

Sanders County 4-H Council Minutes - February 2, 2010

Present were President Sarah Naegeli, Vice President Roni Mitch, Secretary Karen Dwyer; Abi Mitch - Southside Sparks; Elizabeth Riffle and Teresa Nelson - Thompson Falls Mountaineers; Sally Havens - Trout Creek Mavericks; Sharon Brown, JJ Bankhead, Julian Watson, and Raven Brown - Heron-Noxon Explorers; John Halpop, CEA.

December minutes were clarified. *Sally moved that member dues be paid to the club, after which a total dues check will be written to 4-H Council. Beth seconded. Motion passed.* Materials ordering will be discussed at a future meeting with more clubs represented. In addition, new fair entry guidelines that were accepted are that Fair Entry form deadlines will be enforced; all "any other" entries will be accompanied by a description; judges will have authority to determine if an "any other" entry is a duplicate of an entry in the lots; and entries in "any other" will be limited to five per class per member (ten for Cloverbuds.)

A written **Treasurer's report** was distributed and viewed.

Correspondence was received from Beca Gunderson, Montana 4-H Foundation, Breast Cancer Foundation, and Stephanie Davis from Montana State 4-H Office. A VISTA worker with Healthy Montana Kids (health insurance program for children in Montana) gave a presentation/certifier facilitated by the Extension Office.

Ambassadors attending Fall Training were Will Fausett, accompanied by Abi Mitch, Roni Mitch and Meghan Phillipi. Abi and Roni will present a workshop for Rec Lab in April (16-18, Corvallis). Ambassadors are planning mini-Congress in June.

Record book training had a great turnout and clarified questions about records. Participants learned what was too much and what was not enough in record keeping, more about market animals records, and tips for goal setting. All agreed annual record book training is important.

Some **volunteer leader forms and media consent forms** have not been turned in; reminders are in club cubbies, including lists with names.

State awards group is meeting every two weeks and has six members working on applications.

Livestock minutes are included in the Dispatch. Swine should be 40-45# at tagging for proper gain by Fair; some have been 100#. Swine project members are encouraged to line up sources for pigs now so size will be good at tagging time. Livestock raffle will be similar to last year's. Sarah will work on a quilt donation and a welded item. Raffle purpose is to avoid a raise in the fee taken out of market animal payment, rather than to eliminate the fee altogether. Dog entries in the fairbook have been rewritten. Agility training will include periodic assessments to prove a dog can navigate set equipment to pass. Rally Obedience now includes novice, junior and senior handlers.

Budget committee concluded that 2009-2010 council budget doesn't have much wiggle room. Suggestions are to request partial fees from members for Congress (\$20 copay), and to encourage selling fruit and bulbs. Some families would like to buy t-shirts for those who didn't sell a total of 8 boxes of fruit (or the equivalent in bulbs), perhaps adding \$5 to the price to benefit council.

Citrus/bulb sales information and Rec Lab information are included in the club packets distributed at this meeting. Members age 13 and up planning to attend **Rec Lab** need to turn in a health form and code of conduct with applications. Registration (\$50) will be paid by the member; please contact the Extension Office if a member would like to attend but can use help with the registration fee. Mark Heyka will speak (an 11 year 4-H Alumni and the chief meteorologist for KECI.)

Stir-Ups and Demonstration dates are March 7th in Hot Springs, March 13th in Thompson Falls, and finals are March 21st in Plains. At least three Stir-Up members must be signed up per location. Quality Assurance sessions will be presented at noon in both Hot Springs and Thompson Falls, and will be more interactive this year. Any homemade items are welcome from members and leaders for Demonstration and Stir-up judge gifts (last year's gifts were potholders). Trout Creek Mavericks will serve lunch to judges in Thompson Falls. "Corn chip bag chili" will be available to all demonstrators and families, along with homemade cookies from clubs, all for a donation to 4-H Council.

Fashion Revue Committee has not met yet. The Revue will be April 25th at 3:00pm during the FlatIron Quilt Show in Thompson Falls.

Camp counselors and CIT (counselor in training) applications are included in club packets.

Colors Training is a fun and positive workshop Meghan plans to present to leaders, parents and older members, teaching people about personality types and characteristics. Tentative dates are evenings in June, one training each in Plains and Trout Creek.

Shooting sports archery manuals are close to completion.

