

Los Angeles County Leaders' Council Meeting Minutes
Saturday, October 3, 2015

Location: Antelope Acres Community Center, 8812 West Ave E-8, Lancaster, CA 93536

A: Call Meeting order – Vice-President Noel Keller (10:13 am by Noel Keller)

Flag Salute and 4-H Pledge: was led by 4-H Member Holly Whipple

The meeting ground rules were posted on the wall. Three districts were represented at the meeting so there was a quorum for the meeting.

Adoption of Agenda: Dannon Shaughnessy made the motion to approve the adoption of the agenda with modifications for the agenda item order and the addition of several reports. Jon Larsen seconded the motion. VOTE: PASSED

B: Approval of Minutes of May 9, 2015 meeting: Dannon Shaughnessy made the motion to approve the May 9, 2015 meeting minutes as presented, and Jon Larson seconded the motion. VOTE: PASSED

C: Correspondence to Council: Vice-President Noel Keller presented to council the correspondence notebook of thank you letters/cards and it was passed around the room for attendees to look at.

D: President's Report: Noel Keller read Dee Keese President's Report: I really want to encourage all of your Junior leaders to attend the Junior Leadership Conference Jan. 30th. It is being held in a beautiful setting right on the ocean at Cabrillo Beach.

E: Presentation: There were no presentations at today's county council meeting. Vice-President Noel Keller reminded us that the district hosting the meeting has the ability to give a presentation at the meetings they host. Usually the presentation is given by a district youth about something special that they have doing.

F: Vice-President's Report: As Vice-President I will be backing up the council President during the year, running the county council meetings when the President is unable to attend the meeting. I will also be working on the 4-H calendar of events for this year and next year. We will call for the 2016-2017 dates at our January meeting. We will receive the dates and discuss them at our April council meeting and then vote on them at our May council meeting. We then plan to post the approved 2016-2017 calendar on the county website so clubs and members can start planning their next year. This year the final 2015-2016 calendar did not get on the county website until this week. That is too late. We are now asking for districts and committees to try to get their dates established so they can be voted on at our May, 2016 county council meeting, so the dates can be posted before the start of the next program year. Meeting attendance for the county council meetings has been low. We need all clubs to have a representative at the council meetings so they can be part of the planning of the LA County 4-H program and take back information to their clubs. The council needs to have at least three of the four districts represented at a council meeting to have a quorum for the meeting so voting can be done. I suggest that we ask each of the district councils to be responsible for making sure that there will be a representative from their district at each council meeting.

G: 2nd Vice-President's Report (Youth): No report given.

H: Treasurer's Report: Mary Lash/Johanna Stewart submitted the treasurer's report for the months of June, July and August. Peter Michel made a motion to approve the Treasurer's Report as noted and Holly Whipple seconded the motion. VOTE: PASSED

I: County Office Report: Noel Keller passed on information from Keith and Dawn: The county 4-H Pet and Science Symposium is being held on Saturday, October 10th at Belvedere Park in Los Angeles. Plan to come and participate. Contact Dawn Fuller if you have any questions about this event or if you want to sign up for the S.E.T. National 4-H science activity with Keith. Keith wanted to remind us that the office is holding off on the management board until we can get the financial matters resolved amongst the councils. The 4-H office is planning to hold the Leaders' Appreciation Luncheon on Saturday, April 9. The location and time have not been announced yet.

F: District Reports: No districts were given at this meeting. Reports will be given at the next County Council Meeting.

G: Committee/Other Reports:

1. All-Star Report: There was no formal report given, but Vice-President Noel Keller did mention that we have 7 All-Star Ambassadors with one of the All Star Ambassadors being a Riverside County All-Star transferring to LA County 4-H into the SSG 4-H District. Next year we want to have a second adult All Star Ambassador Advisor in the AV area to help administer the All Star Ambassador program. We are looking for an AV leader for this position. Noel also reminded us that the Jr. All-Star program is not considered All-Stars and the Jr. All-Stars are technically Junior All Star county project members. There is a misconception by some Jr. All-Stars thinking they are All-Stars and noting it in their 4-H Record Books.
2. I&R Report – by Noel Keller see the Attachment to these minutes for the report
3. County Judging Day – Noel reminded us that judging day is February 27, 2016 and AV is in charge of it.
4. County Food Fair March 5, 2016– Noel noted that last year worked well when it was hosted at the AV Fashion/Food Revue. She asked if it could be considered to be included again at the event same as last year. The AV leaders present thought it could be as last year.
5. County Fashion Revue March 19, 2016 – Noel mentioned that this date is one week earlier than usual because Easter falls in the usual weekend this year. The 2016 State Fashion Revue details are now available on the state website. The county and the section will follow the same guidelines as the state.
6. County Science Fair – Noel mentioned that the event needs a chair and asked if someone is interested. AV leaders showed some interest in this event and will report back to us.
7. Healthy Living – Meghan Tahbaz submitted a report – I am trying to come up with a new idea for encouraging healthy living in Los Angeles. I am thinking about creating games for clubs to play at their community meetings to encourage and promote health literacy, but my ideas are still in a very developmental stage.

