

**Door County 4-H Executive Committee Meeting**  
**Tuesday, August 22, 2023**  
**6:00 p.m. – Jr. Fair Building, Fairgrounds**

**Interim Executive Committee Members**

Theresa Kinnard, Co-President  
Krissy Phillips, Co-President  
Kimberly Lenius, Vice President  
Amanda Larson, Secretary  
Michelle Brickner, Treasurer  
Chris Kay

**Others:**

Candis Dart, 4-H Program Educator  
Judeen Hanson, Administrative Assistant

**AGENDA**

- 1) Call to Order & Roll Call
  - a) Meeting called to order at 6:08 pm. Members present are highlighted above.
- 2) Approval of Agenda
  - a) Motion to approve – Theresa
  - b) Second to approve - Kimberly
- 3) Secretary's Report
  - a) Motion to approve – Chris
  - b) Second to approve - Amanda
- 4) Treasurer's Report was presented
- 5) 4-H Program Educator Updates ... Candis
  - a) Future Fair dates:
    - i) 2024 – August 14<sup>th</sup> to 18<sup>th</sup>
    - ii) 2025 – August 13<sup>th</sup> to 17<sup>th</sup>
    - iii) 2026 – August 12<sup>th</sup> to 16<sup>th</sup>
  - b) Premium listing & rules need to be reviewed.
    - i) Dairy Cattle rules need to be reviewed as no one follows the yearling rules or need better clarification on this.
    - ii) **Follow up needed by all** – Please review the premium listing & bring back suggestions on what should be changed so we can present it to the Fair Board.
  - c) Annual Financial Reports are due by August 31<sup>st</sup>
  - d) Annual Charters will be due October 31<sup>st</sup>
  - e) Annual 4H enrollment program will be rolling out as well
    - i) **Follow up needed – Committee** - We need to decide if we are going to bill out \$3.50/member or \$10.00/family to each of the Clubs. This dues will cover the cost of insurance, 4H online fee, & any 4H programs the Extension Office will provide. This will need to be paid to the Extension Office & then they will pay for the insurance & 4H online fee.
  - f) Talked with Jan Guilette in regards to possibly having a 4H event at the Red Barn corn maze.
    - i) Discuss was had, but may wait one more year to host an event like this. Maybe host future recognition event, but need to keep in mind WHO we are recognizing as our older members have already left for college.
- 6) Correspondence, if any
  - a) N/A
- 7) Business
  - 4-H Dairy Bar Food Stand
    - i) **DONE** - Judeen: please print off the Cash Register instructions & laminate them so we can post them near the cash register.
    - ii) Positive feedback from 2023 Dairy Bar
      - (1) All workers showed up for their shifts
      - (2) Best shakes
      - (3) Walking taco huge hit
      - (4) Group Text was used as a way to keep everyone in the loop on how things were going.
    - iii) Negative feedback from 2023 Dairy Bar
      - (1) Need quality control & consistency with the shakes.