Heron-Noxon Explorers club is hosting a presentation March 20th (Saturday) at noon, by Tom Chianelli from Fish, Wildlife and Parks. This will include hands on education, a bake sale, and a silent auction. Contact Sharon Brown for more information.

Meeting Adjourned.

Respectfully Submitted,

Karen Dwyer, Secretary

Sanders County 4-H Council Minutes

April 6, 2010

Present were President Sarah Naegeli, Vice-President Roni Mitch, Treasurer Kathy McEldery, Secretary Karen Dwyer, Ethan Snell - Thompson Falls Mountaineers, Ambassador Will Fausett, and County Extension Agent Meghan Phillippi.

Pledges to the American and 4-H Flags were recited. Ethan moved the rules be temporarily suspended and **Minutes of February Meeting** be accepted as printed. Motion carried.

Treasurer's Report – Citrus accounting is incomplete until remaining clubs turn in money and the bill for Buck's Grocery is paid. Money is needed before Congress. Club dues need to be paid as soon as possible. Bookkeeping is most efficient if dues are paid to club treasurers, then submitted to council. Leaders are encouraged to pay dues, not required.

Correspondence was received from MT State 4-H Foundation, in thanks for Greytak calendar orders.

Agenda items added were Directors for corporate report and Pet Fest.

Ambassadors plan mini-Congress in June. Applications for prospective and junior Ambassadors have been sent to eligible members. Bill Saint is upcoming Ambassador Leader. Many thanks to Roni Mitch for her years as leader.

Fruit Sale forms are revised to state fruit "count" rather than fruit "pounds" Additional t-shirts must be ordered by April 28th, \$15 each. Flower bulbs will be in April 7th.

Stir-Ups - Two seniors participated (tied for first – Charlene Johnson and Abi Mitch), and two juniors (Amanda Woods and Kitiara Hagerman).

Demonstration winners were Beca Gunderson (first), Velita Benton, John Gunderson, and Mariah Naegeli, with Will Fausett as alternate. Junior winners were Josh Wulfekuhle (first), Sean Ribeiro, Lane Foster, and Sami Jo Kinzie. Junior winners age 13 may have a scholarship to Loon Lake Teen Camp or partial fee paid to horse camp registration.

Fair Kitchen will have lighter lunches, and salad bar only options for both lunch and dinner. Cash system will be reviewed/revised.

Livestock Committee has a code of conduct for campers at fair. Council would like to have all 4-H members sign the code of conduct. Dogs are not allowed on the fairgrounds except for interviewing and showing. Volunteers are needed to raise a hog for the livestock raffle. Other raffle items are needed; Sarah will donate a quilt. Cash donations for hog feed are welcome. Swine meeting is April 15th at state office building. 4-H dogs must have an agility assessment prior to Fair. Next meeting is April 26th.

State Awards applications are due May 1st. Ethan Snell, Charlene Johnson, Nicole Ribeiro, and Mariah Naegeli are applying.

Sanders County 4-H Scholarship interviews are April 12th for four applicants.

Ideas are welcome for the Sanders County **Facebook page** (pictures, fun things, no names).

Fashion Revue/Patchwork Parade is April 25th; theme is Big Sky Attitude (Flatiron Quilt show theme). Applications are due April 20th. Nat Burgess will provide music. Mariah will present a modeling workshop. Mariah, Nicole and Abby Croft will decorate.

District 1 Retreat may be cancelled. Nine Sanders County members registered for Rec Lab in Corvallis.

Cloverbud camp is two nights. **Multi-County Camp** Counselors have received acceptance letters.

Senior 4-H members interested in the gavel games or WHEP teams for **Congress** may send a letter to the Extension office by May 1st. Missoula and Ravalli counties will be contacted to work on sharing a bus to Congress.

International Program has teenage Japanese children wanting host families for a three week summer program.

IFYE's age 17 to 26 are also looking for families. FLEX is an additional exchange program, through State 4-H Office.

Pet Fest at the T Falls Farmers Market is July 24th. 4-H members are needed to help out.

Corporate Directors for the 4-H Council annual report are Terry Prongua, Jim Newman and John Halpop.

Real Colors workshop is June 7th in Plains (pavilion), for all 4-H leaders, parents, senior members (no cost). The workshop will also be presented in T Falls April 24th at library annex, free to 4-H leaders and senior members and \$10 for non-4-H members.

