

Bayfield County 4-H Leaders Association Meeting
Monday October 21st, 6:30pm

Zoom call:

<https://uwmadison.zoom.us/j/7463094504?pwd=M0pHY0tCQXduMVdMeTNQRVNNV1FoQT09&omn=99584473375>

Meeting ID: 746 309 4504

Passcode: 1234

- I. Call meeting to order
- II. Roll Call
- III. Secretary's Report- September minutes, Maria Renz
- IV. Treasurers Report- Dede Maki
 - a. Fundraising
- V. Club Updates
- VI. Correspondence
 - a. Nicole Adair- new Whispering Pines leader
 - b. Ino Valley update
 - c. Equine Council- bank account update
- VII. Old Business
 - a. Awards Dinner- current plans & update
 - i. How can we recognize younger members in attendance?
 - ii. RSVP by Nov 1st- reminder to promote to clubs
- VIII. New Business
 - i. Plan for November 18th annual meeting
 1. Need for greater attendance/ interest- how can we attract more to attend?
 2. Review 2025 Calendar draft
 3. Review bylaws
 4. Meeting agenda
 5. President & Secretary elections
 - ii. Goals for year & visioning
 1. Older member trips
 2. Record books
 3. Recognition of members
 4. General/ any other
- IX. Closings
- X. Adjourn

Bayfield County 4-H Leaders Association Meeting
Monday, September 16, 2024, 6:30pm
Eileen Town Hall

I. Meeting called to order at 6:41 pm by Vice President Cindy Luzatto.

II. Pledges

III. Roll Call: Vice President Cindy Luzzatto-Gitchee Gumee, Treasurer Dede Maki-Friendly Valley, Secretary Maria Renz-Drummond Explorers, Extension Office Ian Meeker and Kaylie Lucas, virtual: Jena Wozniak and Peyton Mattson – Drummond Explorers

IV. Secretary's Report – Kaylie Lucas

Dede made a motion to approve July's meeting minutes as provided, seconded by Maria. Motion Carried

V. Treasurer's Report- Dede Maki

Dede reported the checking balance as of 9/14 is \$12,770.55 and the savings balance is \$18,977.13. One CD matures on 8/13/25. The other two CDs were cashed out to be deposited at Security State Bank with better interest rates. Equine Council's has \$1,277.08 sitting in the account. Still waiting to hear back about Nick Pully's past due amount of \$1,250. The outstanding invoices to be paid include the food booth manager commission, two supply bills to discuss, and \$300 for fair leaders passes. The audit paperwork was completed with Emmer Shields as the auditor.

Maria made a motion to approve the treasurer's report presented by Dede, seconded by Jena. Motion Carried

VI. Club Updates:

- i. Friendly Valley: Held their Club picnic on Friday during the fair, helped in the exhibit hall and food booth. Hosting a meeting with parents to address calendar and recruitment. For October, they are looking at the Cedar Crest competition.
- ii. Drummond Explorers: met yesterday. They discussed a lot of ideas, planned on meetings taking place on the third Sunday 3rd of every month. They discussed 4-H week and creating a slideshow video for each club to be presented online. It was suggested to try the newspaper for 4H week as well. October 12th is Whistlestop, Ino Valley cannot help, so Drummond Explorers could use more help from other clubs in running a water station by the Ino Bar.
- iii. Gitchee Gumee: meeting last Wednesday. They held elections, discussed recruitment, planning a parent meeting, planning on something for 4-H week, and older kids agreed to be youth leaders for the younger kids. Their Halloween Carnival will take place the last Friday of October, the 25th. Friday night they did a hayride with lighted necklaces. They are working on trying to figure out how to get the community back into 4-H. One idea is to work with the Oulu heritage center and the town to do a Christmas tree lighting and caroling.

- iv. Correspondence: Thank you letter from Brian Maki for the senior scholarship. Iron County pie auction idea. A swine was purchased at the Market Sale and donated to Bayfield County 4-H; funds are being held by the Market Sale.

VII. Committee Reports

- a. Awards and Recognition: Older Member Awards are due by September 30th. Avanna Beeksma will be holding a clinic on OMA applications. Interviews will be held on Wed. Oct 2nd zoom only 3pm-7pm, and Saturday Oct 5th 9am-11am, in person or zoom. Interviews done with Cindy, Dede, check in with Caloney and Dana.
- b. Equine Council: Met on Sunday the 25th, next meeting will be at the Eileen Town Hall at 6pm on the 22nd to hold elections and create the calendar. The plan this year is to provide more workshops, start hippology, horse bowl, and model horses. The bank account will be opened this week at Security State Bank in Iron River.
- c. Market sale: Met a few weeks ago to get framed photos, checks and thank you cards.

