



**CANADA**  
4-H Saskatchewan

## Saskatchewan 4-H Council Board Meeting

Saturday, May 6/2023 | 8:30 AM | Zoom

<https://us06web.zoom.us/j/88607079010?pwd=aFozZzAwK3F6NWZUWjlnM1htSWZzQT09>

**Chairperson:** Jason Frey      **Secretary:** Robyn MacNiel

**Committee:** Jason Frey, EO; Aubrey Eaton, EO

Mike Kirzinger, Dwayne Summach, Robyn MacNeil, Susan Avramenko, Louise Sroka, Trena Hoffus-Preston, Stacey Hawkins, Austin Olson, Joanne Richmond, Kristin Caldwell, Scott Downie, Krystal Spray

**Regrets:** Danica Kiefer, Kylie Mackie

---

## Minutes

- 1. Committee Introductions and Roll-Call**      Jason called the meeting to order at 8:35am.
- 2. Call to Order and 4-H Pledge**
- 3. Approval of Agenda with Power to Add**

**Motion carried.**

### 4. Consent Agenda

The following items were circulated with the agenda:

- Minutes – March 19, 2023 (see below)
- Chair's Report - Verbal
- Development Report
- Advisory Council Report
- Discovery Program Report

**Motion:** THAT all of the consent agenda items be accepted as circulated.

**Carried**

### 5. Conflict of Interest Declaration

*This item has been added to the Agenda to provide directors an opportunity to formally declare any conflicts.*

**Mike, Trena, Stacey, Robyn, Jason and Joanne identified as having a conflict of interest for a scholarship. Austin applied for scholarships.**

### 6. Unfinished Business

**None.**

## 7. New Business

### a. Volunteer Screening List for Approval (see attached)

**Motion:** To approve screening list.

**Carried**

### b. Mileage Rate for Volunteers

Current Rate is \$0.25 per KM. Do we want to increase this considering the increase if fuel prices?

**Motion:** To increase mileage rate for volunteers to \$0.40 per KM

**Carried**

### c. 4-H Canada Updates

1. Leadership Summit – verbal update from those who attended.

Stacey, Jason and Aubrey spoke in high regard about the Leadership Summit. Good discussions with other provincial leaders. Great networking overall. Aubrey had very informative discussions with other provincial ED's.

### d. Foundation AGM

1. Foundation board is considering the long term viability of the current 6% payout to the Council. Should they increase the risk level in the investment portfolio or decrease the amount paid to the council. Meeting will be held in June 2023 to decide on this issue.
2. Foundation board would also like a board handbook (much like the Council has). I will prepare a draft of this for the Foundation meeting in November 2023.
3. My question is what value does running a separate Foundation bring. The 4-H council is now positioned to be a charitable non-profit (no more government employees).

Aubrey will discuss possible downsizing of Foundation board. Will bring back finding to us in the fall.

### e. Strategic Planning

1. Board needs to do strategic planning this year (3-yr rotation). We have applied for Grant Funding to pay for this (approval pending).

Aubrey is more involved in committee meeting. Will discuss more about strategic planning in the fall.

## 8. Risk Management

### a. Code of Conduct Violation

1. Underage drinking at AGM
2. Girl in boys room at AGM

A couple of incidents came to light. There is no proof of said incidents happening. Aubrey did have discussions with the member's parents who were very receptive. Aubrey suggests

1 year probation with no overnight events to those guilty parties.

**Motion:** 1 yr probation for those involved in drinking from all 4-H overnight events

**Motion carried.**

Will tag those members for future things like scholarships or awards or big events like summits and conferences.

**9. 4-H Saskatchewan Update**

Management will provide an update on progress against targets set in 2023 Business Plan. There is opportunity to discuss and for questions/answers.

**Receive for information.**

Aubrey likes strategic format. 4-H booth will be shared with Farm and Food Care. They have VR sets which will have children around the booth. Mel will be writing performance reviews and getting more involved with that process. She will be doing Kaitlyn's shortly. There is still positivity within the staff since staffing changing. Vacation days are being discussed with staff. The office will possibly close for 1 week during summer camp for staff to attend.

**10. Committee Workplans**

**Finance:**

<b>Chairperson: Stacey Hawkins</b>			
Performance Goal	Activities	Timeline	Person Responsible
Performance Goal	Activities	Timeline	Responsible
Monitor financial performance	Review financial report at quarterly finance committee meetings	January, May, August, October meetings of the committee	Full Finance Committee
Oversee Audit Process	Meet with auditor prior to AGM to review	March	Full Finance Committee

	Financial Statements		
4-H Foundation Relations	Representative form the Finance Committee (Mike) will attend all Foundation Board Meetings	June, November	Mike

**Governance:**

<b>Chairperson: Jason Frey</b>			
Performance Goal	Activities	Timeline	Responsible
Gather Quotes for the strategic planning and board governance session	Find 3 facilitators willing to quote on the service	Grant funding report to committee by July 15/23. Quotes to committee by Aug 30/23. Board session by Nov 30/23	Aubrey
SARC Board Training	New board members to select from 14 available modules	Aubrey to pay for SARC membership	Aubrey/New board members
Investigate role of 4-H Foundation and if it would be worth-while to merge with 4-H Council	Discuss at Finance Committee Meeting and at full board meeting. Gather legal opinion/cost/liability issues if full board wants to proceed	May 6/23 board meeting	Finance Committee, Full Board

Jason was notified by other 4-H Presidents that he should not be chairing any committees so someone else will need to Chair the Governance committee in the future.

