**4-H Club Council Meeting Notes**

**October 2, 2018**

Meeting called to order at 7:17 pm

Additions to Agenda—Presentation by Anaya Cambridge

Secretary’s Report—Kailey Stone scholarship thank-you

Treasurer’s Report—Audit reports will be returned; reminders—two signatures are required for all checks; family members cannot do peer review or sign checks for each other; monthly reconciliations should be performed; deposits should be made in a timely manner; Clubs cannot donate funds to other organizations (exception is fundraising specifically for those organizations); all purchases should have receipts or accompanying explanation

OLD BUSINESS

* County Record Book Judging
	+ Issues—very low participation (37 books submitted); many books had missing documents, and Clubs are being too liberal in accepting personal development activities in PDRs (a lot of double counting); online record books are not user-friendly
	+ Potential actions—provide more County-level training and Clubs should consider providing guidance at community meetings and incentivizing record books
	+ Well attended and very good feedback on resources at the back of the room (curricula, 4-H canopies, etc.); list of current curricula is being prepared; discount curricula sale in October
	+ A County staff or Executive Board member will attend one community meeting for each Club during the 4-H year—information will be provided for each respective Club, Maria will check status of sign-ups
	+ Comments that not enough time was spent on enrollment (this was a point of emphasis at start-up in previous years) and older Leaders are having issues with training; numerous assistance options are available through the County (in-person, telephone, etc.)
* New Officer/Leader Training
	+ Went very well; Ambassadors used ice-breakers and taught parliamentary procedure
	+ Suggested that a separate Secretary-specific training needs to be offered (perhaps on a weekday evening)
* Secretary and Treasurer Books
	+ Generally pretty good, with five or six outstanding examples of each
	+ Many books were missing required documents; template binders were provided to each Club at the beginning of the year, and it was emphasized that Treasurer Books are legal documents
	+ Suggested that a mid-year review of books would be helpful—each Club, at County Office; announce at Club Council meeting
* Cloverleaf Intranet Site
	+ Operational and activated; accessible when members are enrolled and confirmed
* Enrollment
	+ Some Leaders have not taken training—projects cannot begin until Maria confirms enrollment

NEW BUSINESS

* Awards Night (October 13th)
	+ Ambassadors are heavily engaged in planning; particular emphasis on ensuring the process moves efficiently
* Bylaws
	+ Bylaws for most Clubs have either not been turned in or need to be updated per policy changes; for example, terms like “good standing” and “active member” can no longer be used to describe member status and need to be deleted; bylaws are not required, but will benefit Clubs
* Funding Request to Attend Mindfulness Retreat
	+ Request from member of Shooting Stars to offset cost of attending Mindfulness Retreat; cost is $225, Club is providing $100
	+ Recommended Club Council provide $100, but noted that Shooting Stars has a significant amount of funding and should provide more; Karlene will contact Club

Meeting adjourned at 7:10 pm (Tracy/Alan)