VIII. Old Business

- a. Summer Camp: the check will be made out to Bayfield County Extension. Each camper cost \$150, we charged \$100 for 4H campers. The American Lung Association grant helped pay for half the cost. We need to check in with Ashland County for next year and start planning and looking for funds in January.

Cindy made a motion to pay the 4-H summer camp invoice, seconded by Dede, motion carried.

- b. Fair and Food Booth: We reviewed the Lakeside Products bill which Dede will pay. The Cheq. Dairy Association is covering only \$960 out of \$1960 in ice cream and milk. The cheese curds were donated by Benoit Cheese. The Ambassadors were confused about the Rosettes during the awards ceremony. The 4-H awards flyers were not all used, hopefully next year the superintendents will place accordingly.
- c. 4-H Older Member Awards: Fall Forum registration is open; the deadline is September 30th.
- d. Club Financial Reports: Kaylie reports that they are coming in. Today was the extended deadline.

IX. New Business

- a. Reenrollment open: Begin sharing with your clubs.
- b. Leader Training: Kaylie is copying the leaders in a personalized email to adult volunteers on training.
- c. Club Charters: due November 1st and completed online. Kaylie will print the completed charter and mail a copy to each club.
- d. 2024-2025 Countywide 4-H Calendar: will discuss at the October executive meeting.
- e. Recognition Dinner: Will take place November 10th at the IRCC at 4pm doors open, 4:30 awards, dinner to follow. Gitchee Gume, Drummond Explorers, and Whispering Pines will be hosting. There are 20lbs of pork at the office. We will bring drinks and buns. Clubs will bring a side dish to share. Everyone needs to start considering Hall of Fame,

Friend of 4-H, adult leader, alumni and former leader nominations. Email Kaylie or Ian with ideas.

- f. Annual Meeting: November 18, 2024, at IRCC at 6:30pm. Drummond Explorers will bring cupcakes for Cindy's birthday. October is an Executive Meeting via zoom.
- g. Monies for traveling: The board asked for clarification on how the 4-H foundation gives donations and scholarships. Scholarships are applied for by the student. We agreed that if a foundation scholarship is received, the scholarship amount is applied towards their portion of the amount due. If a donation from the foundation is made to all students for a trip, half the cost will be based off the invoice total. The request to change this will be added to the agenda for the annual meeting. Ian also informed us that as a leader's association, we can apply for grants to cover the cost of the trips.

X. Closings:

- a. Review Decisions
- b. Delegate tasks
- c. Next meeting 10/21 zoom executive at 6:30

XI. Adjourn: Cindy adjourned the meeting at 8:57 pm

Minutes Submitted by Maria Renz

**Bayfield County 4-H Leaders Association
October 2024 Treasurer's Report**

Balances (10/21/24)

Checking = \$9,066.25

Savings = \$19,002.22

CD 6900838902 (BMO) = \$8,962.83 (Maturity Date = 8/13/2025)

Cashed out other CDs. Will deposit at Security State Bank = \$16,684.06

Income: *Equine Council – Holding funds so a new account can be established. \$1,277.08

What these balances do not reflect:

Income:

Trip fees: N. Pulley=\$1,250.00

Expenses:

Outstanding Monies Due:

Nick Pully – Advanced Space Camp = \$1,250.00

Upcoming Expenses:

Equine Council Reimbursement = \$1,277.08

Bank Reconciliation Statement

Bayfield County 4-H Leaders Association

\$7,567.04	Closing balance on this monthly report
	Checks you have written that have not yet appeared on a bank statement
	Deposits you have made that have not yet appeared on a bank statement
\$7,567.04	This MUST agree with the bank statement balance

ATTACH A COPY OF YOUR BANK CHECKING ACCOUNT STATEMENT TO THIS REPORT

If your club has any type of savings account, please record the activity here.

