

# San Benancio 4-H 2020-21 Mid-Year Review

## Process:

### Community Meetings and All Club Officer training:

1. At the beginning of the program year an officer's training was held on August 30, 2020. Because community meetings were virtual due to COVID 19 restrictions there was much discussion about how to convert various aspects of the community meeting to a virtual format. After two community meetings (in September and October 2020) all club officers met again on November 1, 2020 to review officer duties, what was working in the virtual format and what still needed modification. Modifications were made at the November 2020 community meeting. In December all club members were sent a survey regarding various aspects of the community.

### Program Goals and Budget

2. At the January 2021 Executive Officer's meeting on January 3, 2021, Executive Officers, the Community Leader and the Executive Officer Advisor reviewed:

- a. Program Planning Guide (including club Service-Learning Project, community service and outreach)
- b. Monthly Meeting Planner
- c. 2020-21 Budget (including club and county council fundraising)
- d. Club and County committees
- e. Annual Club Planner and Club Calendar

## Outcomes, Discussion and Review at Executive Board Meeting on January 3, 2021:

### 1. Community Meetings and All Club Officer training:

The mid-year review for all officers was held in November after 2 community meetings were held so that the officers could discuss what was working in the virtual community meeting format and what was not. The duties of each officer were reviewed and officers brainstormed and discussed various ways to modify duties to the virtual format. In December all club members were sent a survey to give feedback about the club community meetings. The results of the survey were reviewed and are attached. This survey was reviewed at the January Executive Board Meeting and at the January Community Meeting. There were 2 identified areas that needed improvement. The actions are listed below.

#### a. Actions needed based on survey results:

- i. 31.3% of member respondents reported that not all members have an opportunity to take part in club meeting discussions. Executive Board members discussed ways to include more members in discussion and meeting activities. The outcome of this discussion was that the Community Leader and Communications Chairperson will use the club email and the Remind app to encourage or assign members and officers to plan a project talk, committee report, 4-H presentations. Members will also be encouraged to send in photos of 4-H project work or other themed activities (e.g. holiday photos) before each community meeting to be included in a slide show shown at the beginning of each community meeting while all members are being admitted from the virtual waiting room.
- ii. 6.2% of member respondents reported that the educational program did not meet that member's interests. The Executive Board discussed ways to improve the educational program. The educational program for the remainder of the program year was planned/modified and the Community Leader will encourage members to make educational program topic suggestions and/or presentations of interest.

### 2. Program Goals and Budget:

a. Program Planning Guide: the Executive Officers, Community Leader and Executive Officer Advisor reviewed the program planning guide and concluded that the club is on schedule to meet all planned goals to maintain club charter and remain "a club in good standing."

i. The Service Learning Project was introduced and explained at the December 2020 community meeting program and at the January 2021 community meeting timelines and directions were announced and examples were displayed. The community collaborator will be invited to the March 2021 community meeting to present information about the community program that the club is providing service to (see December 2020, January 2021, and March 2021 community meeting minutes for Service Learning Project Details)

ii. Community Service was reviewed and plans were made for the remainder of the program year. The club has performed 4 club wide community service activities and will incorporate card and treat making from the Service Learning Project, providing 4 additional community service opportunities for club members. The Executive Board also discussed and will plan a club beach clean-up and/or clean-up or other service to Fort Ord National Monument during the spring if/when stay at home orders are lifted and meeting in-person, in groups becomes possible.

iii. Club Outreach Efforts: Executive Board reviewed Outreach Planner and modifications were made due to some event cancelations due to COVID 19 (See attached updated Outreach Planner). The Community Leader will continue to encourage members to write letters or make personal contacts to community leaders and potential club members.

b. Monthly Meeting Planner: Executive Board reviewed meeting planner at the January 3, 2021 executive board meeting. Executive Board members planned the community meeting programs for the remainder of the 2020-21 program year with consideration for members who would like to make presentations during the education portion of the meeting program. (See attached Updated Monthly Meeting Planner)

c. 2020-21 Working Budget: Executive Board reviewed the working, program year budget. Fundraising is still being planned for early may. Expenses were reviewed and the Community Leader and club treasurer reviewed and revised the working budget. The revised budget was voted on and approved at the February Community Meeting. The Community Leader, Treasurer Advisor, Treasurer and assistant treasurer met to review the budget, treasurer's book and inventory. A peer review of the treasurer book and budget will be implemented in February 2021.

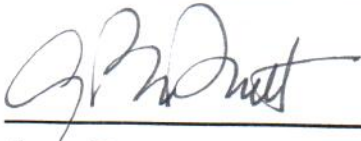
d. Club and County Committees: Executive Board reviewed the committee work for the 2020-21 program year. All County committee commitments have been met and some modifications or cancelations of committees due to COVID 19 will be communicated to committee chairs.

e. Club Annual Planner and Club Calendar were updated by the Community Leader.  
(Attached)

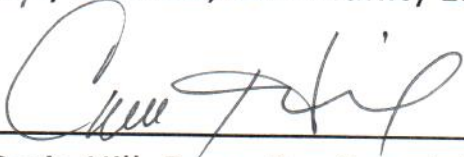
Mid-Year Review Results are respectfully submitted on 2/16/21 by:



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Wesley Hill, Club President



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Amy Burnett, Community Leader



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Corie Hill, Executive Board Advisor