Directors Minutes

4-2-2022

Called to order at 7:02 pm

**Attendees**: Jane Ann Beard, Lisa Wilson, Luis Santiago, Lisa Petty, JJ Arney, Jerry Lubbehusen, Mike Nowling, Kelly Ferguson, Jon Casper, Scott Armes, Nellie Armes, Autumn Rhoads, Chance Berry, Kevin Frette, Kelly Cummings, Tara Brower, Megan Nowling, Paul Flint, Amy Bennett, Jeremy Bennett, Josh Dove, Brent Baker, Sylvia CLinton

Chance introduced Lisa WIlson, District Director for Purdue Extension. Lisa was present to answer any questions the directors may have regarding moving ahead with separating the grounds and the 4-H/Purdue Extension. Chance gave an overview of the situation. Scott A. spoke about how we are currently having problems with getting volunteers to go through the lengthy process that Purdue has asked each volunteer to go through annually just to be able to work at the grounds. Scott mentioned also that if we were to separate, would that make things easier the other 11 months out of the year to have open shows and events on the property. Lisa W. mentioned that there have been several counties that have had this conversation, some counties pursue the separation and others do not. She mentioned that this process is fairly lengthy to get to that point. Lisa W. asked what specifically with the volunteers, what roles are your trying to fill with the grounds that would need to go through the volunteer process? Chance mentioned that we used to have “Trustees” of the grounds, but that dissolved and that we had a caretaker that used to live on the grounds that would help with the rentals, etc. That was also done away with. When we started the process of wanting to upgrade the grounds a fundraiser committee was formed as well as a sub committee for the Building & Grounds to help with this upgrade process as well as overseeing the maintenance throughout the year. When it was started, the number of years on the committee were staggered so that not everyone went off at the same time. The chairman of the Directors sits on this committee as well as 4 others. We are at the point that 2 have completed their volunteer process, but 2 have not and they do not wish to complete it. The 2 that have not spent a huge amount of time out here over the last couple years to make sure that things were getting done. They want to continue to do the work that others are not willing to do, but they do not care for the videos, the time that it takes to complete the process and more importantly the core message that comes across from this process. We have volunteers that do not wish to continue being volunteers because of this. Chance mentioned that we do not charge an entrance fee to get into the 4-H show or charge for parking like some other counties so we do not have that as a source of income.

Lisa W. asked the question, what are we wanting to do with the grounds the other 11 months of the year that we think that we can’t do under 4-H.. Chance spoke that it circles around to the general rentals and that we have to know who is coming and going on the property. There are donors that have spent several thousands of dollars on the grounds that do not wish to have to go through the process of filling out a rental contract, getting a key, etc. to be able to use the grounds. Lisa mentioned that Dubois Co. has a council just like Daviess does and their council has a rental agreement, but the extension office is the point place for starting the rental process and then it is taken to the council meetings. She mentioned that they also have large donors, board members, etc. that get to rent the facilities for free. THey also have some Not-for-Profit groups that they will give a price break to. Lisa W. mentioned that alcohol is allowed on the 4-H grounds as long as it is not a 4-H event happening there at the same time. Chance asked if all rentals have to provide a Certificate of Insurance (COI) when renting the grounds? Lisa stated that yes they do have to provide a COI for each rental and that most of the rentals go back to their insurance company to obtain this and that they may incur an additional cost for this. She mentioned that they do have a groundskeeper that lives on the grounds permanently.