1 Account beginning balance

Month / year	September		Beginning Balance: \$12,770.55
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2 DEPOSITS/INTEREST

From:			\$
From:			\$
From:			\$
From:			\$
From:			\$
From:			\$
			Total Deposits: \$0.00

3 WITHDRAWALS

For:	IR Coop = Food Booth		\$207.31
For:			\$
For:			\$
For:			\$
For:			\$
For:			\$
			Total Withdrawals: \$207.31

Closing Balance:	\$12,563.24
Beginning Balance + Total Deposits - Total Withdrawals	

ATTACH A COPY OF YOUR BANK SAVINGS ACCOUNT STATEMENT TO THIS REPORT

SIGNATURES: _____	Club Treasurer	_____ Date
_____	Main Leader	_____ Date

Draft 2025 4-H Leaders Association Calendar:

January 20

February 17

March 17- *Exec session to make senior scholarship decisions

April 21

May 19- *Exec session to draft July 2025-June 2026 budget for approval in June

June 16

July 21

September 15

October 20- *Exec session to plan for annual meeting

November 17- Annual Meeting/ Elections

Some notes:

- We should address timing and location:
 - How many Zoom sessions vs. in-person?
 - Is 6:30pm still a good time? Mondays?
 - Do you want to bring back host clubs/locations to encourage more attendance/ involvement?
- Your current bylaws require 6 meetings plus 2 additional exec. Meetings.
 - With this current template you have 7 meetings plus 3 executive sessions. If you choose to eliminate any meetings some options could be:
 - Eliminate May budget session, and instead include this as part of the general meeting in April

or

- Eliminate March exec session- senior scholarship decisions could be made using google docs/ online grading rubric/ email as we did with older member awards. The senior scholarship applications & 4-H Foundation scholarship applications are due March 1st.

And...

- Eliminate 1 general meeting- either January or February & combine agenda items into 1 meeting

Bayfield County 4-H Leader Association
Annual Meeting
Iron River Community Center
Monday, November 14 7:00 pm

- I. Call Meeting to Order
- II Pledges
- III Roll Call
- IV Secretary's Report- Sept & Oct
- V Treasurer's Report- review of budget at ½ way point
- VI Committee Reports & Correspondence

VII Old Business

- A. Awards Dinner recap
- B. Fall Forum recap

VIII. New Business

- A. Bylaws changes- vote/ approve
- B. Election of officers: President, Secretary, Member at-large
- C. 2025 Calendar- review/ approve
- D. Hosts & Committees sign up
- E. Other

IX Adjourn

**BY- LAWS FOR THE BAYFIELD COUNTY
4-H LEADER'S ASSOCIATION, INC.**

Article I. Name

The name of the organization shall be The Bayfield County 4-H Leader's Association.

Article II. Purpose

The purpose of this organization shall be:

1. To further the development of youth through the 4-H program in Bayfield County.
2. To determine policy for and conduct of the 4-H program in Bayfield County.
3. To plan, conduct and evaluate 4-H work and appropriate training activities with the assistance of University Extension Office personnel.
4. To bring up for discussion the concerns and ideas of the 4-H members and certified leaders and to propose and follow up on possible solutions or appropriate actions.
5. To provide the necessary funds for 4-H activities and events.

Article III. Membership

Section A.

The association shall include all 4-H adult leaders, 4-H members and families and all other persons and organizations supportive of the program. Voting members shall be certified Bayfield County 4-H Adult Leaders and enrolled 4-H Junior Leaders.

Section B.

No person shall, on the grounds of race, creed, ethnic background or disability, be excluded from participation in or be denied the benefit of or be subjected to discrimination under any program sponsored by the association.

Section C.

The use of organizational funds for personal gain of members is prohibited.

Article IV. Executive Board and Officers

Section A.

1. The president, vice president, secretary, treasurer, and at-large representative will serve as Executive Board members. The five elected officers must represent five different clubs unless every effort by the nominating committee to recruit qualified candidates fails.
4. The president, vice president, secretary, ~~and~~ treasurer, and at-large representative shall be elected by the association and shall serve a two-year term; president and secretary elected on even years and vice president ~~and~~ treasurer, and at-large representative elected on odd years. At large representatives will serve one year terms.
5. Officers will be elected at the annual meeting with all new officers assuming responsibility following the annual meeting. When practical, officers should serve no more than two consecutive terms.
6. After two consecutive unexcused absences the Executive Board reserves the right to request a replacement.
7. The role of the Executive Board is to set policy for the association with input from the Association.
8. The Executive Board will appoint a nominating committee which will recruit candidates for vacant positions.
9. The executive board may appoint a financial advisor to assist the treasurer.

Section B. Duties of Officers.