Meeting adjourned at 8:32pm.

Respectfully Submitted,



Karen Dwyer, Secretary



Sanders County 4-H Council

June 1, 2010

Those present were President Sarah Naegeli, Vice President Roni Mitch, Treasurer Kathy McEldery, Secretary Karen Dwyer, Sally Havens – Trout Creek Mavericks; JJ Bankhead, Julian Watson, Lea-Christin Watson, Anja and Kevin Watson – Heron/Noxon Explorers; Abi Mitch – South Side Sparks; Meghan Phillippi, John Halpop – County Extension Agents.

Pledges to the American and 4-H flags were recited.

Sally moved April minutes be accepted as published; motion carried.

Treasurer's report: Finances look better this month. Total bulb money has not been received yet. Bulb and citrus sale profit figures will be combined for the 5% sent to clubs.

Correspondence was received from Jan Jorgensen and Abi Mitch.

Agenda Review – no additions were requested.

Reports: Several first year members participated in Fashion Revue/Patchwork Parade. Judges were impressed and complimentary. Items entered in the Revue/Parade may also be entered in this year's fair.

Three members completed State Award applications and will be at 4-H Congress.

Livestock Committee reports that Kevin Watson will be in charge of camping at fair. Sheep shearing is July 24th; dog project assessments are being scheduled. Committee is looking for a cordless microphone system. Chicken cages are ordered. Judges are lined up, aside from poultry.

A total of \$2250 in Scholarships was awarded to Charlene Johnson, Ethan Snell, Beca Gunderson and Abi Mitch.

Ambassador interviews were last week. Nicole Ribeiro will be the new Junior Ambassador, Amanda Woods will be Prospective Ambassador, Will Fausett will be Senior, and Charles French will retire at Congress. Susan Woods will serve as Key Leader; thanks for Roni for her past years of service. Ambassadors have planned MiniCongress for June 15 in Thompson Falls, for all members, \$8 registration, call Extension office to register.

New Business: Livestock Raffle includes a 'traveling quilt', to be displayed at banks, library, Extension Office.

Kitchen Committee looked at raising prices, offering a 'salad bar only' option, lunch \$8 (adults) and \$6 (children), dinner \$10 and \$8. *Sally moved council accept prices as presented by kitchen committee; motion carried.*

Table tents with short 4-H stories will include community service projects, pictures, individual stories, volunteer leaders, alumni. Please send suggestions to Meghan. Committee will accept money donations rather than actual food items this year, if folks would like to contribute.

Club Bylaws are a requirement beginning Sept. 1 of 2010. Clubs may use a sample at this time, and tailor to individual club needs in the future. Meghan will send an electronic copy to all organizational leaders. When clubs adopt the final bylaws, add the date adopted and a club officer signature.

District 1 Council Retreat is planned for September 11th in Eureka at Lincoln County's suggestion. Retreat will include training by Cody Stone and interaction between counties.

Cloverbud Camp registration is at 46 parents and Cloverbuds, including four from Sanders County.

Susan Woods will be Multi-county camp nurse and counselor; registrations are low so far. All adults pay for their own meals; *Karen moved council pay \$50 for Susan's meals. Motion carried.*

Teen Camp at Loon Lake is cancelled due to lack of interest. Camp may be rescheduled for October.

Congress chaperons include Sarah, Karen, Raoul Ribeiro, Meghan and John. Members attending are: Beca and John Gunderson (demonstrations), Alana Dettwiler (demonstrations), Will Fausett (demonstrations, Ambassador), Charlene Johnson (Stir-Ups), Mariah Naegeli (quilting, state award applicant), Ethan Snell (state award applicant), Dusty Dettwiler (WHEP) and Nicole Ribeiro (WHEP, Ambassador, state award applicant), Charles French (Ambassador). (No bus this year)

Make It with Wool contest applications are available at the Extension Office.

Several fair awards have no current sponsor; contact the Extension Office with names of potential donors.

Fall Fundraising may be calendars, preferred over fall bulb sales.

Meeting adjourned.

Respectfully Submitted,
Karen Dwyer, Secretary

Sanders County 4-H Council Meeting
August 3, 2010

Present were Vice-President Roni Mitch, Treasurer Kathy McEldery, Secretary Karen Dwyer, Ethan Snell and Will Fausett – Thompson Falls Mountaineers, Abby Mitch – South Side Sparks, Meghan Phillippi and John Halpop, CEA's. Pledges were recited.