Jerry L. asked the question that when COVID hit did they shut down their grounds? Did those rentals still happen or were they canceled? Lisa answered that they did still have Non 4-H rentals during this time frame, but they had to abide by their health dept. Rules. Jerry mentioned that some non 4-H events had to be moved to Elnora grounds just to be able to continue with them. Lisa mentioned that 4-H/Purdue Extension learned a lot during this time period. Lisa mentioned that it was a confusing time for all counties during this time and that each county was different. Lisa stated that each county will be based off of their current status vs. one overall rule for Purdue Extension. Chance mentioned that the main question that he gets asked is if we were to separate and say someone is on a committee for the grounds, but they also help with the tagging dates….do they have to be an approved volunteer? Lisa stated they should be a Purdue Volunteer, but that she struggles with that. She usually goes with if you are a parent and just bringing your child's animal to a meeting (i.e. horse & pony), you do not have to be a volunteer. But if you are instructing and helping other kids and there is a risk involved, then you need to be a volunteer. When there is a risk involved beyond your own family then you need to be a volunteer. Lisa mentioned a situation that happened in their county and if it had escalated, because the person was an approved volunteer they would have been protected by Purdue.

JJ asked the question regarding people that are helping with tagging that have not gone through the volunteer process, can a waiver be drawn up that states that they sign that states they are not covered under any 4-H protection and that they could be held liable for any damages. Lisa W. stated that she could not answer that question, but would be willing to get an answer to it. Kelly C. mentioned that her biggest concern would be litigation. Lisa W. mentioned that when the youth get involved, that is when they need to be a volunteer. Lisa W. mentioned that you have to be a volunteer if you are making decisions about the 4-H program, finances of the program or if you are signing things regarding the program or if you are working directly with the youth. Lisa W. stated that what risk management meant 5 years ago is not what it means today.

Autumn mentioned that some volunteers do not want to do the online part of it, and suggested that maybe there be another option for those that do not use a computer, etc. Jane Ann mentioned that she has offered 2 face-to-face options and we did have a few to attend. It takes about an hour either way. Lisa mentioned that she has a few volunteers that she has had to work with for the same reasons, they usually keep that person’s email info in their office in a file because that is the only time they need that email address.

Chance mentioned that in the past it started out every 3 year, then it was 2 years, now it’s annually. Is there a chance that this will ever go back to that or can some that have been doing it for a certain amount of years be grandfathered in? Lisa W. stated that it will continue as an annual process.

Chance asked her if she could answer the question regarding if they were to separate, how that would work with the funds, existing buildings, etc. Lisa W. mentioned that she would have to go to someone higher up to answer that question. She stated that it might depend on how the money is received from the county as well. Lisa mentioned that there are counties that were separate from the start and it works well, but that there are counties that it does not work well. She reminded everyone that it is all for the good of the youth and the program, she reminded everything that you would still need to work as a team to make this happen. If we were to separate, there would need to be a board for the grounds as well as one for the 4-H. You will still need to have livestock committees that would need to be volunteers. The grounds would take care of the rentals, upkeep, etc. Tara asked if she could provide some names of counties that are separate that work well that we might work with and ask questions to. Lisa mentioned that if we were to separate, that we would need to have people to handle the rentals, do the upkeep on the grounds, etc. most counties that are separate have a full time person that handles this. Those counties have an agreement with the Extension office that if they need the grounds for an event that they can call and get on the calendar to save the date.

Brent asked if there are counties where the Extension office takes care of the ground maintenance? Lisa said that in Gibson county they have a separate board and ground that takes care of their fairgrounds. Some counties have had shareholders.

Megan N. asked that if their 4-H goat club were to hold an open goat show and the grounds were separate from the 4-H program, would they need to provide COI to have the show or would they be covered under the Purdue insurance? Lisa W. to get an answer for that question. Scott A. asked if there are instances where we are double covered on insurance for certain things? Lisa W. mentioned that they do have a couple open shows that do not benefit 4-H in any way they just rent the grounds. Jane Ann asked if we are talking property insurance or liability insurance? Lisa W. said that if they were to take out a AIL insurance policy it would only cover medical over and above what their own insurance would pay. JJ mentioned that those that are working independently to host an open show do not need to do the volunteer process. Lisa W. mentioned that her 4-H council brought in a Rodeo last year; they rented the entire grounds and then the council got a certain percentage of the fees. They had a rule that the clover was not to be visible anywhere in the grandstand area, so they had to cover it up and they did serve alcohol at the event but they had to cover up the 4-H clover. None of their 4-H volunteers were allowed to work the event. Lisa W. is to get additional information regarding what is needed if an open show is to be hosted by a 4-H club. Lisa W. also mentioned that we need to figure out what we want to do as Directors that we think that we cannot do now and see if that can be resolved before moving forward with the separation. Chance mentioned that if we were to get a new community building and it’s on 4-H property can we rent it out and make money. Now that we know that we can allow alcohol at Non-4-H functions, this might help with rentals.