1. The president shall preside at all meetings of the association and Executive Board and shall perform the usual duties of a presiding officer.
2. The vice president shall act in the capacity of the president in the absence of the latter or when called to the chair by the president.
3. The secretary shall keep the minutes of all meetings of the association and Executive Board and record all motions whether adopted or defeated and handle correspondence. The secretary sends a copy of the minutes to the Bayfield County Extension Office within ten days following each meeting.
4. The treasurer shall collect and care for all money and dues of the association and pay bills as ordered by the Executive Board or association. The treasurer shall report to the association at monthly meetings and submit a written report annually to them and the UW Extension office. The treasurer will submit books annually for audit.
5. The past president shall serve as advisor to the organization.

Section C. Indemnification of Officers, Executive Board, Employees and Agents

The association shall indemnify any person who was or is a party or is threatened to be made a party to any action, suit or proceeding, whether civil, criminal, administrative or investigative by reason of the fact that he or she is or was an officer, member of the Executive Board, employee or agent of the association against expenses, including attorney fees, judgments, fines and amounts paid in settlement actually and reasonable incurred by the person in connection with such action, suit or proceeding if the person acted in good faith and in a manner he or she reasonable believed to be in or not opposed to the best interests of the association, and with respect to any criminal action or proceeding, had no reasonable cause to believe his or her conduct was unlawful. Any indemnification, unless ordered by a court, shall be made by the association only as authorized in the specific case upon a determination that indemnification of the officer, member of the Executive Board, employee or agent is proper in the circumstances because he or she has met the applicable standard of conduct set forth above. The Executive Board shall make such determination by a majority vote of a quorum consisting of members of the Executive Board who are not party to such action, suit or proceeding. If such a quorum is not obtainable, then it will take a majority vote of the members of the association.

Article V. Meetings

Section A.

The association shall meet a minimum of six times a year.

Section B.

A quorum of the association shall be 30 percent of the clubs in the county.

Section C.

The annual meeting of the association will be held in November each year.

Section D.

The Executive Board shall meet a minimum of two times a year. A quorum shall be 50 percent of the members. Association meetings with a quorum of the Executive Board present shall constitute such a meeting.

Article VI. Standing Committees

Section A.

The By-Laws Committee shall consist of the Executive Board. The committee shall review the by-laws on an annual basis and publish for review in September, report to the membership in October, and vote on in November of each year.

Section B.

The Finance Committee shall consist of the Executive Board. They are to review the budget prepared by the treasurer and present it to the association. The committee also facilitates fund raising and shall identify possible auditors.

Section C.

The Awards, Recognition and Records Committee shall consist of the vice president as chair and volunteers from the association. Their responsibility is to develop and maintain an awards, recognition and records system for members. This would include setting minimum guidelines for achievement and developing formats for record books. The committee will report to the association.

Section D.

The Bayfield County 4-H Policy Interpretation Committee shall consist of the Executive Board. The 4-H Youth Development Educator will serve as non-voting advisor. The committee shall elect a chair and secretary. Each time the membership of the Executive Board changes there shall be another election for chair and secretary. A quorum for hearing a concern shall be three members. The purpose of the Bayfield County 4-H Interpretation Committee is to provide opportunities for individual members/volunteers to address specific circumstances which may have affected their ability to complete local 4-H requirements, to interpret all rules, guidelines, policies and consequence established by the association, to support the local 4-H Youth Development Educator and the Bayfield County Extension Office in their duties and responsibilities and to maintain uniformity in the enforcement or application of rules in similar situations.

Article VII. Committees

Section A.

The committees shall consist of volunteers of adult leaders, junior leaders and other individuals knowledgeable and supportive of a particular activity, project or age group. Committees will be created as the need arises.

Section B.

The purposes of the committees are to:

1. Identify the needs and strengths of an area.
2. Plan, implement and evaluate educational experiences for leaders and members.

3. Review literature and project record sheets for needed update.
4. Work with the County Fair and Extension Office in suggesting changes in the fair premium book.
5. Submit committee reports for 4-H Leaders meetings and the 4-H newsletter.

Article VIII. Parliamentary Authority

“Roberts Rules of Order” supplemented by the Wisconsin 4-H bulletin #201, “How to Conduct a Meeting”, shall be a satisfactory guideline for conducting meetings.

Article IX. Method of Amending

The by-laws may be amended at the annual meeting by a two-thirds vote of the members present. Notice must be given per Article VI section A. This notice will be posted. Information as to where copies of the proposed changes can be obtained or reviewed will be provided by the 4-H office.

Article X. Dissolution

Upon dissolution of the association, any assets remaining thereafter shall be conveyed to a 4-H Youth Development Program or 4-H Youth Development Foundation as selected by the affirmative vote of the majority of the association members entitled to vote.

Approved by 4-H Leaders Association November 27, 2023