8. Summer Camp Report – Peter Michel reported that Head Adult Director, Head Youth Director, Adult Director interviews are Sunday, Oct. 4 at 3PM. Youth Director, King & Queen applications are due in November and interviews are on Sunday, Dec. 6.
9. Jr. All-Star Report – No report given.
10. Sectional Council meeting – Noel Keller reported that the South Section Council met on Sept. 12 at Mt. SAC. Jack Crane was elected as the new council Vice-President, Kay Strothman was re-elected as Treasurer and Beverly Schrieber was elected as the Policy Chair. An article on the meeting was in the September Clover Notes and the meeting minutes are posted on the South Section Council website. South Section is hosting the State Leaders' Forum in San Diego on Nov. 6-8. This is a great opportunity for our county leaders to attend this state gathering of leaders. There is still time to register. Plan to attend to learn new skills, get new ideas and network with other leaders from around the state. There are some LA County Council scholarships for leaders to attend this event. Contact Noel Keller (nkeller91711@gmail.com) for more information or http://4h.ucanr.edu/4-h_events/slf/.
11. State Leaders' Council meeting – Noel Keller went to the last meeting on August 22 in South San Francisco. An article about the meeting was in the September Clover Notes and the meeting minutes are posted on the state council website.
12. Sectional Field Day – May 21, 2016 - Noel reported that the section will be looking at the new 4-H Presentation Manual to update sectional field day to comply with the manual. This year the section will try to have online registration for the event.
13. Leaders recognition luncheon – Noel mentioned that the luncheon is scheduled on Saturday, April 9, which conflicts with the South Section Council meeting.
14. Make it with Wool Contest – Nov. 14 – The California State Make It with Wool Competition will be held on Nov. 14th at the Berger Auditorium in San Jose. Entries are due by Oct. 18. For more information about this event contact Robin Sando at 408-612-8634 or Camiww6@gmail.com.
15. Livestock Symposium – Jan. 23, 2016 – AV district is working on its planning.

I: OLD BUSINESS

1. Fundraising – Vice-President Noel Keller brought up the discussion that the Leaders Council needs to look into a fundraising campaign. She asked if there would be people interested in forming a committee. More on this will be discussed at the next council meeting in January.
2. Elections of remaining officers for the 2015-2016 year: Noel Keller presented the current elected council members and mentioned where we still need representation on the council. It was moved, seconded and passed to elect Marjorie Rodriguez as an alternate adult representative to the South Section Council and Holly Whipple as an alternate youth representative to the South Section Council.
3. Updates on the 4-H LA County 2015-2016 calendar: the calendar is now available on the county website. Noel Keller mentioned that if people have anything to add to send her an email to get it on the calendar. The state Mindfulness Retreat for Nov. 6-8 has been postponed by the state and the new date has not been announced yet.

J: NEW BUSINESS

1. Changes to the council's constitution/Bylaws - Noel mentioned that the council's Constitution and ByLaws will be reviewed and updated after the Oct. 24th state FTF roll out meeting.
2. Updates to County Field Day – Noel Keller mentioned that there is a new 4-H Presentation Manual, which is now available on the state website. The latest version of the manual was released on Sept. 30th. We will now need to look at the manual and update our County Field Day to comply with this manual, which must be adopted for all county and sectional field days.
3. One-page newsletter – Communication still seems to be a problem in the county. Many leaders and members are not informed about what is happening in the county. Noel mentioned that she had produced, about a year ago, a one-page monthly newsletter called the 4-H News Blast to help communicate key events, opportunities, news, etc. to clubs. Since she had little response about the newsletter, it was discontinued. She asked if there might be new interest in such a one-page newsletter. Those in attendance were interested in such a one-page newsletter if they didn't have to produce.
4. Request for money – 4-H member Xavier Cruz from Macy 4-H club submitted a request to help cover his costs for attending the State 4-H Leaders' Forum in November as a new member of the South Section Short Circuit Crew. He submitted a detailed request for \$605. Peter Michel made a motion to approve \$200.00 for the request and it was seconded by Dannon Shaughnessy
VOTE: Passed. An amendment to the motion was made by Melissa Ferman and seconded by Jon Larsen to increase the amount to \$300.00 with the requirement to report back to county council to give a report and also to hold a workshop at the Junior Leaders Conference on Saturday, January 30, 2016. VOTE: Passed

