**Gallatin County 4-H Unlimited Leaders Council Minutes**

**February 5, 2024 @ 6:00pm**

**Gallatin County Extension Office**

**Attendance:** Molly Yurdana, Tamara Knappenberger, Toni Berger, Kelly Pavlik, Aaron Pruitt, Monika Johnson, Joey Knappenberger, Laura Fisher, Tiffany Togstad, Randy Radke, Bonnie Radke, Erica Hastings, Nicole Reeves

President Tamara Knappenberger, called the meeting to order at 6:09 pm

 Pledges

Roll Call Question: If you were your own Valentine, what would you treat yourself to?

**Reading of Correspondence:**

* Early Reports/Guest Presentations: Thank you note from Grace Simser for financial support to attend Nation 4-H Congress was circulated.
* Extension Office Report (Molly) -
	+ Enrollment for the current 4-H year will be closing on 3/1/2024, with exceptions made for new families enrolling.
	+ 1% review reminder
	+ Bozeman Stampede Thank You - Many members and families signed the E-Thank You card. Bozeman Stampede contacted Molly after receiving the card to share their appreciation for the card and the impact the donation made.
	+ AQA - dates are set for 3/24, Sunday afternoon, and 4/27, Saturday morning. An email has gone out to only those members required to take the workshop this year.
	+ Fair schedule - draft schedule was reviewed. Major changes this year include -
		- Closing of the livestock area to the public on the last Sunday due to livestock load outs occurring that day and for the safety of the public. Livestock kids are still required to be there on Sunday.
		- Sunday morning there will be a new event called Pastries and Pictures. The goal is to gather together and get a huge group photo of all 4-H members that can then be used in promotional and sponsorship material.
		- Livestock barns will be closing at 9:00 pm during fair and there will be extra stock paneling placed outside the barn doors for added security.
		- Indoor project pick-up times will be emphasized (Sunday evening, Monday morning) in order to have the indoor project building cleaned out in a timely manner this year.
* Financial Requests: Molly presented a verbal request to assist Farm Fair with a donation of any amount. Discussion followed regarding setting a precedent of our non-profit organization donating to another non-profit organization.

**Old Business:**

* ULC Newsletter Report - due by the 23rd of each month to be used in the following month’s newsletter
	+ Feb 23rd - Monika
	+ Mar 23rd - Laura
	+ Apr 23rd - Aaron
	+ May 23rd - Joey
	+ Jun 23rd - Monika
	+ Jul 23rd - Molly
	+ Aug 23rd - no meeting
	+ Sep 23rd - Tamara
* Officer Vacancies - in need of a VP
* County-wide CPR Training - the volunteer survey draft was reviewed. The survey will be emailed out to all 4-H volunteers in the coming week. Responses will be used to finalize the type/level of training that will be offered to the volunteers this spring.
* Investment Account with D.A. Davidson - $120,000 was deposited into a 1 year CD at D.A. Davidson at 4.8% with no penalties for early withdrawal. The $120,000 is a combination of funds from the FSB CD that matured in January, funds from the Manhattan CD that matured in Oct ‘23 and funds from the FSB Money Market account. $9,927.16 remains in the Manhattan CD holding account. Kelly made a motion to open a Money Market account at D.A. Davidson with these funds. Monika seconds. Motion passes.
* 4-H Theme Swag -
	+ Kelly showed the group an example of an ordering website from Boomtown Designs. This local company will host an ordering page with a selection of 4-H swag items that families can order and pay for directly through the company. The orders will drop ship to the families. Pricing will be determined after proofs are approved. Affordability will be the priority when pricing the items.
	+ Joey is also researching the feasibility of ULC purchasing a t-shirt press that can be used by the Extension Office, clubs and projects. More information on this option will be presented in the future.
	+ Discussion held to be mindful each year when the 4-H theme is selected.
	+ There was a discussion on different ways to promote 4-H through signage around the county. Laura will contact the State 4-H Center regarding guidelines for developing and placing signage on property.

**New Business:**

* Annual Report - The draft copy was presented. Each ULC member is to review it and email Colyn with any changes that need to be made asap.
* JC Billion donation - for the third year in a row, JC Billion has donated $6,000 to Gallatin County 4-H. Laura made a motion to use proceeds from this donation for 4-H camp scholarships that will be awarded to the junior and intermediate level winners of the upcoming county contests (Better Batter Baking, Stir Ups and Communication).
* Rec Lab is a state wide event that is being held April 19-21 in Boulder. The theme is Go for the Green. There will be activities and workshops throughout the weekend. Registration will be opening soon. Gallatin County hopes to send a large number of youth to this event and will be in need of chaperones, especially to transport kids to and from Boulder.
* Fair Book edits are due by 2/16. Editing of the 2024 Fair Book will be done by 3/1.

