

## Indoor Committee Meeting Minutes

June 21, 2023

5:30 PM @ BHB

**5:32pm**

Upcoming County Events:

June

Fair Registration Closes 6/26 at 10:59pm

Superintendents - Check Record Books

July

Judging Sign Up Open July 5th-14th - using sign up genius, will send out an email next week with details. Discussed modifications for this year. 1 project per time slot unless approved by project superintendents. Presentations longer than 10 minutes may schedule two time slots. Instead of superintendents going out to get members when a judge is ready, everyone in the next group will be brought in at once (every 15 minutes) and will go to their assigned table for judging. Tables will be numbered. Chairs will be placed so members may sit as well. Will try to separate/privatize tables as much as we can to reduce distraction.

Judge Training will be held the Thursday before Fair

Indoor Committee Meeting before judge training

BHB Clean Out when container is delivered, need 10 adults.

BHB Clean Up & Set Up - Sunday before Fair

BHB Indoor Project Display Set Up after judging

August

Summer Camp - Luke shared about some of the plans. Lexi shared that there is 1 spot left.

October

Window Displays

National 4-H week

Hale Bale Contest

Awards Night

### Announcements

**4-H Pre-Congress** – July 11-12, 2023 – MSU Campus, Bozeman

**4-H Congress** – July 12-15, 2023 – MSU Campus, Bozeman

**State Competitions** - Wednesday, July 14th, during Congress

**4-H Fair** - July 23-30, 2023, theme Red, White, & Blue Where Dreams Come True

**Fair Concessions** - Sign ups will begin in the next week or so.

**Summer Camp** – August 6-10, 2023 – Loon Lake - Montana Thru Time - Planning in the beginning stages. Adult leaders and camp counselors have met. Working on a fundraiser to build a Gaga Ball pit at Loon Lake to dedicate to Dora Lindger

**Open Superintendent Positions:**

Current Needs: Forestry | Interior Design | Range Science | Small Engine

Upcoming Vacancies: Cloverbuds | Citizenship |

Overall Committee Officers Needed: Vice-Chair | Secretary

Please contact the indoor chair, Eran Saunders, or Emily Scruggs at the Extension office to volunteer.

**Attendance: Jen VanSyckle, Eran Saunders, Catelyn Saunders, Lexi Foust, Russel Reed, Luke Duran, Brenda Johnson, JoEllen Wood**

**Reports**

- Extension office: Fair Registration Closes 6/26 at 10:59pm - will send a list of fair enrollment to superintendents. Changes in class, or corrections required no later than Friday.
- Record book committee: no update
- Awards Committee: Indoor High Point - donations received
- Project Superintendents: Discussions revolved around fair entries, judging sheets, and expectations.
  - Aerospace - Vacant
  - Ambassadors - Beverly Schneider or Eran Saunders -
  - Babysitting - Catherine McNeil
  - Beekeeping
  - Bicycle
  - Cat - Jennifer Reed
  - Citizenship - Eran Saunders - Project completed.
  - Cloverbuds - Katie Grady-Selby
  - Communications - Jennifer VanSyckle
  - Cowboy Poetry - Vacant
  - Crop Science -
  - Electricity -
  - Entomology
  - Exchange Program - Jennifer VanSyckle
  - Family Adventures
  - Flower Arranging
  - Foods - Mandy Rambo
  - Cake Decorating - Christine Bailey
  - Gardening - Jennifer Vansyckle
  - Interior Design - Vacant -
  - Leadership - Beverly Schneider -
  - Youth Council -
  - Leathercraft - Jamie Lerum
  - Outdoor Adventure - Matt VanSyckle
  - Photography - Luke Duran -
  - Pocket Pets CJ Lassila -
  - Range Science -
  - Robotics - Russel Reed
  - Shooting Sports - Sam Allen, Vanessa Olson, Jason Armstrong, Les Gransbery -
  - Small Engine -

- o Sport Fishing - Guy Rainville -
- o Textiles: Sewing, Embroidery, Crochet, Weaving, Quilting - Trudy Moffett -
- o Theatre Arts
- o Veterinary Science - Amanda Luikens
- o Visual Arts (Arts & Crafts) - JoEllen Wood -
- o Visual Arts (Scrapbooking) -. Brenda Johnson
- o Weed Science - Jess Bushnell
- o Welding - Tracy Bailey
- o Wildlife - Tim Hiller -
- o Woodworking - Scott Johnson
- Overall: Eran Saunders - Google Drive created and shared includes judge information, budget sheets, meeting minutes, and rubrics. Additional forms will be added as needed.

