

4-H Peace Region Council Fall Meeting Agenda

Saturday November 7, 2020 @10:00 am

Sexsmith Curling Rink 9913-99 Street, Sexsmith, AB (upstairs)

- 1) Call to order at 10:06 am
- 2) Pledge
- 3) Introductions around room, name, club, district and positions
- 4) Approval of Agenda – Sandy Richardson made a motion to approve the agenda with the amendment of adding under new business J) Scholarships and K) Changes to the Bylaws. The motion was seconded by Paul Franz, motion carried.
- 5) Minutes of the April 25th Meeting – Emma Lambert made a motion to approve the minutes of the April 25th meeting that was distributed by email. The motion was seconded by Liam Mason, motion carried. (attached again here)
- 6) Minutes of the Executive Meeting September 9, 2020 – Ashley Heft made a motion to accept the meeting minutes as read by Hope Kristensen; Nora Paulovich seconded the motion, carried. (attached here)
- 7) Business arising from the minutes
 - a. Update on 4-H Alberta Structure/Welcome Marisa – Nora started
 - i. Board has been put in place and the CEO and Staff all hired
 - ii. There are now 5 Areas instead of the 7 Regions, and the areas have Area Coordinators. Marisa in now ours, and our area has not changed
 - iii. Commit to Kids – all leaders are required to have, asap
 - iv. Leadership Screening is now every three years so ensure leaders are checking their status on the 4-H Website
 - v. November 21, Uncover the Leader in You at Camrose still a go, as area is not on the “watch list” and not a social gathering.
 1. There was a discussion regarding the definition of Social Gathering, Marisa stated that 4-H Alberta uses the Alberta Health Services website, No mingling, sitting and a learning environment equals meeting not social gathering. Please follow the AHS website for all recommendations.
 2. Covid Waiver’s once registered, will be sent to all registered members to complete, - it is a general and is good for year. Need to have 14 days between events to ensure if sick that not sharing and spreading.
 - b. 4-h Peace Region Program Plan (attached here)
 - i. 4-H Peace Region Plan as of now
 1. November 21st – Uncover the Leader in You – Camrose – Full at this time

2. November 28th – Frosty Fest – Saskatoon Lake Hall
 3. December 1st – Provincial Registration Ends
 4. December 15th – Leadership Screening to be Completed
 5. January – Regional meeting to be decided later
 6. January – Beef Congress cancelled
 7. Winter Camp – beginning of February
 8. March 13th – Country Classic 4-H portion
 9. March – Provincial Communications
 10. April 17th – Peace Prospect Show
 11. April 24th – Spring Rally
 12. April 24th – Uncover the Leader in You – St. Albert
 13. April – Regional Meeting to be decided later
 14. May – First week normally – Selections
 15. May 1st – Highway Cleanup
 16. May 5th – Peace Region Scholarships
 17. May 15th – 4-H Alberta Scholarships
 18. CIT currently running now online – almost done
 19. New CIT moved to YLEAD Provincial training coming up, one November 21st at Camrose.
 20. Summer Camp – July 25- 30th Tentatively booked – Regional Camp – Lake Artaban
- ii. Winter Camp – Marisa informed that the Bear Lake Camp is tentatively booked however no over nights are currently allowed, so if we cannot then the Council, committee may need to explore different day options. Ashley suggested to hold and keep booked for now and if needed look at a 2 day drop and pickup event. Jackie asked if potential to do it virtually, just in case and Ashley offered to volunteer to assist.
- c. Commit To Kids
 - i. Need to have completed this year, part of the new requirements of Leadership
 - ii. How to assist and promote within region as all Leaders are required to have
 1. Suggestions that Key Leaders take a role in gathering information from Club Leaders? Only 3 Key Leaders in Region, GP District has 2 and Valleyview District has 1.
 2. Cathy Botten will talk to the Ambassadors to see about creating Facebook Challenge to help stimulate discussion and gather info.