K: ANNOUNCEMENTS

1. County Pet and Science Symposium plus Awards Day – Saturday, October 10
2. South Section Healthy Living Summit – Sunday, October 11 at Mt. SAC
3. Next LA County Council Meeting will be on Saturday, January 30, 2016 in San Pedro
4. Noel thanked the Westside and Roadrunners 4-H clubs for hosting the meeting today

L. ADJOURNMENT – It was moved, seconded and passed to adjourn the meeting.

Noel Keller adjourned the meeting at 12:12 p.m.

Attendance included on sign in sheet:

Noel Keller – Pomona Valley	Wendy McCormick – Quartz Hill	Peter Michel - PVP
Kristina Andreasen – Eastside Antelopes	Brian McCormick – Quartz Hill	
Jennifer Petty – Eastside Antelopes	Kayla Shaughnessy - Westside	
Autumn Petty – Eastside Antelopes	Kassie Shaughnessy - Westside	
Kaitlynn Shaughnessy – Westside	Amanda Whipple - Westside	
Dannon Shaughnessy – Westside	Holly Whipple - Westside	
Dawn Dykehouse – Westside	Anika Whipple - Westside	
Melissa Ferman – Roadrunners	Kayla Larsen – Quartz Hill	
Elizabeth Mahon – Eastside Antelopes	Jon Larsen – Quartz Hill	

Respectfully submitted,
Peter Michel

Attachment – I&R Committee Report by Noel Keller

LA County youth on State I&R Committee –Liliana Brown of the PVP 4-H Club has been appointed to the State Incentives and Recognition Committee. We are pleased that we will have an LA County representative on this state advisory committee.

New LA County 4-H All Star Ambassador – Abigail Wright - This year we have seven LA County 4-H All Star Ambassadors. We have Jessica Fint, Camille Norczyk and Meghan Tahbaz as new Ambassadors. Sallie DeYoung (away at college part of the year), Ru Ekanayake and Holly Whipple are returning Ambassadors. And then we have Abigail Wright who was a Riverside County All Star last year and is now enrolled in LA County 4-H. We welcome Abigail to our LA County 4-H All Star Ambassador team and look forward to her participation and leadership in LA County 4-H activities.

2015 LA County Record Book competition - The county record book judging was held Saturday, Sept. 19 and 26. We thank all the leaders who helped with the judging. We thank the NSG district (Eagle Rock Highland Park and Pomona Valley 4-H clubs) for providing lunches for the judges. We congratulate all the 4-H members who turned in their record books and for their accomplishments. 62 4-H members (12 Juniors, 20 Intermediates and 30 Seniors) turned in their 2014-2015 4-H records for judging. All senior books were evaluated for Senior Awards of Excellence in Leadership, Community Service, Achievement, S.E.T. and Healthy Living. 11 officer books were submitted for recognition. 21 Junior and Teen Leaders asked to have their records evaluated for a Junior/Teen Leader Merit Award. The results of the judging will be announced at the County Awards program on Oct. 10 at Belvedere Park around 2:30pm, after the county Pet Symposium, and will be listed in the November issue of Clover Notes. County record books and officer book awards will be announced, along with special awards for Senior Awards of Excellence and Junior/Teen Leadership. According to our district rotation assignments, for this event, SSG district will be doing decorations, NSG district will be the program, AV district is in charge of publicity and SFV district will be doing the refreshments. Contact Noel Keller (nkeller91711@gmail.com) if you have questions about record books.

Club Officer Recognition - There is a county program to recognize good work done by club officers. Club officers should be encouraged to create an Officer Book during the year and then submit at the end of the year for recognition. The guidelines for the officer books is on the county website. All club officers are eligible to submit an office book. The evaluation of the officer book is Danish, so that all officers have a chance to earn a gold officer pin.

