

Fall Organization of 4-H Club Items for Members to Discuss

Regular meeting date

Meeting place

Officers, duties, and how to elect and when

Project enrollment and Iowa 4-H Medical information/Release Forms What do we need to pay for as a club? (4-H'ers for 4-H donation, portion of program fee, photos, publications, historian's book, signs and gates for barns at fair, booth decorations, citizenship or fun club activity?)

Goal of how much money and fund raising Ideas

Ideas for community service

Ideas for fun activities for club

Ideas on how to carry out CRAZE!

Ideas for family activities for club

Volunteer for month to host meeting (arrange or confirm meeting place, pick up key, set up, clean up, provide refreshments, etc.):

January

May

September

February

June

October

March

July

November

April

August

December

Volunteer for educational presentation or other educational idea to share with club (Name, topic, and month)

Volunteers to serve on program planning committee with leaders

Next meeting date, time, place _____

Parent resource or activity volunteers needed

Yearly Program Coordinator – Help with program planning for club year. Type roster and monthly meeting plans, and arrange for copies for each family.

Officer Coordinator – Work with officers to prepare for club meetings (president with agenda and parliamentary procedure), vice president (calling committee), secretary, treasurer

Educational or Craze Coordinator – Help plan educational part of meetings, work with members on educational presentations.

Recreation Coordinator - Work with recreation leader or members on monthly recreation

Enrollment Coordinator – Collect and keep record of new member and re-enrollment and health forms and program fee. Check over forms for completeness, project guide order, etc. Turn forms into Extension Office. Distribute project materials to members, keep track of member's adding and dropping projects and notify Extension Office, keep a record of costs of materials and how to pay club publications bill (sent in May).

Community Service Project Coordinator

Record Keeping Coordinator – Distribute forms and help members with "How to" of record books.

Also work with historian, news reporter, and photographer for media coverage of club events.

Fund Raiser Coordinator – Help plan and carry out fund raiser and work with club treasurer

Fair Coordinator – Club booth, Foodstand, Host Community Building, Extravaganza, Share the Fun

Resource Leader for Projects – Help members with goals, new learning and exhibit experiences, resources, citizenship, communication, leadership, record books, fair entries, livestock weigh ins and identification, project meetings, etc.

- Beef Horse Sheep Swine Dog Cat Rabbit Poultry Goat Pets
- Family Consumer Science (clothing, foods, home imp., child dev.)
- Special interest (photography, woodworking, automotive, etc) Other

S/Fall organization/program planning/Fall organization with members and parents