Luis asked the question, how much conflict would this cause with the community bldg in the park since they do not allow alcohol in their facilities? It was determined that since they are separate properties, there should be no conflict.

Chance thanked Lisa Wilson for her time and she will get back with us regarding the questions that we still have. She suggested that if there is no huge reason for separating then it might be good to keep things as they are.

Tara B. mentioned that we want to use our grounds the way we want to use them without Purdue telling us how we can use them. If we are hearing that there is leadway for how we can use the grounds without having to have the same conversations each time a rental comes up. JJ Arney added that she thinks that we can achieve what we want without separation, but there are going to have to be major changes. Tara thinks that we are more conservative than many other counties.

Lisa W. mentioned that back in 2020 when COVID first came about, there was a lot of confusion on what could and could not be done. Lisa W. mentioned that in their office they have a contract with prices on what each bldg would cost to rent, etc. If you have your certificate of insurance you can rent the facilities. If it’s going to be a multi day event it would go to the council for further discussion. If a renter does not wish to pay the rental amount, that would go through council. Other than that, if the space is open and no 4-H entities are needing it, then it gets rented. She mentioned that all 4-H meetings, events have first priority for booking, but if someone outside rents it and a club decides at the last minute they want to do something it is too late for the club. Clubs know that they need to book their meetings, etc. at the beginning of the year to get first priority. Their clubs, board, extension office workers and volunteers do not get charged to rent the facilities. She mentioned that there needs to be a shared calendar with the board so that they can see what is going on at the grounds and that it is presented at each meeting so that everyone is aware.

Lisa W. mentioned that something comes up and Purdue says that there can be no 4-H events happening on the grounds, that does not mean that outside entities cannot rent them. They are assuming responsibility for everything. If a rental was to have alcohol on the grounds and you are a volunteer at one of these functions, you are not acting as a 4-H volunteer in any capacity. You could not be signed up as a council member, run a food stand at the event as a 4-H volunteer, you cannot represent 4-H in any way. JJ mentioned that it’s a gray area, but as long as 4-H has it in writing that you are not to participate as a volunteer we cannot control what that person does on their own time. Autumn mentioned that she is looking at helping have a 4-H open beef show and that she knows there will be alcohol there. She has seen it at all other species as well. Lisa W. mentioned that it is now our duty to walk around and smell everyone’s cups and monitor who is drinking. If they are causing problem, then you might say something to that person. JJ suggested that at the beginning of every show and maybe at different times throughout the show have it announced that alcohol is not permitted on the grounds and get it recorded and it will cover the legalities.

Minutes from the previous meeting were emailed to everyone prior to the meeting. Paul F. made the motion to approve the minutes as they are, Mike N. 2nd the motion. PASSED

Chance went through the treasurer report that was provided by Eric L. The remaining balance in the Building and Grounds fund is to cover the remaining amount of the new sound system, which will deplete that fund. This report does not have the funds coming from the county, there will be $15K coming for bldg and grounds and $12K for educational and programming. JJ Arney made the motion to approve the report as is, Scott A. 2nd the motion. PASSED