State Record Book Competition - State Record Book competition is focused on selecting senior 4-H members who have demonstrated outstanding achievement in their 4-H project work. Books are judged against standard criteria. Those books displaying the most outstanding 4-H work, goal management skills, and leadership and citizenship development are selected as state medalists and/or state winners. To be eligible for the 2015 State Record Book Competition, senior members must have completed the online [California 4-H Quick Start Record Book Course](#) between January 1, 2015 and June 30, 2015 and sent a letter of intent to submit to the LA County Office by June 30, 2015.

4-H Graduate Certificate and Pins - As 4-H members graduate out of the LA County 4-H program each year, they are recognized at their district Achievement Day programs. Club leaders should notify Charlene Moore in the AV 4-H Office with the names and years of 4-H experience of their 4-H graduate so that certificates and pins can be prepared in time for their district achievement events. Please contact Charlene if you have any questions about this. 2015 4-H Graduates who have been in 4-H three years or more will receive engraved 4-H graduate pins and are listed in the October issue of Clover Notes.

Club Goal Planning - Goal setting and following through to achieve the goals are an important part of the 4-H experience. Each year clubs are encouraged to set goals for the program year. The county offers a program to set club goals and to be rewarded for achieving the goals. At the beginning of the year, clubs are encouraged to use the 4-H Club Program Planning Guide, located on the county website, to plan their program year. Their plan can then be submitted with the LA County 4-H Club Program Planning Submission Form (also located on the county website) to the county I&R Committee. At the end of the program year, the club evaluates how they did meeting their goals and submits an end-of-the-year report to the county I&R Committee for review and awarding of an achievement seal for the club charter. For more information about this program and/or questions, please contact Noel Keller (nkeller91711@gmail.com).

Member planning form - Planning is also important for your club members. What are their individual goals for this year? There is a Member Planning Sheet available on the county website under FORMS. Encourage your members complete this form at the beginning of the program year.

New Record Book Manual for 2015-2016 - The state 4-H office has released a new 2015-2016 California 4-H Record Book Manual, which is now considered to be the current manual and we are told to discard all previous record book manuals. Please use this manual for your 4-H records this year (2015-2016). A second manual California 4-H Record Book Forms 2015-2016 contains the forms to use with the first 2015-2016 manual. Please use these forms for your records this year. Across the top of each form is the phrase "California 4-H Record Book 2015-2016". DO NOT USE FORMS FROM PRIOR 4-H RECORD BOOK MANUALS. A third record book manual for leaders is due out this fall from the state office. We will have these manuals on the county website. The first two manuals are currently on the state website. There are some changes for 4-H record keeping. Be sure to look at these new manuals as you record your 4-H activities during the year. The county I&R committee will be discussing the impact of these manuals on our county record book judging program.

District Representation on the County I&R Committee - Districts are now electing the remainder of their officers and committee representatives for this 4-H program year. All districts should have two elected representatives on the county Incentives and Recognition Committee. The current county I&R Committee members are Noel Keller and Judylynn Pelling from NSG, Dee Keese and Peter Michel from SSG and Carrie DeYoung from SFV. There are no representatives from AV. The committee usually meets at Good Shepherd Lutheran Church in the Eagle Rock area of LA. Please notify Noel Keller with the names of newly elected I&R district representatives. The next meeting is Oct. 20.

New Presentation Manual for this year - The state 4-H office has released a new California 4-H Presentation Manual, version 2015. Please reference this new manual as you prepare to do speeches, demonstrations, interpretive readings and educational displays during the year. The major modifications include:

1. Including a one-page matrix of presentation requirements
2. Re-envisioning scientific demonstrations into a new Science or Engineering Presentation category
3. Removing the audio-visual presentation category; members may want to submit their work to the State 4-H Film Festival.
4. Discontinuing the Problem Solving category but adding a new Prepared Persuasive Speech category
5. Modifying guidelines for presentation days:
 - a) rename judges to evaluators

- b) classifying presentations based on age (no longer based on grade)
- c) allowing anyone to ask a question (not just the evaluators)
- d) modifying the evaluating rubrics so they better access critical components of public speaking for each presentation type
- e) instituting a variable award system, so that points required for awards (gold, blue, red and white) are now variable by level of presentation day
- f) adding a platinum seal at the State 4-H Presentation Day
- g) the 2015 Presentation Manual is the standard guide for all 4-H presentations and will be adopted by all County, Section and State 4-H Presentation Days starting in the 2015-2016 program year. The evaluation forms in this manual must be used at all 4-H Presentation Days.

The county I&R committee will be discussing the impact this new manual will have on our County Field Day this year. Changes will need to be done to comply with this new manual. Watch for more information about this.