**Mendocino County 4-H County Council Meeting Minutes**

**Saturday January 18, 2020 9:00 am**

**Mendocino County UCCE Building, Ukiah**

Officers Present: President Shelly Gillean (RV/Cal); Vice President Abigail Comstock (RV/Cal), Secretary None  
Treasurer Nathan Hayes (U).

Staff: Car Mun Kok

Attendees: Catrenia Tindall (U), Ali Arteaga (RV/Cal), Ryan Welter (M), Kathy Babcock (M), Shelly Gillean (RV/CA), Nathan Hayes (U), Jami Vallejo (U), Car Mun, Lydia Clark (W)

1. **Call to Order** – at 9:11AM by President Shelly Gillean (RV/Cal)
2. **Flag Salute and 4-H Pledge** –4-H Pledge was led by Ryan Welter (M).
3. **Introductions**
4. **Approval of October 5, 2019 Council Minutes** –

Motion to approve the minutes by Kathy Babcock (M) and Catrenia (U) provided the second. The motion carried.

1. **Youth Reports**: Ryan (M) On Oct 5th he went to a livestock camp in Modesto with all different kinds of meat animals. He attended the meat goat camp and learned about rotations and judging. He also learned how to clip, select, and show meat goat. He recommends others to attend.
2. **Treasurer’s Reports** –
   1. October Council Meeting Changes to Budget: Nathan and Jami worked to make changes to the format to the Profit & Loss and Balance Sheet to match the budget groupings and to streamline the process. They also changed reporting to reflect actual accrual. There was a discussion of the enrollment fee installment payment process to the state office. Club invoices and payment reminders will be sent out from the Mendocino 4-H office. Ali (RV/Cal) made a motion to purchase Microsoft Office 365 for treasurer’s laptop. Kathy (M) seconded. 8 voted yes, 0 voted no. Nathan Hayes (U) to find out more about the Microsoft Office 365 purchase options from Office Depot or similar stores.
   2. Update on the issuance of unsigned checks for the reimbursement of Dave Givens and Shop 4-H mall purchase. Dave’s unsigned check has been returned to the office. Shop 4-H mall’s check went through and has been noted.
   3. The changes approved at the July Council meeting have been made and those in attendance were reminded that the changes were described in the July Council minutes and could be further discussed if needed.
   4. Approval of Treasurer’s Report: Mendocino Forest Products donated three new computers and Jami Vallejo (U) bought Quickbooks for it. Kathy Babcock (M) made a motion to reimburse Jami Vallejo (U) $274.62 for Quickbooks from the generator, computer maintenance budget. Ali Arteaga (RV/Cal) seconded.
   5. Proposed 2019-2020 Budget: Budget approval postponed due to lack of quorum. There was discussion about budget grouping and description. There was a clarification that Tractor Supply funds is to be used for camp and youth leadership scholarships. The funds, currently budgeted into enrollment scholarship, will be moved to a separate Tractor Supply scholarship. Kathy Babcock (M) move to approve budget, Ali Arteaga (RV/Cal) second. Motion carries.
   6. Year-end equipment audit: Shelly Gillean (RV/Cal) volunteered to help with this. She will contact Cathy Haas (U) who had previously said she would be interested to help.
   7. Club Banner Budget: Kathy Babcock (M) made a motion for funds up to $300 from the general fundraising budget for two new club banners for Redwood Valley/Calpella and Potter Valley 4-H clubs who got awarded the banner club award but do not have banners yet. Ali Arteaga (RV/Cal) second. 8 voted yes, 0 voted no. Motion carries.
3. **Staff Reports** – Car Mun Kok

**a**. State Budget Updates (Program Staff and Decentralization): Car Mun Kok mentioned that there have not been any additional updates from the state as far as budget reductions and funding proposals beyond 2020. Car Mun Kok was able to secure a grant with MCOE to assist in covering some staff costs for the County 4-H program for the 2019-2020 year. Any updates from the state will be provided from Car Mun Kok in the future.

b. Office Manager Update: Car Mun Kok reported that there is still no office manager in place and unsure when or if that would happen.

c. Staff Contact in November through April: Jessica Farfan is still out on maternity leave and her actual return date is unknown.

d. Need for Executive Council Secretary: Car Mun Kok has sent out multiple requests for recruiting a secretary for the Executive Council. A secretary is much needed.

1. **Committee and Other Reports**
   1. Governance Committee:

i. No discussion. Not needed at this time.

* 1. I&R Committee:
     1. No discussion. Not needed at this time.
  2. Executive Committee:

A secretary and another member at large are needed as the previous individuals in those positions are no longer living in Mendocino County.

* 1. MCJLAC: There will be a meeting at the Fairgrounds on February 3rd. During the last meeting, new committee chairs were elected.