## Old Business

- Grand Foods - Judging Sheets are available in the extension office
- Fair Rubric(judging sheet) modification to include questions regarding project meeting participation. All modifications due to the extension office by July 5th.
- Indoor Fair Set Up - Floor Plan and Display Ideas - additional thoughts
- Other

## New Business

- Fair entry closes on 6/26/22 @ 10:59 pm – will need to check to make sure entries are for correct class.
- Indoor Fair Set Up -
- Judges - Sign-up Genius will be used to schedule indoor judging interview times. It will be open from 7/5/2022 - 7/14/2023. It will be for 10 minute judging slots with a 5min interval in-between for judges to complete their notes. Members should sign up for one judging time per Indoor Entry.
- Judges Training Thursday, July 20th
- Other
- Helena Containers will be delivering the 40ft container 2 weeks before the Fair. We will be moving project items not used during fair into the container. Needing a crew of about 10 to help moving and arranging. Container emptying will be the weekend after fair, will need a crew again to make sure we get everything unloaded. Watch for exact date announcements, and sign up.

## Announcements

- Newsletter updates are due to Emily & Lexi by the 4<sup>th</sup> Monday of each month. Please include details about project meetings and materials needed. **\*\*Please cc Emily Scruggs with your articles emily.scruggs@montana.edu**
- Superintendents and Leaders, when using the BHB, be sure to sign off on the checklist hung next to the door.
- Watch for updates on BHB Clean Out - Conex Box will be delivered a couple of weeks before the fair. All hands on deck!
- The weekend before the Fair will be the set up for Indoor Judging on Tuesday the 25th
- All superintendents must stay (or appoint a volunteer) to be responsible for placing their project's fair entries and to place and registering ribbons.

Helena College - Ziegler (Glen) - welding program

**Next Meeting: Thursday, July 20th at, 5:30 pm. Before Judge Training**

### • FAIR EXPECTATIONS

o Superintendents should be working on finding judges. There is information on past judges in the offices if you need it. The exact number of judges is determined by the number of entries which will be final on 6/25. There will be 4 judging slots available per hour beginning at 8:30am. We try to finish by 12pm so figure 14 interviews for one judge. There is a judges workshop on 7/20/2023 watch for details. This is where they are given an overview of the 4-H ribbon system, what

our expectations are, and an opportunity to review the judging sheet and have any questions answered. We ask the judges to be at the BHB on 7/25/23 @ 8am and plan on being there until about 12:30pm.

- o Superintendents are expected to help to ensure that judging day goes smoothly. Superintendents, project volunteers, or others who worked with the youth members are not permitted to evaluate member projects.
- o Superintendents need to fill out the red binder with correct ribbon color for each entry as this is the official copy kept in the office. Once that is done the superintendent needs to make sure each project has a ribbon and score sheet attached, then set them up on display.
- o Indoor Set up is on 7/23/23 @ 9am and project removal and tear down is on 7/30/23 @ 11am.
- o Look at setting up timer clocks to do a countdown so the judges can see how much time is left for interviews, and still have a 1minute verbal reminder.
- o Livestock display judging will be in the Multipurpose building toward the back, check in at the front. In between the Multipurpose building and the BHB will be a couple tables set up under some canopies with THANK YOU cards for the youth to sign before they enter to be judged. o There will be an overall schedule of interviews at the check-in, one inside the BHB, and one toward the back of the multipurpose building for reference. We will see if we can have a designated person to mark scratched entries on the ones that are not at the check-in table.
- o Please reach out if you have any questions or concerns to Eran Saunders or the Extension Office.