**Committee Reports:**

* Budget Committee
	+ No report
* Fundraising Committee
	+ MSU Concessions winter/spring schedule - 2 days at the Pow Wow, and 4 nights at the MUS Spring Rodeo. Camp Counselors will be working one of each of these events, but there is still room for others to sign up. There may be other events that become available later.
* Fair Concessions
	+ Sub-committee made up of Molly, Tiffany, Laura, Toni met on January 23rd. Changes to the menu were discussed, as there will not be a grill available this summer. New menu signage will be made. Plan to have a credit card reader available at the concession stand. Molly confirmed with the fairgrounds that Building 4 will be available Thursday and Friday mornings before fair so food prep for concessions can occur. Concession stand hours can be 8:00 am to 8 or 9:00 pm Monday through Sunday of fair week.
* Recognition and Record Books Committee
	1. No report
* Camp
	1. Dates - August 10-14th. Camp counselors recently had a movie night at the Extension Office. Next meeting will be 2/20. The meeting schedule is set for the remainder of the year, with one activity and one meeting per month until camp time. Committees have also been determined.
* Policies & Procedures
	1. Aaron, Tamara and Monika are reviewing the policies individually and plan to be finished with their reviews by 3/5.
* Leadership Development Committee
	1. January Winter Workshop recap - Bonnie/Erica lead the youth sessions. Very good feedback and fun event. The adult volunteer sessions were also very beneficial and received good feedback.
* Communications Day/Stir Ups/Better Batter Baking Contests
	1. Registration has closed. Stir Ups and Better Batter Baking will be held 2/10. Themes are soups and cookies, respectively. There will be 3 judges for each contest. Communication Day will be held 2/24. Seniors will be judged in one room and Intermediates/Juniors/Cloverbuds will be judged in another room. Awards ceremony will be held 2/28 at the Extension Office.
* Indoor Fair Committee
	1. Last meeting was held 1/24. Reviewed Fairbook. Discussed club/project booth displays. Indoor project exhibitors will be allowed to sell 3 items/member in the indoor silent auction. Planning to get banners for each project area to hang in the exhibit building. Intend to promote concessions and promo booth shift workers more heavily to the indoor exhibitors
* Horse Committee
	1. Next Meeting: 2/12 - will be discussing horse show fair schedule, reviewing Fairbook, determining judges and patterns for fair.
* Market Livestock Committee
	1. Next meeting: 2/20 Last meeting 1/16 - Fair schedule lined out. Evacuation plans will be developed for each livestock barn this summer. Additional security will be hired during the night of the livestock auction by the livestock committee. Each animal project can enter a silent auction basket to be bid on during the livestock auction, with proceeds going to its project. Buyers’ re-sale options were discussed. Project curriculum changes were discussed. Save the Date postcards will be sent to all past buyers on 3/26.
* Gallatin 4-H Foundation
	1. Last meeting was held 1/ 2. The budget was approved. Scholarship award amounts will increase in 2024. In need of more members. The Blacks/Schell family donation made in January was transferred from ULC to Gallatin 4-H Foundation since it was a memorial donation. The Foundation has money set aside for project funding requests.
	2. Next meeting: 4/25 - will be reviewing and approving scholarship applications and determining recipients. Scholarship applications due by 4/1 to Gallatin County Foundation. State Foundation scholarship applications due by 2/14.

**Minutes/Financial Reports:**

* January Meeting minutes:
	+ Kelly motions to approve the Secretary Minutes from the January meeting. Erica seconds. Motion passes.
* Meeting Treasurer’s/Bookkeeper’s Report (Colyn)
	+ Beige Sheet = Balance Sheet; Blue Sheet = Budget vs. Actual; Green Sheet = Profit & Loss Detail (print in landscape orientation); Gold Sheet = Side Account Detail (print in landscape orientation); Peach Sheet = Reconciliation Summary and Detail (have checks cleared yet or not)

**Announcements:**

* Next meeting is **March 5, 2024** at the Gallatin County Extension Office @ 6:00pm.

**Adjournment:**

* Laura motions to adjourn the meeting, Tiffany seconds. Motion passes.