1. **Old Business**

a. Mendocino County 4-H Events:

* + 1. County Record Book Judging: Catrenia Tindall (U) and Kathy Babcock (M) provided updates. They reported that all books were judged. There were several books that did not get a Gold at the club level. One of those got judged but not the others. Two record books from Mendocino Spartans club went to state.
  1. Cloverbud Field Day: Catrenia Tindall (U) and Ali Arteaga (RV/Cal) reported that due to the power outage, the event was not as anticipated but youth still attended and had fun. It was a good event despite the power outage.
  2. Shooting Sports Report:
     1. Mendocino Spartans club started a shooting sports project. Kathy Babcock (M) submitted a Community Foundation of Mendocino County grant application for more funds towards their shooting sports project.
     2. There are 10 pellet guns and 10 archery bows purchased by the Mendocino County Council. 5 of each are allocated for inland and 5 of each are allocated for coast.
     3. There were two shooting sports training that took place at the end of 2019 – one for archery and one for rifle. Because of UC Policy, we are no longer allowed to purchase rifles (which is why pellet guns were purchased). Attendees of the rifle training were disappointed that it was not on pellet guns as this created a gap in some aspects of rifle vs. pellet gun information and function. There will be another shooting sports training held by the Camp Association.
     4. Equipment checkout process is in place and made available to everyone who was present at the meeting. Checkout process is open to feedback and edits as necessary. There was a discussion for a possible checkout fee and having a maintenance plan. More discussion with more council attendees is needed.
  3. Wreaths Across America Report
     1. Catrenia Tindall (U) gave an update that it was a success for Ukiah and they had the biggest turnout to date. There were plenty of support from businesses. She also mentioned that she would like youth to write letters to the veterans for the newspaper. Abigail Comstock (RV/Cal) also updated that they had a successful WAA and talked about expanding to potentially serve the Hopland area as well. Lydia Clark (W) reported that Willits also had a successful WAA due to Natalie Spackman (W) organizing it. John Hascheck attended the ceremony. Ryan Welter (M) and Kathy Babcock (M) reported that they took a different approach with WAA this year due to the feedback they received about waste from the wreaths. They held a bake sale and raised $1000 and donated the money to local groups. They also bought 300 flags for the cemeteries and did wreath ceremonies to place the flags.
  4. Tractor Supply Paper Clover Days: It was from October 9th-20th. Redwood Valley/Calpella did a donation bake sale and was very successful. It is their biggest fundraiser every year. Abigail Comstock (RV/Cal) and Ali Arteaga (RV/Cal) reported that Tractor Supply is very supportive and provide pop-ups and even allowed the kids to be in the store to promote.
  5. National 4-H Week: It was from October 6th-12th and there was a 4-H Window Display Competition. Ukiah, Mendocino, and Willits participated and received their awards for their participation.
  6. Other Old Business: None

X. **New Business**

a. Community Service Opportunity: Jami Vallejo (U) reported that there is a crab feed at Barra Winery in Redwood Valley. Help from 4-5 older youth is needed to serve and clean-up on March 14th 2020 from 5:45pm-8:45pm. Dress in whites or green shirts. Food will be provided to youth.

b. Youth Agriculture and Animal Science Field Day: Car Mun Kok reported that this is being held on February 8th from 8:30am-12pm at the Sonoma-Marin Fairgrounds

c. Presentation Day 2020 to be hosted by Redwood Valley/Calpella on February 15th at Eagle Peak Middle School in Redwood Valley from 10am-3pm. The deadline to register is January 31st 2020.

d. Extravaganza: There have not been any movement to move forward with Extravaganza. Car Mun Kok will send out another email to gage interest and participation.

e. Mendocino-Lake 4-H Summer Camp is July 6th-10th 2020 at Camp Mendocino Woodlands. Counselor applications are due February 2nd.

f. Other new business: None

XI. **Club Reports**

* + Fort Bragg – Representative not present.
  + Long Valley – Representative not present.
  + Mendocino Spartans – A lot of new young youth in the club. They held a winter social at a restaurant during Wreaths Across America. There are multiple projects taking place currently. They meet on the first Monday of the month at the Mendocino K-8 school.
  + Potter Valley- Representative not present.
  + Redwood Valley/Calpella- They just started hosting project meetings and pot luck meetings. They meet on the 2nd Tuesday of the month 6:30 PM at the Grange.
  + Round Valley – Representative not present.
  + Ukiah – They are smaller this year and starting slow as youth is busy with school and sports. They have multiple projects taking pace. They meet on the 1st Thursday at 6 PM at County UCCE building.
  + Willits – They are working on different projects. They meet on the 3rd Monday of the month at Blosser School cafeteria at 6:30 PM.

**XII. Meeting Dates**

* 2019-20 Council Meeting Dates: April 4th (Ukiah), July 11th (Ft. Bragg), October 3rd (Ukiah)
* 2019-20 Exec Council Meeting Dates: March 11th, June 10th, September 9th, December 9th. All Exec Council meetings are at 6 PM at the UCCE Office in Ukiah.
* MCJLAC: Meets on the second Monday of the month at Willits Highschool Ag Room

**XIII. Adjourn Meeting** – Ali Arteaga (RV/Cal) made a motion to adjourn and Nathan Hayes (U) provided a second. Motion carried.