

Pennington County 4-H Leaders Association Meeting
July 14, 2020 – 6:00PM
Via Zoom

- I. **Call to Order** – Christina Dehn (Vice President) called the meeting to order at 6:08 pm MST
- II. **Pledge of Allegiance and the 4-H Pledge** – led by Dehn
- III. **Introductions – Roll Call** –Christina Dehn (Leader of Heavenly Vessels), Kim McCarty (Co Leader of Paws In Motion), Stephanie Wellman (Treas., Parent in Rushmore Riders & Explorers), Jacob Rausch (Co Leader of Folsom Pioneers), Melanie Rausch (President and Co-Leader of Folsom Pioneers), Regina Bakley (Pennington County 4-H Youth Advisor), Kim Suckow (Pennington County 4-H Staff Assistant; also volunteer with Rushmore Riders & Explorers), Patty Brunner (Co Leaders of Shamrock Riders), Trisha Miller (Co-Leader of Rushmore Riders & Explorers), and Carissa Naasz (Cougars 4-H Club leader) via Zoom.
- IV. **Secretary's Report** – Minutes of Last Meeting; Wellman motioned, J. Rausch seconded to approve minutes as written, vote passed on unanimous roll call vote: C. Dehn – abstain; McCarty – aye; Wellman – aye; J. Rausch – aye; M. Rausch – aye; Brunner – aye; Miller – aye; Naasz - aye.
- V. **Treasurer's Report**
 - Treasurer Wellman reviewed account balances, with current balance at \$73,024.70 (as of February 29, 2020), with a remaining budgeted amount of \$7,657.49. General fund monies equal \$34,501.67.
 - Wellman continues to work on getting our tax documents submitted. If we submit right now, we have to submit a corporate return because our tax-exempt status was removed by the IRS due to not having submitted taxes for over three years, due to previous 4-H State Leadership advice not to, but we'd be considered past due (as the deadline is tomorrow and there is no way we can get it done by then). Wellman consulted an accountant at Ketel Thorstensen who has a specialty in non-profit tax returns who advised getting our tax exempt status back. Wellman estimated it would take two to three weeks to get what needs to have done and pay the accountant to oversee it to ensure it is done and submitted accurately. Miller motioned for Wellman, on behalf of the Leader's Association to take the steps necessary to receive our tax exempt status back and consult with an accountant (at ~\$275/hour). McCarty seconded the motion; motion passed unanimously on a roll call vote: C. Dehn – abstain; McCarty – aye; Wellman – aye; J. Rausch – aye; M. Rausch – aye; Brunner – aye; Miller – yes; Naasz - aye.
 - Suckow initiated discussion about the need for the Leader's Association to get our accounting set up on a tax program such as Quickbooks, Quicken, Essentials, etc. Bakley stated the State 4-H Office advised going with Quickbooks when asked. Suckow presented financial information on each. Miller motioned that the Leader's Assn purchase the Essentials version of Quickbooks for the coming year and allow for an automatic monthly deduction from our checking account to be set up to pay for it on a monthly basis; Brunner seconded. Vote passed unanimously on a roll call vote: C. Dehn – aye; McCarty – aye; Wellman – aye; J. Rausch – aye; M. Rausch – aye; Brunner – aye; Miller – yes; Naasz - aye.
- VI. **Endowment Report**
 - Nothing new to report.
- VII. **Committee Reports**
 - 50/50 - Bakley stated Central States Fair has not responded to her attempt to reach them to discuss this. Bakley also will need to put in a waiver to Dr. Tanner (State 4-H Office) to allow it. Dehn expressed opinion to take this year off from this event. McCarty expressed concern another group may attempt to replace us with it. Dehn stated perception CSF would not allow this. Bakley expressed alternative idea of establishing a kiosk or two instead of our usual routine of having kids/adults going amongst the crowd, though even this would require a waiver to be submitted and approved by Dr. Tanner. Wellman motioned to attempt to do the 50/50 event but with limited youth/adult exposure through stationary kiosk at non-concert events only; Miller seconded. Vote passed unanimously on a roll call vote: C. Dehn – aye; McCarty – aye; Wellman – aye; J. Rausch – aye; M. Rausch – aye; Brunner – aye; Miller – yes; Naasz - aye. Bakley will look into this with the CSF. We will need volunteers to committee this.
 - Workshops –

- No summer workshops due to COVID-19.
 - Horse
 - Brunner reported plans are currently underway, as the Pennington County 4-H Horse show is still set for August 17th.
 - Record Books
 - Suckow reported record book reformat is ready. Recognition guide is ready and up for a vote for approval by this group tonight. Suckow pointed out that project pages were a major revision – they were taken out and replaced by a goals page. Another primary change is that the record book is also set up to be a yearly book, instead of a cumulative book. It is being recognized that some members who have started with a cumulative book may continue to use the cumulative book or use a combination during this transition year. Any new members next year would be expected to start with this version. Because of the project pages being removed, this made cause to remove some of the project page requirements on some of the awards that required that documentation. Animal financial pages are required, but non-animal financial pages are not required any longer in the record book. A request that had been made in the past was for there to be a scoring page for the Outstanding Graduating Member, as this has not had a rubric and been very subjectively awarded in the past; this rubric page was an addition to the Recognition Guide as well. It is also being advised for the Recognition Guide to be placed at the front of the member’s record book so they can continuously be written in as criteria for awards and pins/achievements are being met. Wellman made a motion to accept the guide now; McCarty seconded. Motion passed unanimously on a roll call vote: C. Dehn – abstain; McCarty – aye; Wellman – aye; J. Rausch – aye; M. Rausch – aye; Brunner – aye; Miller – yes; Naasz - aye.
 - By-Laws
 - The By-Laws committee met and took into account Dr. Tanner’s suggestions. Key changes/updates to our By-Laws included a change to our quorum requirements (which we do meet at the current meeting), an update of the committees section to be more currently accurate, as well as made significant updates to the Bank Accounts section in accordance with wording sent from Dr. Tanner’s office. Information about the endowment (which was established since the last By-Laws revision) was also added into this revision of the By-Laws. Brunner motioned to approve this By-Laws revision; J. Rausch seconded. Motion passed unanimously on a roll call vote: C. Dehn – abstain; McCarty – aye; Wellman – aye; J. Rausch – aye; M. Rausch – aye; Brunner – aye; Miller – yes; Naasz - aye.