8) Correspondence

- a. Letter from 4-H Alberta to all club leaders, districts and regions, regarding the age restrictions with Highway Clean-up as the Alberta Department of Transportation and Highways stated that members and volunteers attending this event must be 9 years or older. And that there must be 1 adult per every 2 children 14 years of age or younger. Not following the restrictions could result in losing the Highway Cleanup event as these rules are put forward by the Government and are a requirement.

- 9) Treasurer's Report as presented and read by Paul Franz (attached are the Financial Statement, Budget, and Profit and Loss)
- a. On the Financial Statement, the GIC ending in 7600 was reinvested on a short term basis for .08% as the long term interest was not high enough to lock in, and then when mature can check for better rates.
 - i. Nora Paulovich stated she has a small fundraising check for the Region from Vesey's fundraising seed program from the 2019-2020 year.
 - ii. There is no interest on the accounts since Covid noted, Paul Franz has inquired with ATB on this matter, as also noted that the Valleyview and Grande Prairie District has stated the same. Paul Franz will report back to the Council once he has received answers.
 - iii. Paul Franz made a motion to accept the Treasurer's Report as presented, Jackie Cuthbertson seconded, motion carried.
 - b. There was an online emailed motion made during the August and September 2020 period to contribute funds to the retiring Provincial Committee members that was carried and passed. Noting the minutes as funds were released.

10) Reports

- a. District Reps
 - i. Grande Prairie as presented by Torann Mecham, First meeting held and dates set for the Xmas Party, Communications and other event however now everything on hold due to the Watchlist and social gathering regulations as per AHS. Frosty Fest is being held in the Grande Prairie District and the Key Members are assisting.
 - ii. East Peace as presented by Liam Mason, there is 4 clubs this year, and have already held first meeting. Lots of different projects and working on Leadership skills like the Commit to Kids.
 - iii. Mackenzie as presented by Lain Franz, has not had their first meeting, scheduled November 19th via Zoom. 1 club has registered and there are 2 in process. Of course, exploring Covid alternatives.\ for programs and events.
 - iv. Valleyview, as presented by Jackie Cuthbertson, 3 clubs with an upswing in membership, already had first meeting and a newer younger council. Weigh in tomorrow, November 8th, and an interesting fact they have a Cat project this year.
 - v. North Peace as presented by Sandy Richardson, the Fairview Livestock club has folded but there is a new equine club.
 - vi. Central Peace, no one attended meeting.
 - vii. Vermilion, no one attended meeting.
- b. Casino Report, as reported by Paul Franz, Sherry Franz was the Casino Representative, however unable to continue, so Paul Franz has resumed position.

- i. 4-H Peace Region is scheduled to have a casino the 2021-2022 year, however unsure how that has affected the time schedule with Covid. Waiting to hear more from the AGLC (Alberta Gaming and Liquor Commission).
- c. Provincial Beef Advisory Committee – as present by PBAC committee Chair Person Paul Franz.
 - i. Wording has moved from Policy to Standards
 - ii. Reviewed the last meetings and can email out as requested the new Standards (attached the new Beef Project Standard and the Carcass Standard).
 - iii. Note - cows are the project, not the calf so the calf does not have to be castrated).
 - iv. If not noted in the Standards then up to the Region, District or Club Standards.
 - v. On the 4-H Alberta YouTube, there are lots of videos on projects, all projects to watch and learn from.
- d. Provincial Equine Advisory Committee – as presented by Hope Kristensen, PEAC representative.
 - i. Have had about 4 or 5 meetings over the last month. Some of the key elements are the Helmet requirement of the new Standards.
 - ii. Working on a provincial survey to identify and list Certified Assessors, need name and contact information forwarded to Hope Kristensen.
 - iii. Loss of the DVD's which was the best program, it is available on the YouTube channel, however the DVD works best as can be run in the Arena's not requiring Wi-Fi. The old format cannot be copied or remade so looking at moving to USB format, then clubs will pay cost of the USB stick and mailing.
 - iv. Looking to create a webinar series to specific needs of leaders but there are some on the YouTube Channel.
- e. Provincial Sheep Advisory Committee – as presented by Megan Marling, PSAC representative.
 - i. As like other Committee's lots of new changes, Standards
 - ii. Tail docking Standards amendments now to a national code instead of just under a veterinary.
 - iii. Standard changes to sale can only be one of the market sheep, or market lamb, or a pen of three with a minimum weight requirement of 90lbs (for any of the pre-mentioned projects).
- f. Provincial Life Skill Advisory Committee – as presented by Ashley Heft, PSALT representative.
 - i. Meeting Monthly, working on 5 new programs planning to be rolled put by January.
 - ii. Planning two Provincial Science Fairs, one in Edmonton and in Calgary at the Science Center's.
 - iii. They are working on a Financial Competition like the University of Lethbridge has run in past which will be focused on members that are entrepreneurs or business owner forward minds.

