

Agenda & Volunteers Meeting 11/17/2008

1. Minute taker for this evening
2. Please pick up stuff in back of room.
3. Activity Reports: Share the Fund-raiser
4. Foundation Update
5. TLC Update
6. Club Charter --- Blank ones in back of room
7. Taxes – File with your personal taxes until a resolution is found
8. Chris

November 27 - 28 OFFICE CLOSED
 28 – 12/2 National 4-H Congress

December

2 Jr. Congress Reg.
2 District Council (Seminole County)
8 TLC Holiday Party
13 Goat Seminar (Terri Jones/Rita Rice)
25-26 OFFICE CLOSED

Minutes 11/17/08

Check the table in back of the room and make sure to pick up what belongs to you.

- **Activity Reports:**

Senior Share the Fun on 11/14. The event was 1 hour and 55 minutes and there were 17 acts. It was wonderful, all the kids worked hard, there was a full house. The 1st and 2nd place winners were hard to pick and there was a tie for the 2nd place. \$325 was raised from advance ticket sales and an additional \$300 was raised at the door, for an estimated total of \$625. Our goal was to raise \$600 so we exceeded it. There will be money for the Rookie of the Year and the Veteran of the Year scholarships at the end of the year (which will account for \$400) and we will have about \$200 left to use. Some of the clubs still haven't paid the \$10 to help support the food cost. We have \$190 from the clubs, which isn't enough. If you haven't paid or are not sure if you did, please contact Chris. He will have to tap into the money raised that evening if he doesn't collect the \$10 per club and we do not want to do that. Some leaders reported that the kids thought it was distracting to have food served during the acts and suggested that the food be served first because it wasn't fair to the performers to have all this activity going on in the audience during the show. Chris reported that we couldn't use Tavares Middle School's auditorium because they wanted to charge us \$700.

- Foundation Update: No one from the Foundation was present.
- TLC Update: Next TLC event is their Holiday Party on December 8.
- Club Charter forms: You need to renew your charter by filling out the “Annual Request for Club Charter” form **every year**. Most of the clubs have already returned it this year but some clubs still haven’t. The form was emailed to you a couple of weeks ago and Chris needs all the forms back by 12/4 so he can mail them to the USDA on 12/5, which is the absolute deadline. Without a charter, you cannot use the 4-H name or emblem for 2008-2009! If you use the form that already has an EIN number filled out, **CROSS IT OUT** and use your own EIN number. Contact Chris if you do not remember your EIN number. If you obtained a new EIN number, don’t forget to tell Chris because he has to keep track of those.
- Taxes: The IRS and the State of Florida haven’t come to an agreement yet about filling the IRS returns for clubs at the end of our fiscal year (August 31). In the meantime, please file your club returns at the same time as your personal returns. Fill out form 990EZ. Be sure to remember to use your club EIN number on the form, not your social security number.
- Audit Forms for 2007-2008: Chris needs those forms ASAP. If your club had a bank account last year, you have to fill out this form. It was given to you during the enrollment period for 2007-2008. Make sure your bank statements match your account records. **Keep all your receipts**, grouped by year. If you transfer or dissolve your club, you need to hand over all the receipts along with all your bank account documentation.
- Expenses: Try NOT to pay for supplies with personal funds and then get refunded by your club. This is a red flag for the IRS. Get a quote and then get a check from the club treasurer to pay for the supplies. Most companies still accept checks. Again, keep all your receipts.
- Chris will post a list online of what clubs needs to turn in what forms (registrations, volunteer forms, charter requests, fundraiser forms, audits, etc.)
- Horse Show: Chris didn’t attend because he was sick all week.

- Calendar:
 - The office will be closed for Thanksgiving, next Thursday and Friday.
 - National 4-H Congress November 28 – December 2
 - Jr Congress: forms are due by 12/2. Make sure that checks are made out to: **District 8 4-H Council**. There is some money from the Foundation for scholarships (probably about \$25-\$30 per kid if same attendance as last year). Chris will refund the participants by check after they have paid the fees. He won't know who is in what classes until 12/13.
 - Rabbit Seminar on 12/13
 - Office closed for Christmas on 12/25 and 12/26
 - Office closed for New Year's on 01/01 and 01/02

- Announcements:
 - Swine mandatory meeting:
 - This Thursday at 7 p.m. in the AG auditorium. Amy Perriman will speak
 - Alternate meeting on Saturday at 9 a.m. There will also be a program on this date.
 - Parents CANNOT attend the meeting instead of their kids. The kids HAVE to attend the meeting.
 - The back fat rule remains the same as last year. (no minimum back fat)
 - Pig check-in will be on January 9 from 12-5 p.m. (note that the book mistakenly states that it will be on January 2)

 - Chris is leaving to pursue career opportunities in Washington, D.C. His last day is 12/13.
 - Back on 9/29 he has asked for volunteers to help run some events. We need those volunteers to step up to the plate now. We still need record book judges, please contact the office if interested.
 - UF has already approved that his position be filled despite the hiring freeze and the hiring process will start hopefully within a couple of weeks. We hope to have a new agent by fair's time. In the meantime, Vera or Carla will be your contacts and they will consult with Deborah if need be.
 - We will still be having the monthly Leaders' meetings and Deborah will conduct them until Chris's replacement is found. We have over 700 kids involved in the program and we cannot do it without adult volunteers so please help.

 - The next Leaders' meeting is scheduled for January 26 (No meeting in December).

Happy Thanksgiving! /ncc