**New Business**

Chance went over how the ballot goes out via 4-H online/newsletters. If you are not receiving them, please contact the office. The ballots went out and we only received 4 votes. Chance mentioned that he and Jost spent hours looking through the GIS system trying to figure out who lives in those townships that could sit on the board. There are 4 people on the board that as of December 31, they have completed their 3- 2-year terms and are done on the board. Chance, Clint F, Kelly F. and then Jon C. Jon C. will fulfill the term that he stepped into so he will still have some eligibility on the board. We need to be thinking about this now as to who can fill these open positions come the end of the year. There needs to be better attendance at these meetings so that we can vote on the things that need to be. Van Buren is still open and since that has not been filled we had put off electing officers. Chance mentioned that his term as well as Eric’s expire at the end of the year, Bryan W. term ended last year so that position is empty as VP. Chance mentioned that he took on the role of President because no one else would, he needs someone else to take this over. Eric is willing to stay on as treasurer, Sylvia will stay on as a Homemaker rep but would like for someone to take over the role as secretary. Chance opened the floor for nominations for president, no motions were made. Kelly asked about Josh taking over that position, Chance stated that he is not on the Board of Directors, he is appointed as the Livestock Chairman. Josh stated that we need to look at how we are electing our officers. We need to line up the elections of officers with the terms being served. Chance would like to step down as president of the board immediately. Scott A. stated that he would be willing to help someone else fulfill this position through the end of the year. Then we can hold elections to start the new terms for January 2023. Chance mentioned that things need to be changed and directors need to be present at meetings. Brent asked if one person needs to hold that position or can we have a couple people in the same position so that way the responsibility is not all on one person? It was reminded that that is why we have a President and a Vice President. Autumn R. mentioned that she would be interested in being on the board if there was an open position. Chance reminded everyone that the terms of officers did end at the end of 2021, but we have continued to stay in them since no elections have been held. Jane Ann mentioned that we need to have the By-Laws looked at again and this may be the time to change those to instead of having representation from each township that we look at changing this. Scott A. stated that he is willing to step up and fill the empty position of Vice President through the end of the year. JJ Arney mentioned that right now she cannot commit to any more right now due to a change in her job, but maybe by December she will know more. It was asked if Tuesday’s are still good for everyone to meet or do we need to look at another day. JJ mentioned that with school functions that maybe we need to look at on a Wednesday, since there are not many school activities on that night. We will discuss the day and time of future BOD meetings in April.

It was passed that Scott A. will step in as Vice president through the end of the year. Tara asked questions regarding the secretary position and taking minutes. Sylvia stated that she records the meetings on her phone and then transcribes them later at home. Once she has them transcribed it is sent to Chance and Jane Ann for review. Kelly C. mentioned that she would be willing to help out, but does not want to commit. Tara B. stated that she is willing to step into this role next month. It was agreed that Tara would take over as the new secretary in April with Kelly C. as the back up.

Chance stated that in 2019 we had a budget committee that set limits for the different items that we need to pay for throughout the year. Chance stated that in the past, we had an audit committee that would go through the individual clubs to make sure they are meeting guidelines set forth by Purdue. Jane Ann stated that in the past few years we have had an outside individual perform these audits. This is something that needs to be taken over by the BOD again.

**4-H Food Stand Chair & Exhibit Hall Chair.**

Clint is willing to take care of doing the ordering for all items needed to stock the food stand, but cannot commit to being there to open and close the stand each night. JJ mentioned that she has put in for vacation during the week of the 4-H show and as long as that goes through, she would be willing to do the lunch, and open and close the food stand. She hopes to have an answer by the next meeting.

Jane Ann explained what they are looking for as far as an Exhibit Hall Chair person. Someone that is willing to be there to help get things set up and coordinate where the projects will go, etc. Autumn R. stated that she is willing to help with this. She will just need to complete the volunteer process.

**By-Laws Update** - Chance would like to get a sub-committee together to handle the updates to the by-laws since this has not been done since 2018. JJ suggested that there be at least 3+ people on this committee. Tara volunteered to be on the committee with Chance, Josh, Kevin F. and Megan N. commented that they are willing to be on the committee as well.