VIII. Unfinished Business

- Promotion & Expansion Committee
 - Need members – Bakley communicated with State Office about difficulty getting a committee together. Bakley was told an alternative option would be to take a group to a similar committee already in the area to present about 4-H twice a year. Still needing two non-4-H adults and one non-4-H youth to serve on this committee.
- Achievement Day Theme: Office decided on “2020 Vision for the Future” and there will be no poster contest this year. Riser decorating contest will still occur.
- IX. Angela Lytle was not yet removed from Bank Account and current officer Trisha Miller was not yet added to the Bank Account, as Black Hills Federal Credit Union just re-opened their lobby to allow going in to do this. Miller will get herself added yet this week and then Wellman will be able to remove Lytle.

- Miller has not yet purchased tabletop easels for county wide club use and programing – 50 count – but will also get these ordered in the next week.
- Achievement Day Committees and Chairs – still needed.
- Gardening Grant – shed purchase
 - M. Rausch stated she did check with neighbor, who stated 8x10 shed would still cost \$1200 for the wood. Bakley said the cost of a shed has been challenging, as the grant is only \$200. We will continue to search for options for this.
- SD 4-H Leader's Association Member Dues
 - Suckow consulted the State Leader's Assn and was told it is up to us, we can wait until October and pay \$3/person or pay yet for this year and pay \$4/person (due to \$1/person late fee). Bakley suggested tabling this vote until September meeting to then vote on whether we pay for all 70 volunteers or primary 30 volunteers for the coming year. M. Rausch motioned to table the vote to the September meeting, Brunner seconded. Motion passed unanimously via roll call vote: C. Dehn – abstain; McCarty – aye; Wellman – aye; J. Rausch – aye; M. Rausch – aye; Brunner – aye; Miller – yes; Naasz - aye.
 - Miller reported to the group that she has indeed pursued representing
- Billboard Photo Award
 - This has been awarded for the first month.

X. New Business

- Achievement Days Plan for Covid-19 guidelines
 - Bakley spoke about State Fair changes rolled out by State 4-H Leader's Association this last week. Group all agreed County Achievement Day should still be held, but our plan must be submitted and approved by Dr. Tanner. Suggestions about alterations were made and discussed. Masks are not required right now, but are encouraged. Miller suggested limiting the number of exhibit interviews per member to limit numbers and the remaining number of their exhibits judged without interview. Bakley will proceed to develop a waiver to submit to Dr. Tanner; all are invited to contribute ideas to Bakley.
 - Judges
 - Volunteers
- Promotion and Expansion Committee Budget
 - Because the status of this committee is in the air currently, no need for
- Premium Checks for Achievement Days (given at Recognition Event)
 - Cannot give cash per State 4-H Rules, but do not want to be writing checks for nominal amounts (e.g., 50 cents). Several ideas were brought up, including giving total checks to club leaders and those leaders then distributing, awarding non-monetary awards for awards under a certain dollar amount, etc. Miller motioned to table this issue until the September meeting to allow for more time for the office to ready for this, Brunner seconded. Motion passed unanimously via roll call vote: C. Dehn – abstain; McCarty – aye; Wellman – aye; J. Rausch – absent; M. Rausch – absent; Brunner – aye; Miller – yes; Naasz - aye.
- Fall County 4-H Open House Date
- Suckow made the group aware that 4honline.com access will be unavailable in October due to revamping of this website so it may be smarter to choose a November 2020 date as individuals will not be able to enroll or re-enroll until November 1st anyway. Bakley offered an alternative idea may be to do our usual timeframe (early October during National 4-H week) and then just keep everyone's information on an excel spreadsheet and then send out postcards reminding members to submit their enrollment (or re-enrollment) via the new 4honline site

in November. Western Junior Consumer Sciences Show is October 9-10. The group decided to tentatively set the Open House for October 1st. Recognition Event Date

- Tentatively set for November Recognition Event for November 1st, with Monday, October 5th, 2020 the deadline for leaders to have the books to the office. Judging will be held at the October 13th Leader's Meeting. Leaders will individually set deadlines for their club members to have their record books submitted to themselves.

XI. Announcements

- Christmas Ornaments – Green with Club Name or Logo
- Bakley reminded leaders to do these
- Deadline for all entries to Pennington County Achievement Days is AUGUST 11th.
- Deadline for all entries to the State Fair is Tuesday, August 11th.
- Interview Day will be Thursday, August 20th.

XII. Other Business

- None

XIII. Adjournment

- Wellman motioned, Brunner seconded to adjourn the meeting at 7:59pm MST.

XIV. Next Meeting(s):

- **September 15th, 2020** (pushing back to the 3rd Tuesday due to State Fair just ending the 2nd Tuesday)