Reading of minutes of June meeting was dispensed of and minutes were accepted as written.

Treasurer's Report – profit for citrus and bulb sales was over \$5000. We have made a huge step towards getting back to where we should be on our budget.

Correspondence was received from Nicole Ribeiro, Gus Chambers of Montana PBS, and Montana 4-H Foundation for our annual \$5 per member contribution and a Montana Silversmith belt buckle purchase..

Agenda was amended to include Mini-Congress.

Congress was awesome this year, including the visit to ringing rocks outside of Butte. Mariah Naegeli won the Quilt Competition, Will received second place in the WHEP contest, John and Beca Gunderson placed second and third in demonstrations, Charles French and Beca won the dance contest, State awards were awarded to Mariah and Nicole Ribeiro. Ethan Snell, and Alana and Dusty Dettwiler also attended. Sgt. Ryan Brubaker from Plains was a motivational speaker.

Twenty six Cloverbuds and parents attended Cloverbud camp, including 3 campers and 3 counselors from Sanders County. Activities included lava lamp making and excellent canoe wars.

Multi county camp sported a western theme, including mining (sapphires), knitted snakes and roping. Canoe safety was presented by cowboys with life jackets over their western clothing.

Ambassadors' mini-Congress for members worked well. Activities included sessions on tie-dye t-shirts, birthday bags for food banks, goal setting, and demonstrations. New Ambassador Leader is Susan Woods. Ambassadors would like to have a dance at Fair.

Livestock committee met in July. Tammy has ordered two sets of poultry cages. PA system is being replaced, possibly including a wireless microphone. Fair judges and superintendents are taken care of.

Club by-laws must be in place and sent to the Extension Office by Dec. 1, 2010, as per state requirements.

Almost all members have met the fair entry deadline. We may consider setting the deadline back one week since late entries are not allowed.

Home Ec. Building can use volunteers on Thursday of fair, including judge assistants, runners to place items on shelves, and arrangers for the final display in the evening. Dining Hall superintendents meet at noon on Fair Readiness Day. Cash contributions for supplies and food for the kitchen will be much appreciated. Fashion Revue/Patchwork Parade decorating committee volunteers are needed, as well as a narrative writer and narrators.

Table tents telling 4-H stories are awesome! We need more responses from members and leaders.

Fair Readiness Day is August 28th, along with Little Chief Interviews. Please bring tools, rags, buckets, and cleaning supplies.

Go Green Run across the high bridge in Thompson Falls was a success. Thirty runners participated. Profit was donated to 4-H.

Montana PBS Centennial Documentary is a 2 year project on 4-H for Montana's 100th centennial in 2012.

Correspondence from Gus Chambers requested contact with members getting the most out of 4-H in the coming year as well as the usual members who stand out. Contact the Extension Office for further information.

Achievement Day will be November 7th in Thompson Falls. Heron club will be contacted to host.

MT Leaders Forum is Sept. 24-25 in Deer Lodge, with the theme "Doin' Time 4-H Style".

Annual summary financial club reports are due to the Extension Office or Kathy McEldery by September 30th, required by the State.

Karen moved that \$100 be given to each Sanders County attendee to National 4-H Congress in Atlanta. Will seconded, motion carried.

Junior Achievement Award will be a belt buckle, purchased through MT 4-H Foundation with a \$50 gift certificate and a contribution from Penny James.

Meeting adjourned at 7:40pm by a motion from Roni, seconded by Will.

Respectfully submitted,

Karen Dwyer, Secretary

Sanders County 4-H Council October 5, 2010

Present: President Sarah Naegeli, Treasurer Kathy McEldery, Secretary Karen Dwyer, Sally Havens – Trout Creek Mavericks, Teresa Nelson and Beth Riffle – TF Mountaineers, and Meghan Phillippi, County Extension Agent.

Pledges were recited.

Minutes were approved as sent in the Dispatch.

Treasurer's report included bulb sale results, livestock raffle results, and a cash report. No livestock resales were done this year. Treasury looks okay at this point.