**Spring clean up date -** tagging will take place on May 10 & 14, so it would be nice to have it done prior to then. Spring goat shows will be starting as well. Chance suggested April 16th with a rain date of April 23rd to get things done. It will be whoever can be there. Kelly F. made the motion that we go with these dates and get the word out to everyone. Jerry L. 2nd the motion. PASSED

**Fundraising report** - Tara reported that she has submitted for a grant to REMC as well as 3 others that she is currently writing. What is difficult is that she needs a project to write them for, not just to add to our coffers. So she is currently writing on the remaining balance of the new sound system. We have received a $5K donation to the fundraising fund that is not reflected in the treasurer’s report this month. Scott A. mentioned that there were some Horse & Pony wishes that were tabled last year because the money was not there that maybe we could use one of those projects to write a grant towards. They were wanting a covered announcer's stand, stalls on the south side of the new Rabbit/Poultry barn, etc. Tara is willing to write for these projects, but we need some additional information for these types of projects. Quotes to complete the projects will be needed, etc. Brent B. said that we did have quotes for them, but they are probably no longer valid. There would need to be more input on these projects from those involved.

Jerry L. asked if we could get an estimate on putting in electric and water hook-ups in certain areas on the grounds. At the goat shows they have people asking if we have available camping sites that they can rent for the weekend while participating in the shows. This could be a project that a grant could be written for. This will need to be discussed with the grounds committee as well as with the city parks dept to see if this is possible. There was discussion at one time that maybe when the carnival is in town that maybe they could utilize them as well. Jon mentioned that there is already a 2” line already up to the grounds. Chance stated that the grounds committee will meet after the BOD meeting. Brent stated that there are other things that need to be done on the grounds so the BOD would need to set a priority for which ones get done first. Brent mentioned that it has been mentioned again about having a 2nd loading/unloading area on the south end of the swine barn with a road that would run from the rabbit/poultry barn to the south parking lot. He is asking if this is something that we wish to pursue and he is willing to get quotes to complete this project. Chance mentioned that there are items regarding the exhibit bldg that need to be addressed, but those can be discussed in the grounds committee meeting after.

Chance thanked Luis for what he is doing with the Teens As Teachers program. Jane Ann mentioned that this group will be available to all clubs.

**Trips** - Chance went over the trip summary. It was stated that the parents would be responsible for the cost of getting their child to/from campus or wherever they need to go for the trip that they are selected for. Chance reported that there are 6 4-Her’s wanting to attend Round- Up, 2 applied for the CWF trip to Washington DC, and one applied for 4-H Academy. The grand total to send each 4-Her on their trip would be $4,260. It was stated that in 2018, we did spend $4,680 on trips. These trips are fully funded through the money received by the county commissioners for 4-H Programming. Scott A. mentioned that we need to get back on track with our budget figures. Tara asked if there was enough money from the county to fund all these trips and still have additional money for more programming fees later down the road. Jane Ann mentioned that some of the Tractor Supply money that we receive each year that needs to be applied towards camp fees or leadership type fees was used to pay for the Teens As Teachers program. JJ Arney made the motion that we send the kids on their trips, Jerry L. 2nd the motion. PASSED

Jon C. mentioned that there is a new animal ordinance for the city of Washington. It’s basically for animal control so they know who has livestock (Poultry through all hoofed animals, non domesticated). They want to know who has them and how many they have. Jon mentioned that 4-H needs to be exempt from this as well as the Saddle club. Jon stated that for those that have these types of animals in the city limits that once the animal dies, they would not be allowed to get new ones. Nothing has been decided as of yet. JJ stated that this is not a permanent residence for these animals so it should not affect us.

Jon C. mentioned that the Mayor and Kip are all on board with the city mowing up around the fairgrounds. Jon said that they would mow every time that they mowed the city. Jon asked if there was an estimate on what mowing would cost if we were to have it mowed. The last time we paid for mowing it was $125 each week. Jon said he would get with Kip again on the cost.

