



**ALAMEDA COUNTY 4-H LEADER COUNCIL**  
**Meeting Minutes**  
*November 26, 2013*



**CALL TO ORDER** – President Mark Duguid called the meeting to order at 7:23 pm.

**SALUTE TO FLAG** – The salute to the flag was led by the All Stars.

**CLUB ROLL CALL** – In attendance were Bayside, Crane Ridge, Del Arroyo, Dublin, East Hills, Montclair, Palomares, Redwood, Tassajara Valley, and Valley Vista. Abbie, Mountain House, and Sunol were not in attendance.

**APPROVAL OF MINUTES** – Colleen Marino made the motion and Leane Perry seconded it to approve the minutes of the October 29, 2013 meeting as submitted. The motion carried and the minutes were approved.

**TREASURER’S REPORT** – Carol Crossett reported that the ending balance is approximately \$38,000 in the checking account. The balance of the Franklin Fund is approximately \$20,900 and \$26,600 in the CD, which are the “rainy day funds.”

**YOUTH REPORTS**

- *All Stars* – Angela Richards requested that leaders return their Kids Against Hunger trick-or-treating boxes.

Cheyenne Lee announced that Presentation Day will be held at Forest Park School in Fremont on 2/8/14. The All Stars will be there to emcee and give awards.

Angela reminded leaders to encourage their members to participate in Skit Night.

Angela will be attending a national Healthy Living conference in Chevy Chase, MD from 1/9/14-1/12/14. She would like to organize a Healthy Living field day and health fair, hopefully in October or November 2014. She has applied for two grants to fund this, including a Revolution of Responsibility grant, and it will be her Emerald Star project. She requested that Leaders’ Council pay for half of her conference registration fees of \$845. Claudia Comay made the motion to pay \$422.50; Tina Popenuck seconded the motion. It was requested that after the conference, Angela do a presentation for Leaders’ Council. The motion passed.

**REPORTS**

- *Camp Academy* – Jim Richards reported that interviews for camp staffers are in progress. Two interview days have been completed so far, and two more interview days are scheduled.
- *Family Consumer Science Field Day* – Barbara Butko reported on the event and the workshops she attended, one on tablesetting and one on spa treatments. The chair position of the event will probably be open for next year.

She added that the next Sectional Citizenship weekend planning meeting will be at the next sectional meeting on 2/15/14. Committee members, particularly youth members, are wanted. The event will be held September or October, 2014.

- *Sectional Leaders’ Council* – Barbara Butko reported on the meeting. There were presentations on the future of 4-H and the public value of 4-H, regarding public perception of the program.

- *Beginner Leaders' Training* – Cheryl Fraser reported on the training held last month. She said the training went very well, and feedback was very positive. Topics discussed included involving youth leaders, website links, etc. There will be another training session on 12/7/13 in Contra Costa in the morning. In the afternoon, there will be a Thrive training. Workbooks will be available at the training. Registration will be online. Lunch will be provided for attendees of both sessions. Registration at <http://ucanr.edu/4htraining>. The leader training is geared for leaders of 6 years and less experience. The Thrive training is geared for those interested in leadership development in youth. The leader training does not take the place of the online orientation and Safe Spaces. The purpose is how to incorporate experiential learning, encouraging youth leaders, and the structure of 4-H and its connection to UC Davis.
- *Presentation Day Workshop* – Tanya Daly reported that the workshop went very well, with approx. 20 youth and 7 clubs attending. The workshop covered public speaking skills, selecting a topic, and practice with brown bag presentations. It is hoped that the workshop will increase participation in Presentation Day.

#### **NEW BUSINESS**

- *Presentation Day* – Barbara Butko and Tanya Daly repeated that the event will be held on 2/8/14 at Forest Park School located at 34400 Maybird Circle in Fremont. The event will run from check-in at 8:30 until 1:00. We will be using the multi-purpose room, 4 classrooms, and the library for the job interview contest. Snacks will be sold by State Exchange. Angela will be working with a committee to set up a judging contest and displays regarding state record book judging. There are also opportunities in special recognition topics at the state level (see [http://4h.ucanr.edu/Programs/Events/SFD/PD/Recognition\\_Opportunities/](http://4h.ucanr.edu/Programs/Events/SFD/PD/Recognition_Opportunities/)). Volunteers are needed to be judges, runners, and room hosts. There will also be a job interview contest, for which judges are also needed. A flyer will be sent out with registration information.