Correspondence was received from Sandy Newman, Michele McGuigan, Mindy Wilson, Beca Gunderson, John Gunderson, Charlene Johnson, Ethan Snell, Abi Mitch, Operation: Military Kids, and International Exchange Programs. 4-H License plate postcards were handed out to use as thank you notes.

Annual financial **club reports** are past due. Please submit reports to Kathy McEldery or the Extension Office ASAP. For the **fair** dining hall, Kathy Legard is working hard to purchase an appropriate amount of food without many leftovers. Karen moved council pay \$250 for an additional kitchen cleanup charge from Fair. Theresa seconded; motion carried. Winners from the drawing for serving extra shifts in the kitchen were Travis Legard, Jessica Legard, Morgan Legard, and Alex Thomas.

Livestock committee may revisit the dog show schedule (maybe an hour later). Shows went well, as did the livestock sale.

Ambassador Fall Training is October 21-23. Susan Woods will chaperon three Ambassadors.

Cloverbud enrollment fee was approved by the Executive Committee to be \$5. Cloverbuds are allowed to vote in club meetings. Written ballots are needed for club elections.

Relay for Life team from 4-H raised about \$400 and had a good time.

State Leadership Forum was September 24-25 in Deer Lodge. New projects were introduced (theater arts, communication, international citizenship, meat goat, and more), plus new books and materials for many existing projects. Hall of Fame posthumous recipient for 2010 is Eileen Wilson, whose husband and family attended the banquet. Eileen will be honored in addition at Achievement Day.

Council meeting times are tough in the summer because so many activities are on Tuesdays. Would another evening work better? Doodle survey is suggested for meeting night and possibility of using new technology to boost attendance.

Enrollment forms are ready for clubs to pick up, with media consent form on the backs. Clover has last year's cover, but is revised inside with new project information and corrections from last year. Enrollments should include e-mail addresses only if they are a reliable way to contact families in a timely manner. Leaders enrolled in 2009 do not need another background check, but will need to repeat the process if they do not enroll for 2010 but do enroll in 2011. Please submit individual enrollments and dues to club leaders rather than the Extension Office. *Beth moved to require reimbursement for bank fees for checks returned due to insufficient funds. Sally seconded; motion carried.*

Achievement Day will be hosted by Heron-Noxon Explorers, November 7th at Thompson Falls Elementary School at 3:00pm. Silent auction donations are welcome, project and club sharing displays are encouraged.

Montana 4-H Foundation has received a challenge to raise up to \$100,000 that will be matched dollar for dollar by the Taylor Foundation. **Change for the Challenge** encourages 4-H members, families and clubs to save change to donate until December of 2011. Council suggested the Sanders County club raising the most money (based on percentage per member) for the challenge by June 30th, 2011, receive a special reward.

Proposed **officers for 2010-2011** include Sarah Naegeli - President; Beth Riffle, Vice-President; Kathy McEldery - Treasurer; and Karen Dwyer - Secretary. *Sally moved that the proposed slate of officers be elected. Teresa seconded. Decision was unanimous.*

Display case schedule was updated, including having Ambassadors being responsible for a display. Schedule for 2010-2011 4-H year was set. Stir-Ups will be offered in two locations. Council agreed two weeks is sufficient for citrus/bulb sales.

Greytak calendars are available for clubs and individuals would like to purchase and/or sell.

Sarah moved to adjourn; Beth seconded. Motion was withdrawn in order to discuss a **grievance policy** encouraged in Montana State Policies and Guidelines. For Sanders County, in the event of a grievance being submitted, a committee of 3-5 people, bound by confidentiality, would be appointed by Council Executive Committee to review the grievance and take action if necessary. *Beth moved to adopt the grievance policy as written in Montana State Policies and Guidelines with changes suggested, effective immediately. Teresa seconded; motion carried.*

Meeting adjourned.

Respectfully Submitted,
Karen Dwyer, Secretary

Sanders County 4-H
Council Meeting, December 7, 2010

Present were President Sarah Naegeli, Vice President Beth Riffle, Treasurer Kathy McEldery, Secretary Karen Dwyer, Carrie Guenzler – Hot Springs Wranglers, Sally Havens and Raelyn Cox - Trout Creek Mavericks; Kathy and Patrick Legard - South Side Sparks; Malcolm McDonald – Little Bitterroot; Ambassador William Fausett; and County Extension Agents Meghan Phillippi and John Halpop.