- iv. Archery Provincial Mail Match
 - v. Looking at doing a Consumer Marketing Judging Program
 - vi. Working on creating a Provincial Judging Program, then it will go from Province down to the Club, one clean set standard. Working on Judging Webinars for the program, but need help with the technical side, like webinar programing. Please reach out to Ashley Heft, on the contact list.
- g. 4-H Peace Area Coordinator – Marisa Mellon presented, not much else to add over the Commit to Kids, except that memberships and club registrations are still coming in until December 1st, membership seems the same but clubs are at the 16 from the 28 last year, so far.
- i. Marisa is available Monday to Fridays during day however aware that Clubs function evenings so has an open availability, will always assist where she can.
 - ii. Discussion regarding memberships and why seeing increase of members, even if less clubs. The moving to rural areas and different mindset of what 4-H can offer. The advancement of PSALT and the virtual abilities makes 4-H a great youth connection.
- h. Provincial Council Representative Nora Paulovich presented newest updates:
- i. Commit to Kids Importance
 - ii. The in-term Board until Spring
 - iii. 4-H Council still active as they are need to finish the Government expenses report
 - iv. New Website up and running, feedback has been great, user friendly, and is a work in progress still. Live interactive calendar.
 - v. Scholarships, virtual meetings.
 - vi. Provincial level, so far clubs and memberships on that level are similar to last year.
 - vii. New creative measures being taken on provincially and across the areas and districts, clubs due to COVID and delivering the program.
 - viii. Kubota has come on as a new Provincial Sponsor.
 - ix. Development of a “sampler” 4-H program to showcase what 4-H can offer to new members, engage more than they can find projects they like and link them to the closest clubs.
 - 1. Survey from completion, explaining what 4-H is and can do
- i. Exchange Representative, not in attendance, however with COVID it is not an option.
- j. Camp Artaban Representative, not in attendance, Marissa will reach out to Sally Barkwell to see if there are any updates.
- k. Ambassador Representative Ashley Heft presented, if any clubs require assistance, please reach out as they can help in a lot of different ways.
- i. Ambassadors Brinn and Ashley are assisting with Frosty Fest with the Grande Prairie District Key members.

- ii. Side Discussion for the Ambassadors – Ambassadors not sure where they fit in as they are no longer members and yet not had any new Ambassadors as there were no Selections this year.
- iii. Alberta 4-H responded that as the Ambassadors are over 18, and they are in a Leadership position that they will be required to be screened and complete Leadership Screening.

