



**Saskatchewan 4-H Council Inc.**  
**Meeting of the Board of Directors**  
**October 12, 2019; Provincial 4-H Office**  
**CORPERATE MINUTES**

<b>Present:</b> Clint Panter, Stan Figley, Brittany Stepp, Cera Youngson (EO), Glenn Gress, Leah Clark, Tammy Rumpel, Nora Schock, Cameron Choquette, Alvin Pawlitza, Kati Culbertson, Leslie Penner, Annaleigh LeBruno, Tara Malinowski, Emily Letendre.	<b>Regrets:</b> Mike Kirzinger
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Chairperson: Glenn Gress

Secretary: Cameron Choquette

**1. Call to Order & 4-H Pledge**

President Gress called the meeting to order with the 4-H pledge at 1:10pm.

**2. Approval of the Agenda**

*THAT the agenda be approved as presented.*

CARRIED

**3. Conflict of Interest Declaration**

There were no declarations made.

**4. In Camera**

*THAT the meeting enter in-camera.*

CARRIED

*THAT the meeting exit in-camera.*

CARRIED

**5. Consent Agenda Items**

- a. *Minutes of July 21 and Aug 22*
- b. *MOA Report*
- c. *Advisory Council Update*
- d. *4-H Saskatchewan Update*
- i. *4-H Foundation Update*
- ii. *4-H Canada Update*
- e. *Ambassador Update*

*THAT the minutes, updates, and reports be approved as circulated and all necessary attachments form a part of these minutes attached hereto.*

CARRIED

## 6. Committee Meeting Reports

### a. Finance

Committee Chair Pawlitza presented a verbal report highlighting discussion around Q3 statements, the draft budget, and raising the membership fee. The 2020 budget will be presented to the Board after an additional committee conference call in December.

### b. Governance

Acting Committee Chair Malinowski presented a verbal report that included the Committee's discussion on changing directors terms of office, forming the risk management and nomination committees, and preparing for the strategic planning session. The Board assessment and ED performance review will be conducted by Secretary Choquette and will both be circulated in December.

### c. Selections

Committee Chair Schock presented a verbal report that featured several highlights on the work of the Committee. They are continuing to have discussions about increasing applications for awards and scholarships, promoting travel opportunities, and various improvements to selections procedures. The Committee also spent time discussing the 2020 Leadership Summit and chaperone handbook.

### d. Program Policy

Committee Chair LeBruno presented a verbal report on the Committee's discussion about project completion, resource review, and eligibility for the young horse project.

*THAT the committee reports be received for information.*

CARRIED

## 7. Committee Recommendations

*THAT the **attached list of recommendations** from governance, finance, and program policy committees be approved as presented.*

CARRIED

Note: Directors Letendre, Choquette, LeBruno, Malinowski, and Panter recused themselves for discussion and vote at this point in the meeting.

*THAT the Council approve the following recommendation from the Selections Committee:*

*COMMITTEE RECOMMENDATION: THAT the Committee recommend the Board approve to pay for 50% of the remaining five spots for the 2020 Leadership Summit in Ottawa, ON.*

DEFEATED

*THAT \$800 from the board training budget be used to subsidize the registration fees for the 2020 Leadership Summit for the five remaining spots.*

CARRIED

## **8. New Business**

### **a. Development Officer Presentation**

The presentation was delivered on October 10, 2019.

*THAT the presentation be received for information.*

CARRIED

### **b. Volunteer Screening Approval**

*THAT the screened volunteers be approved as presented.*

CARRIED

### **c. Risk Management**

#### **1. Incident Updates**

- a. *July 19 – cleanup at Ag in Motion (staff – near miss) Reported to BOD and AIM*
- b. *July 25 (Beatty Beef Achievement Day). Member was injured washing calf (kicked). Dislocated kneecap and torn ACL. Incident report submitted and insurance claim in process.*
- c. *August 28 – counselor slipped and fell at camp – did not hit head. Was limping and did not feel well. Contacted mother to pick her up who took her to doctor (pulled muscle).*
- d. *September 1 – counsellor behaviour towards camper at and after camp – described by other counselors as “bullying”. Possibly warrants being disallowed from counselling at future camps (pending another witness report)*
- e. *Small camp issues – created new ‘minor issue report form’ for this purpose to collect miscellaneous small issues at both north and summer camp – interpersonal issues, scraped shin, bathroom accident, falling fell out, homesickness, gossiping, not respecting other’s things, skinned knee.*