Autumn brought up the showmanship situation and not having the judge place more than 1st place. She is asking the BOD to reconsider this. She does not see the harm in placing more than the top person. Autumn stated that it does not have to be done for every species if there are not enough kids to do this. She stated that the amount of kids that participate in showmanship each year is huge and it’s not about the amount you pay for your animal it’s based on the kids. Josh stated that there are some species where there are not enough kids participating to place 1-5, but in some the participation is greater. The BOD is trying to keep things the same across the board. JJ mentioned that maybe we set a certain percentage of entrants to place in the top 5, maybe have several heats and pen the top 3 participants and then bring them all back out to pick the top showman. In swine there may be several heats because of the number of kids participating. The judge may pen those kids that they feel are doing exceptional in that heat so that is some type of acknowledgement to that participant. Chance stated that there could be an instance where if you have it for one species and not the others, what if those kids in the other species come up and ask why they did not receive the same. The question came up that if you order the banners for those winners and then you do not have the numbers to participate then you have purchased banners and they are a waste. Swine and cattle asked for this in the livestock meeting last November and the others were against it. This for top 5 picks for both showmanship and grands. Scott A. mentioned that it all depends on the judge as to whether they want to pick the top 5 or if they just want to place the top one. It was brought up that it doesn’t have to be a banner, it could be a brush, bucket, etc. JJ asked if this could be dealt with by the judge and asked them if they’d like to place the top 5 or just the top 1. It was stated that not everyone should get something for participating in showmanship. Chance stated that we are trying to get uniformity across all species instead of each one doing whatever they want. There was discussion as to how it was presented to the BOD the first time that maybe they did not understand what those individual committee’s were wanting. Josh stated how he presented it to the BOD and Chance and Scott both backed up Josh on how it was presented. Josh stated that most judges ask prior to the show what they need to pick for Grands, showmanship, etc. Josh stated that when it gets to the Senior level sometimes you have to place additional placings in order to get enough to participate in Round Robin. Lisa P. stated that there are some species that are heavy on awards that are given out. Chance stated that either Josh, himself or the chairperson of those committees will speak with the judge prior to the show and communicate with them the number of placings for showmanship. It was agreed that we would acknowledge those placings from the judge, but not with any tangible item.

Chance asked if there were any further discussions on how we started the night by talking about separating the 4-H from the grounds. Scott stated that we know more now that we did prior to the meeting. He stated that if someone wanted to rent the building for an event and they wanted to have alcohol in the past we could not do that, but that is not the truth. The BOD has more control over rentals than what they think. Scott stated that this was a good conversation to have prior to building a new exhibit building. Luis stated that when COVID started that there were guidelines handed down from Purdue and that is how it was presented to the BOD. There was not much of a choice on how things were handled. He stated that Purdue backtracked on a lot of things and they were not told about them. Now things are handled on a county by county basis. Luis stated that they were trying to protect everyone to make sure participants didn’t get in trouble or dismissed. Scott stated that we are not blaming anyone and that there were mistakes made. Luis stated that they were doing the best that they could and be black/white and this is what we are required to do in order to have these shows. Luis stated that there were a lot of people that didn’t agree with what had to happen, but they stepped up and wrote safety plans, etc. just so we could have the show. Luis also stated that the Extension Office is open to everyone if they wish to discuss things that are happening. Tara mentioned that she had put in her notes to call Dubois Co. and get a copy of their rental agreement as well as several others to see what they have in them regarding the alcohol policies. Luis stated that the office appreciates all the BOD had done in the past and if there are issues to please come in and talk. He stated that there are some things that are not negotiable as far as the clubs are concerned, but there is more leeway for the use of the grounds.

Kelly C. made the motion to adjourn the meeting, Tara B. 2nd the motion. Meeting adjourned at 9:43 pm.