
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	<ul style="list-style-type: none"> <li>○ Questions about specific record book requirements should be directed to the project leader/superintendent of the individual projects.</li> <li>● The additional forms are pdfs.</li> </ul> <div style="display: flex; justify-content: space-around; align-items: center;"> <div style="text-align: center;">         Record Book Completion Form.pdf     </div> <div style="text-align: center;">         Record Book Project Completion Check She     </div> </div> <p>Toys for Tots:</p> <ul style="list-style-type: none"> <li>● Per the presentation prior to the beginning of the meeting, Toys for Tots would like to partner with 4-H. As part of the partnership, they would like to use the BHB for their toy collection and distribution from Dec. 6, 2020 to Dec. 19, 2020.</li> </ul> <p>Other:</p> <ul style="list-style-type: none"> <li>● The April Council meeting will be held in Augusta at the Youth Center.       <ul style="list-style-type: none"> <li>○ Augusta Livestock would like a head count as they will make a spaghetti dinner for those attending.</li> <li>○ Carpoolers will meet at the Grub Stake at 5 pm.</li> <li>○ Dinner will happen then the meeting.</li> </ul> </li> </ul>	<p>Olivia made a motion to host Toys for Tots in the BHB. Josie seconded the motion. There was some discussion that 4-H members could use this as volunteer experience, but it would not be considered a county event. Toys for Tots would also have to check keys out from the extension office and could not hold on to them for an extended period of time. Discussion was called for 2 more times. The motion was unanimously passed.</p>
<p><b>Announcements</b></p>	<ul style="list-style-type: none"> <li>● Indoor Meeting – February 24 – Extension Office 5:30 pm</li> <li>● Foundation Meeting – March 4 – Extension Office 5:30 pm</li> <li>● Outdoor Meeting – March 9 – Extension Office 5:30 pm - Sales Committee Meeting immediately following.</li> <li>● Youth Council – February 16 – Extension Office 3:00 pm</li> <li>● Volunteer Appreciation Night – April 3 – Exhibit Hall 6:00 pm – 10:00 pm</li> <li>● Council Meeting – March 11 – BHB 6:00 pm</li> <li>● Awards Committee – February 24 – Extension Office 7:00 pm</li> <li>● Check Newsletter for project workshops</li> <li>● Others</li> </ul>	
<p><b>Adjourn</b></p>	<p>Meeting was adjourned at 7:10 PM.</p>	