11) New Business

- a. Regional Membership Fees
 - i. After round table discussion, Jackie Cuthbertson made a motion for the 2020-2021 year that with current projection of income and expenses, that we will not require a Regional fee. Liam Mason seconded the motion, motion carried.
 - ii. And as per the By-laws, normally reviewed for the following year in the Spring meeting for the following term, so will review again then for the following term so that all Districts are aware before the new year what will be needed for fees.
- b. 4-H Peace Region Zoom Account, Area Coordinators have 3 active accounts for the province and they can be booked for meeting, but need to be booked in advance and goes by when booked and priority of the Region over the District over the club. The Area Coordinator, Marisa Mellon, can book for you. Marisa will look into what the Area Coordinator Accounts are capable of, the size, etc., so that we can determine if this will be good enough.
 - i. Paul Franz made a motion to not purchase a Zoom Account at this time and to move to review at the January meeting if needed. As there is no agreement for money to be spent the motion is not required.
- c. Frosty Fest – Being held at Saskatoon Lake Hall November 28th
 - i. Cathy Botten asked Marisa to book the Zoom Account for that date.
 - ii. Torran Mecham presented that they will be hosting a craft activity, judging component, Beyond 4-H presentation, Communication presentation, executive breakdown in the format of Monopoly, “Break Free” theme.
 - iii. Subway lunch planned as can follow the Covid rules from AHS, the hall can hold 50 people, meaning about 10 leaders and planning committee and then the 40 members.
 - iv. Discuss as of registration fee, Cathy Botten has proposed no fee, as if it needs to go virtual the only cost if within budget already, and the fee would have only covered the lunch if live.
 - v. Will set up a virtual registration, that way the more the merrier, no capping if Virtual.
- d. Leader Learning Days – since there is no in person at this time, holding and waiting can plan for both, Webinars
 - i. Can do Leadership Level 1 and 2, however then learned that the Leadership Level 1 is Commit to Kids now and the Leadership Level 2 will be the Youth Safety Program rolled out from 4-H Canada.
 - ii. Other ideas included How to do a Virtual Workshop

- iii. How to Tech in Zoom world including other technical applications, Ashley will assist.
 - iv. How to Host a Communication Event
 - v. Mental Health and 4-H
 - vi. Breakout Projects – Lane Franz stated he would assist
 - vii. Not sure of a date, but can be looked at in January
- e. Fundraising Ideas – some clubs needing ideas as they still have the same overhead for club projects (rentals and instructors)
 - i. Indigo or Mixing Spoon (cooking and etc.)
 - ii. Tupperware, Scentsy, Pampered Chef
 - iii. Seeds like Vesey or Growing Smiles (Plants)
 - iv. Raffles, but need to be a registered Society, and license through AGLC (investigate much more deeply as there is a lot of regulation)
- f. Policy Reviews – Full review as they are no longer called Policies but Standards (attached as reviewed and approved).
 - i. Sandy Richardson made a motion to accept the changes to the Standards as completed and Ashley Heft seconded the motion, motion carried.
- g. Inventory 4-H Peace Region Assets
 - i. 4-H Alberta is encouraging all Regions, Districts and clubs to ensure that property is all noted and recorded, and look at a secure location for storage as there has been some bad situations, not here, but could occur.
 - ii. Shed is currently stored at Paul Franz Farm in Grimshaw, with a detailed 14 page list of assets and inventory.
 - iii. Emma Lambert made a motion to keep the 4-H shed and contents at Paul Franz’s farm and to discuss at the Spring Meeting as we will need to go through Inventory list and determine what is kept, disposed of, or distributed to Archives. Jackie Cuthbertson seconded the motion, motion carried.
 - iv. Sandy Richardson made a motion to create a Standard to Review at the Spring meeting “Storage of Regional Assets”, Ashley Heft seconded the motion, Carried.
- h. Post Office Box – no longer have one as it used to be held at the Government however as the separation of government and 4-H Alberta and a new box is required.
 - i. Paul Franz made a motion for the Peace 4-H Region to have a box acquired in Grande Prairie, near the Area Coordinator, and JD Dennis seconded, motion carried.
 - ii. Marisa the Area Coordinator will get the box once the official minutes are completed.
- i. Ambassador Plaques – need updated, has been in storage since movement of the Coordinators and offices so it will need to be updated from the 2017-2018, 2018-2019, 2019-2020 year.
 - i. Paul Franz will get completed but the Region needs to have some ideas of where to showcase it, however they can be used to highlight at events.