#### **2. Insurance Updates**

- *Cera participated in 4-H Canada Annual Insurance Discussion. Purpose of call is to annually bring us together around insurance topics, bring new supervisors up to speed, address policy changes, answer questions, and connect us with BFL personnel.*
- *An insurance guide is going to be developed so that provinces and clubs are aware of covered activities.*
- *Information about standardized incident reporting coming. 4-H Canada is demoing several databases. For now – incident report should be completed by*

*a leader/staff in charge. If an accident has happened, then there is a medical form (Industrial Alliance specific). Claims must be made within 365 days but should be done as soon as possible.*

- *We saw a significant fee increase – why? Should we expect the fees to increase more? The general marketplace for insurance has changed in the past few months – it is a hard market. There have been catastrophic losses in 2017 and 2018 (Fort McMurray fires, flooding) which have caused insurance companies to lose significant amounts of money and reconsider the types of coverage they’re willing to offer. Cooperators made it clear that they would not be insuring our type of operations. Able to share that Girl Guides and Dioses pay approximately what we are paying now, which have large abuse exposures. Our business is ‘locked’ in with Markel. BFL is cautiously optimistic that our rates will remain.*
- *We’ve been requested to formally designate an insurance contact – going forward this will be Cera. All certificates of insurance requests need to be directed through Cera. There is a certificate request form that needs to be completed going forward (waiting for BFL to provide).*
- *Need to build a culture that uses waivers for any events/activities where non-4-Hers are present (guests at 4-H programs).*
- *Significant discussion around vehicles – rental vehicles and personal vehicles. There is no 4-H vehicle/transportation coverage. If an accident happens, it will always come to your personal vehicle insurance. Liability is all on the individual transporting people.*
- *4-H does not have ANY coverage for livestock or transportation of animals. Recommend individuals purchase their own livestock coverage if their animal has significant value. Individuals should also consider livestock transit coverage if they are transporting their own animals and especially for transporting club members’ animals (suggested limit is the value of the animals). Clubs should ensure that any commercial haulers hired to move animals to/from exhibits have livestock transit coverage in place.*

#### **d. Strategic Planning**

Strategic planning will be held December 9, 2020 with Amanda Dauk from the Ministry of Agriculture. All directors are encouraged to make this a priority for attendance.

#### **e. AGM 2020 Overview**

Management presented a draft agenda for AGM 2020 and asked for feedback from the Board.

*THAT adult guests be permitted to attend AGM and other associated events.*

CARRIED

#### **f. Partially Sold Lottery Books**

*THAT clubs/districts/regions be paid 30% of all proceeds of unsold books for the lottery.*

CARRIED



**g. D10 Senior Survival Camp Report**

Director LeBruno presented a written report from the District 10 Senior Survival Camp.

*THAT the report be received for information.*

CARRIED

**h. 4-H Canada Accreditation Process**

Management discussed the accreditation process and the work that has been done so far to prepare for 4-H Canada's visit. Directors expressed frustration on the lack of support and communication from 4-H Canada.

*THAT the Board of Directors issue a letter to 4-H Canada outlining our concerns with the accreditation process.*

CARRIED

**9. Correspondence/Other Business**

The remaining business shall be forwarded to the next meeting.

**10. Next Meeting**

Conference Call: Call of the Chair

The next in-person meeting will be February 1-2, 2020 in Saskatoon, SK.

**11. Adjournment**

*THAT with there being no further business present, we adjourn the meeting at 5:30pm.*

CARRIED

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Chairperson

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Secretary