#### **4-H OFFICE UPDATES**

- *Enrollment* - Cheryl Fraser distributed invoices to club leaders for registration fees. There are currently 181 enrollments pending. It is very important for returning leaders to complete the Safe Spaces training. If a leader has been confirmed at the club level, but not at the county level, that is a possible indication that the volunteer has not completed the Safe Spaces. The deadline is December 1, 2013 to complete enrollments for returning members and volunteers. Cheryl asked for ideas to get leaders to complete the training. It was suggested that perhaps it would help if leaders understood the reason for completing the process, specifically insurance reasons.
- *Facility Use* – Cheryl reminded leaders to go online and complete the survey for meeting spaces. The link is <http://ucanr.edu/4hfacility>.
- *Training* – Cheryl reiterated that on 12/7/13 in Contra Costa County, there will be a Beginning 4-H Leaders Training in the morning and a Thrive training in the afternoon.
- *Centennial Celebration* – Katie Fraser has not been able to get any volunteers to help with the Centennial Celebration. It may not happen if there are no volunteers to help organize an event for alumni, current members, etc. to celebrate 100 Years of 4-H in California.
- *Outreach* – Cheryl distributed surveys for clubs to document outreach efforts.
- *Club Planning Guide*- Cheryl also distributed a club planning guide.

## PROGRAM

- *State Leaders Forum* – Carol reported on a workshop she attended, Collective Impact, regarding getting organizations to work together. She distributed a flyer on the process and offered to discuss it further with anyone who is interested.

Barbara Butko reported on a workshop about training volunteers as well as one on Healthy Living. She also attended a workshop on using Google tools, which allowed the participants to practice.

Beth Pratt reported on a workshop she attended, Club Meeting Magic, which focused on elements of a club meeting, such as icebreakers. Another workshop also focused on ice breakers and other games to make meetings more fun.

Cheryl reported that she attended couple of sessions, which were good, and the Gala Night event, which was enjoyable.

Carol reported that Leaders' Council will pay reimbursement towards the registration fee and towards food/lodging. Costs for members varied depending on the delegate's participation. The highest amount for the conference this year was \$358, which included all costs. The exact amount will be determined at a later date. The standard procedure was that Leaders' Council paid 50% of the registration fee, which included registration, food and lodging. Delegates were required to share what they learned at Leaders' Council. It was suggested that members be reimbursed 50% of expenses for which delegates can show receipts. The other option is a flat rate, such as \$100 for those that attended the entire conference. Brian Cook made the motion to pay 50% of receipted amounts, not to exceed \$175. Tina seconded the motion. Motion passed.

## ANNOUNCEMENTS

- *Cake Booth Rebates* – Carol Crossett distributed checks to club leaders for cake booth rebates.
- *Swine Meeting* – Brian Cook reported that 191 people attended the county swine meeting, which had a guest speaker. All clubs with swine projects were represented. Some FFA members also attended. Door prizes were also given. The Swine Field Day will be held on 2/1/14. There will be guest speakers, including a state vet, a swine judge, a speaker on nutrition, and a showmanship clinic. There will also be a lunch as a fundraiser.
- *Gardening Project* – Sharon Clay reported that she has an adult volunteer who would like to start a project about growing a type of squash. The group will visit a nursery and plant and grow in time for the fair. There will be four meetings for ages 5-14. Those interested should contact Sharon.
- *Species Leader Application* – Brian Cook asked about the approval of the species leader application for Edna Cook that had been postponed until this meeting. Mark Duguid reported that he will be sending a letter to Edna explaining why the board will not be recommending her species leader application.
- *Dunsmuir House Holiday Celebration* – The Dunsmuir House is looking for volunteers to set up a petting zoo as part of their annual holiday event. Staffing by 4-H helps to defray costs of Dog Field Day. The event will be held from 11:00am-4:00 pm on 12/7/13-12/8/13, 12/14/13-12/15/13, and 12/21/13-12/22/13. Those interested should contact Barbara Butko, who will refer them to Alexa, the event organizer.
- *Kids-to-Kids Party* – Angela announced that the event for community underprivileged children will take place on 12/14/13. Volunteers are needed from just before 9:00 am until just after 4:00 pm. Children attending the party will meet Santa, get a gift, do crafts, and have refreshments. As the party has a very large attendance, approximately 800-1000, many volunteers are needed. Volunteers are also needed to help wrap presents on 12/7/13.

**UPCOMING DATES**

- no Leaders' Council meeting in December -

Beginning 4-H Volunteers Training	UCCE Contra Costa	12/7/13, 9 am-12 pm
Training for 4-H Thrive	UCCE Contra Costa	12/7/13, 1 pm-4 pm
Camp Academy	Farm Bureau	1/22/14
Cal Conference	Walker Creek Ranch	1/24/14-1/26/14
Leader Council Meeting	Farm Bureau	1/28/14
Swine Field Day	Sunol Glen School	2/1/14
Presentation Day	Forest Park School	2/8/14
Sectional Leader's Council	Sonoma Co	2/15/14
Favorite Foods Day	Moose Lodge, CV	2/22/14

**ADJOURNMENT** – The motion to adjourn was made by Carla Bossieux and seconded by Jeff Robbins. Mark Duguid adjourned the meeting at 9:08 pm.

Thank you to Palomares for the refreshments.

Respectfully submitted,

*Tanya Daly*, Secretary