Pledges were recited to the American and 4-H flags. October meeting minutes were approved as written.

Treasurer's Report: Current balance is \$5800+, which will be further reduced once livestock and council outstanding payments/exchanges are complete. Council needs \$10,000-12,000 to support 4-H program activities for the year. Annual donation to 4-H Foundation since 2000 was reviewed. Some background check payments to council are due.

Correspondence included a letter from Montana 4-H Foundation stating benefits from supporting Foundation.

Achievement Day went well. Location (Thompson Falls Elementary School gym) worked well. Former Extension Agent Eileen Wilson was remembered and recognized for her induction into the 4-H Foundation Hall of Fame.

Livestock Committee met December 6th, with a good turnout. Livestock rules were reviewed item by item, some tabled for the next meeting. Livestock market ID will include a cloverleaf tattoo in the future. Livestock meetings will be held the fourth Monday of each month at 6:30 p.m. at the FSA building in Plains.

Thirteen 4-H members from Montana attended National 4-H Congress in Atlanta in November, including Nicole Ribeiro and leader Sarah Naegeli from Sanders County. Workshops were good, sightseeing was interesting, and twelve minutes to change flights in the Salt Lake City airport is sufficient only for seasoned runners.

Ambassadors attended Fall training at Fairmont Hot Springs. Will is impressed with the current Ambassador officer team. County Ambassador team presented an icebreaker at Achievement Day and helped with the silent auction. The team is working on forming a county-wide junior leaders club and planning to attend Legislative Breakfast. Contact the Extension Office or any Ambassador if youth are interested in serving as an Ambassador in the future.

Kathy Legard shared a letter written to Mike Hashisaki, Fair Manager, in response to his letter charging a cleaning fee for conditions in the kitchen following the fair. Kathy explained that conditions were due to a miscommunication and 4-H families worked very hard to keep the kitchen and dining hall clean. Fair Board agreed at their November meeting to have a board member view conditions in the Pavilion prior to and after the fair.

Club plans and officers lists were due in the Extension Office December 1st; only one club has complied. South Side Sparks club is looking for an organizational leader.

Meeting date survey results included 6 responses. The majority agreed to continue holding 4-H Council meetings on the second Tuesday of the month (bi-monthly).

Record book training for interested leaders, members and parents is January 18th at 7:00pm, State Office Building.

Rec Lab is scheduled for April 1-3, 2011, in Shelby. Workshop proposals are being accepted; contact the Extension Office or those who attended to-night's meeting for information.

Leaders at Large is an informal group name for leaders who are committed to the 4-H program but are not active in a particular club. The group has been created to ease the re-enrollment and contact process.

Best in Show Pet treats fundraiser was introduced. Bags of treats would sell for \$4, with 50% profit for 4-H. Karen moved that council order a case of each product to be made available for 4-H events on a trial basis; William seconded. Motion carried. Bags may include a note with 4-H program education on one side, and re-order information on the other.

A "Sanders County 4-H" vinyl banner will be purchased, green with white writing, for use during appropriate events.

Council agreed to continue with the same supplier for fruit sales. Members selling 8 cases of fruit will earn a t-shirt.

Fair book review - Sally moved to eliminate the county rule from the fair book requiring members to attend 50% of club meetings in order to enter exhibits in the fair; Carrie seconded. Motion carried. Some clubs have this stipulation; absences are excused. A member "must be in good standing", which will be further defined by the next council meeting. Please submit additional fair book changes to the Extension Office by the January 25th council meeting.

Legislative Breakfast is January 18th. Susan Woods is county coordinator. Submit a letter of interest to the Extension Office by January 1st if you are interested in attending.

Citizenship Seminar is for members 14 or older by Oct. 1st of this year, who are interested in government. The seminar is February 27-March 1 in Helena. Letters of interest are due to the Extension Office by January 15th.

National 4-H Conference is in Washington D.C. April 2-7, 2011, a "premier youth development opportunity."

Japanese Inbound Promotional DVD was shown and is available for clubs to show. Youth exchanges with Australia, Costa Rica, and Japan are available.

Awards group will meet with Margaret and Agents in January. Sally, Carrie, Will and Kathy L will be involved; contact the Extension Office if you are interested in helping review current awards.

Next Council meeting will be one week early, on Tuesday, January 25th.

Respectfully Submitted, Karen Dwyer, Secretary