- j. Scholarships – Marisa Mellon Presented
 - i. Our Region is the only one that is requiring reference pages and stated that being marked on the reference letter. However in the April meeting this was changed in our Minute Meeting Notes.
 - ii. Ashley Heft made a motion to amend the requirements to remove the reference letter to a 500-1000 word essay with the Scholarship committee to decide what the essay requirements would consist of. Jen Greshner seconded that motion and it was carried.
- k. By-Law Changes (as added to Agenda by Cathy Botten as last minute addition)
 - i. The Electoral years got out of sync and need to be amended to ensure accuracy in the electoral process.
 - ii. Sandy Richardson made a motion to adapt the By-Laws to show that the President and Vice President Elections are to be held on Even Years, and the Secretary and Treasury elections are to be held on Odd Years. Jackie Cuthbertson seconded this motion and was carried.

12) Elections of Officers

- a. President – Paul Franz nominated Cathy Botten for a second term, Cathy Botten let her name stand, and Hope called for nominations once, twice, closed nominations. Cathy Botten is President by acclimation.
- b. Vice President – Emma Lambert Nominated Hope Kristensen and Hope Kristensen let her name stand, and then Hope called for nominations once, twice, closed nominations. Hope Kristensen is Vice President by acclimation.
- c. Treasurer Trainee – Jackie Cuthbertson nominated Megan Sarling. Megan after a conversation with Paul Franz regarding the details let her name stand. Hope Kristensen called for nominations once, twice, closed nominations. Megan Sarling is the Treasurer Trainee by acclimation.
- d. South Peace Director – Ashley Heft put her name forward for the position; Hope Kristensen then called for any more nominations once, twice, closed nominations. Ashley Heft is the South Peace Director by acclimation.
- e. Camp Artaban Representative – As Sally Barkwell is the current representative, we messaged her to see if she would let her name stand. Sally Barkwell responded that she would. Hope Kristensen called for nominations once, twice, nominations closed. Sally Barkwell is the Camp Artaban Representative.
- f. Provincial Camp Representative – Ashley Heft put her name forward; Hope Kristensen called for nominations once, twice, closed nominations. Ashley Heft is the Provincial Camp Representative.
- g. Regional Camp Committee – Names put forward and accepted, Torann Mecham, Cathy Botten, Paul Franz and Quinn Best (not able to attend but asked to be put on a committee with Torann). We will also see if Nicole Hornett would like to be on the committee as she has expressed interest.
- h. Regional Scholarships and Bursary Committee Representatives – these are to have two each from each district placed and forwarded to the Region and Marisa Mellon.

- i. Please note that these forms can be found on the website under the Club, District and Regional forms, listing who is on what positions and committees.
 - i. Casino Representative – Paul Franz let his name stand and Hope Kristensen called for nominations once, twice, and then closed nominations. Paul Franz is the Casino Representative.
 - j. Provincial Equine Advisory Committee Representative – Jen Greshner asked to have her name removed as the co-chair on that committee leaving Hope Kristensen as the one standing member. However noted in the April 25, 2020 minute meeting notes, it was noted and recorded that Hope Kristensen is the one Committee Representative and no motion is needed.
- 13) Setting Winter and Spring Meeting Dates
- a. Winter Meeting is set for the January 30th, 2021 at 10:00am by Zoom
 - b. Spring Meeting is set for the April 10th, 2021 at 10:00am at either Fairview or Grimshaw (need to find available location with COVID protocols) and will be available on ZOOM as well (booked with Marisa already).
- 14) Jackie Cuthbertson at 2:44pm made the motion to adjourn the 4-H Peace Region Council meeting, motion carried. Adjourned.