**Selections:**

<b>Chairperson: Kristin Caldwell</b>			
<b>Performance Goal</b>	<b>Activities</b>	<b>Timeline</b>	<b>Responsible</b>
Increase Hall of Fame nominations	Change deadline requirements	October 2023 meeting	Committee & staff
Modernization of scholarship application	Seek new platform	October 2023 meeting	Staff
Create new Future Farmer Award	Create award qualifications. Idea: General leaders nominate members. Opportunity to create awareness and grow Field Crops. Explore sponsorship potential. Target younger members.	October 2023 meeting	Committee & staff
Promotion of Scholarships- Alumni	Determine which are available and promote to alumni	Early 2024	Staff

**Program Policy:**

<b>Chairperson: Louise Sroka</b>			
<b>Performance Goal</b>	<b>Activities</b>	<b>Timeline</b>	<b>Responsible</b>
Review Policy due in the next 12 months  - October- Curling - Rules Regarding Livestock Shows	Review & make suggestions for change	October 2023 & January 2024 board meetings	Committee
Curling Review- Draw requirements & game forfeiture- Provincial Events	Review requirements and make suggestions for best practices	October 2023	Louise bring to committee draw requirements- all committee members to review forfeiture rules
Suggestion forward to amalgamate Governance & Program Policy Committees	Create recommendation & reasoning for presentation	October 2023 board meeting	Committee + ED
Discover Program Policy review	Review and update policies	October 2023 board meeting	Melodi with committee

## 11. Committee Reports

The Chairperson of each committee is to provide a **verbal report** to the board on the work of the committee. They are asked to include any highlights of the meeting or areas of significant discussion, the decisions that were made within their authority, and the actionable items that have come from the meeting, including recommendations to the board.

Committee Chairs gave workplan reports.

### a. Finance.

#### **See: 2023 Q1 Statements**

Stacey Hawkins. No questions or discussion.

### b. Governance

Jason gave report. Trena made a motion to amalgamate program policy and governance committees. Discussion was had and Susan suggested that the Board should wait until the new 4-H year as those committees are in place and have already gotten together to make decisions. She suggests waiting until the fall when the new 4-H year begins.

### c. Selections

Kristin gave report. Scholarship and Travel/Awards committees will have sub-committees within the selections committee. There were 40 completed scholarship applications, 16 incomplete and 3 with broken format. The incomplete had things like missing dates and leaders' declarations. They decided that all applications will be adjudicated except the late ones. Incompletions will be graded. Applications will be adjudicated by June 1st and then Selections will have another meeting to select winners.

### d. Program Policy

Louise gave report. Curling issues for provincials came to light. There may need to be rule changes made. the beef manual will be reworked in-house using the 4-h Alberta beef book as a guide. Possibly incorporating digital resources. Simply Ag Solutions will be donating \$18,600 to the project. Hopefully ready by 2024 year. Light Horse should be finished first draft by end of June. Possibly ready to disperse in the fall.

**Motion:** To amend her previous motion to amalgamate the program policy and governance committees today and wait to vote on the merge until the 2023/24 4-H year.

**Carried**

**Motion:** Policy Program committee suggest amending resolution #1 submitted by District 10 by adding "Regional". Be it resolved: That all beef cloverbud members that pay a full membership fee have access to taking multiple beef projects. If a Club, District or Regional show wants to limit numbers at their show then it must be disclosed in their Club, District or regional show rules at the start of the membership year.

Carried

**e. Nominations & Resolutions**

No activity for Nominations and Resolutions

**12. Committee Recommendations**

- a. That the resolutions passed at AGM be implemented into 4-H policy.

**Motion:** THAT the Committee reports be accepted as presented.

Carried

**13. Correspondence & Other Business**

Aubrey brought forth the possibility of re-branding AGM. There is the possibility of getting funding from AAFC to offset the cost but the money will not go towards an AGM but could go towards a leadership conference with AGM as a very small part. Can also merge Leaderama into the weekend.

**14. In Camera**

- a. ED Present
- b. ED Excused

**14. Check-In**

Jason will set a date with Aubrey to go over performance review.

**15. Next Meeting**

Doodlepoll will be sent out soon. It will be an in-person meeting in Saskatoon in October.

**16. Adjournment**

**Motion:** To adjourn the meeting.

**10:20am**

**Carried**

---