- (a) Suggestion made to have 1 adult make the shakes & have youth pour into cup & place lid on
- (2) Orders were missed or duplicated.
  - (a) Suggestion made to have an adult supervising if we have younger members taking orders
  - (b) Suggestion made to clearly specify to Cashier to match tickets from the customer & window & place in the box when order is picked up.
- (3) Requested order after 10 minute wait, but never heard them calling order ready.
  - (a) Suggestion made to get PA system to announce order is ready.
- (4) Sloppy Joes too runny & tasted more BBQ than a sloppy joe mix.
  - (a) Suggestion made to return to Econo for Sloppy Joe mix.
- (5) Sundae bowls are too small at 8oz
  - (a) Suggestion made to go back to the 12 oz bowls
- iv) 2024 suggestions:
  - (1) No extension cords can be used per the Fire Departments inspection
  - (2) **Follow up needed**: Nacho Cheese warmer – need to decide if we are fixing it as it was not warming the cheese enough to be dispensed through the pump.
    - (a) If we can't get this fixed by next fair, Jorns said we could borrow their dispenser, but would need bags of cheese instead of the cans.
  - (3) Want more \$1.00 bills to make change so we don't have to run to the Fair office for smaller bills.
  - (4) Want large nesco roasters to heat up meat as the small ones run out too fast.
    - (a) May borrow from Theresa
  - (5) Menu suggestions
    - (a) Quesada
    - (b) Grilled Cheese Sandwich
    - (c) Grilled Ham & Cheese Sandwich
    - (d) Grilled Pepperoni & Cheese Sandwich with spaghetti sauce on the side
    - (e) Pizza
  - (6) Charge more for hot dogs to cover the cost
  - (7) Change shift times from 10:45 to 2; 1:45 to 5; & 4:45 to 8. This will allow training time before the actual shift change occurs.
  - (8) Need a group of people to run the Dairy Bar as this is too much for one person to run
  - (9) Increase the pay to find a manager to create consistency within the kitchen.
  - (10) Order uniform serving trays & lots of them as we were constantly out of serving trays.
  - (11) Need PAM to spray between roasting pans & liners to prevent melting liners.
  - (12) Create an inventory form to count beginning, need to order, & end of day count.
    - (a) This will help us know exactly what we used & need to order in the future to avoid running out.
- v) **Follow up needed – Candis** – Can we get more sets of keys made to get into the Dairy Bar? This was cumbersome to remember who had the keys & who needed them the next day.
- vi) **Follow up needed – Candis** – who owns the Pepsi Cooler?
  - (1) If the Parks Dept owns it; will they fix it?
  - (2) If 4H owns it; Theresa made a motion was presented to sell the Pepsi Cooler to Alyssa Long.
    - (a) **Follow up needed** - We would contact Jandrian Refridgeration to
      - (i) Get a quote on what the Pepsi Cooler is currently worth in non-cooling conditions.
      - (ii) Request a quote for a new cooler to replace the Pepsi one.
    - (b) Motion to approve – Theresa
    - (c) Second to approve – Kimberly
- vii) **Follow up needed – Candis** – please provide feedback on how the soft serve ice cream machine worked for the County when they borrowed it.
  - (1) Soft Serve machine freezes up, doesn't have enough time to cool the liquid into soft serve. The machine has not been used by 4H since 2019 due to these issues. Theresa made a motion to sell the soft serve machine.
    - (a) **Follow up needed – Candis** – Would the County want to buy the soft serve machine from 4H?
    - (b) **Follow up needed** - Request a quote to sell the soft serve machine

- (c) Motion to approve – Theresa
- (d) Second to approve – Kimberly
- viii) What to do with left over
  - (1) Sloppy Joe mix
    - (a) Follow up needed – Michelle - Donate to Boys & Girls Club & Habitat for Humanity
  - (2) Hot Dogs – sold to
    - (a) Theresa paid \$465
    - (b) Candis paid \$64
    - (c) Kimberly paid \$64
    - (d) Krissy paid \$145
    - (e) Chris paid \$64
  - (3) Soda
    - (a) Split between committee members maybe 2 cases between the various kinds of soda
  - (4) Chips
    - (a) Split between committee members as the chips expired at the end of August
  - (5) Cherry Pie filling
    - (a) Left in kitchen for next year as they don't expire until after 2024 fair
  - (6) Buns
    - (a) Placed in freezer to prevent molding
  - (7) Sour Cream
    - (a) Theresa will buy
  - (8) Chocolate syrup
    - (a) Left in kitchen for next year as they don't expire until after 2024 fair
  - (9) Bleach
    - (a) Left in kitchen for next year as they don't expire until after 2024 fair
- ix) Write Thank You's to those that donated to the 2023 Dairy Bar
  - (1) Follow up needed – Theresa will write out Thank You's to those that donated.

- Executive Committee – New Members
  - Need to start thinking of replacements so all positions are not changing at the same time
  - Treasure would like to resign
  - Prospect listing of new members based on Approved Leaders listing. This is adults that have taken the 4H training & been approved.
    - Follow up needed:
      - Alyssa Long – Krissy will contact. Candis – please provide phone #.
      - Barb Maskell – Theresa will contact
      - Lace Miller – Amanda will contact
      - Angela Brickner – Kimberly will contact
      - Andrea &/ Natalie Patza – Kimberly will contact
    - Follow up needed – Committee – Create a communication inviting all members to join the committee via email & possible a post card.
- Recognition Banquet / Kickoff Party
  - Reviewing the need to bring back the Social Services Award to increase the participation
  - Presenting the scholarship awards at the Fair increased awareness of the award & participation as the majority of the members were in attendance & college students were able to attend.
  - HOLD OFF 1 more year – We need to generate interest & create the “need” to attend & participate again.

8) Next Meeting Date - September 18<sup>th</sup> at 6 pm at the Courthouse

9) Adjourn @ 7:51 pm

a) Motion to approve – Kimberly

b) Second to approve - Theresa